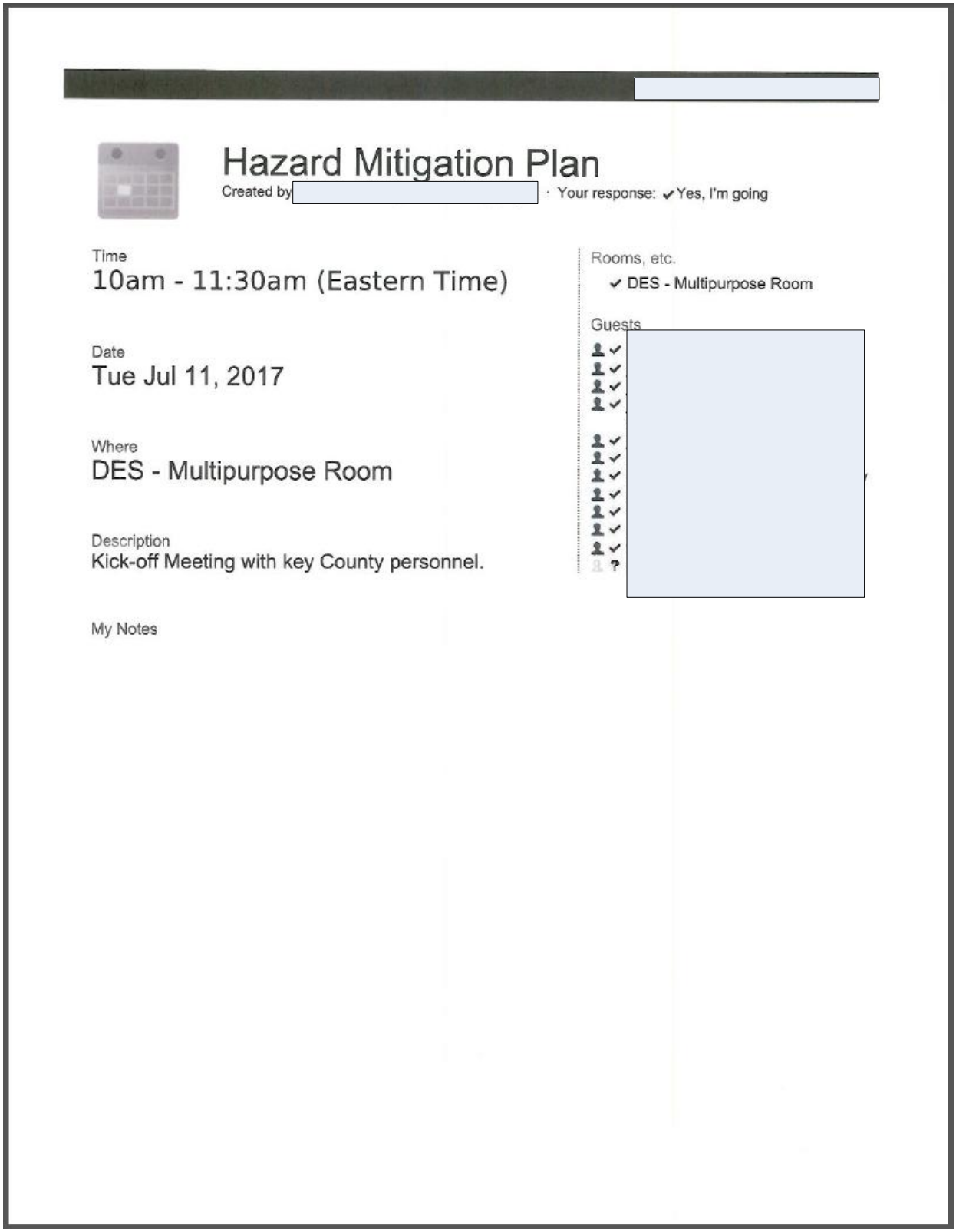


Hazard Mitigation Plan

Created by [redacted] · Your response: ✔Yes, I'm going

Time
10am - 11:30am (Eastern Time)

Date
Tue Jul 11, 2017

Where
DES - Multipurpose Room

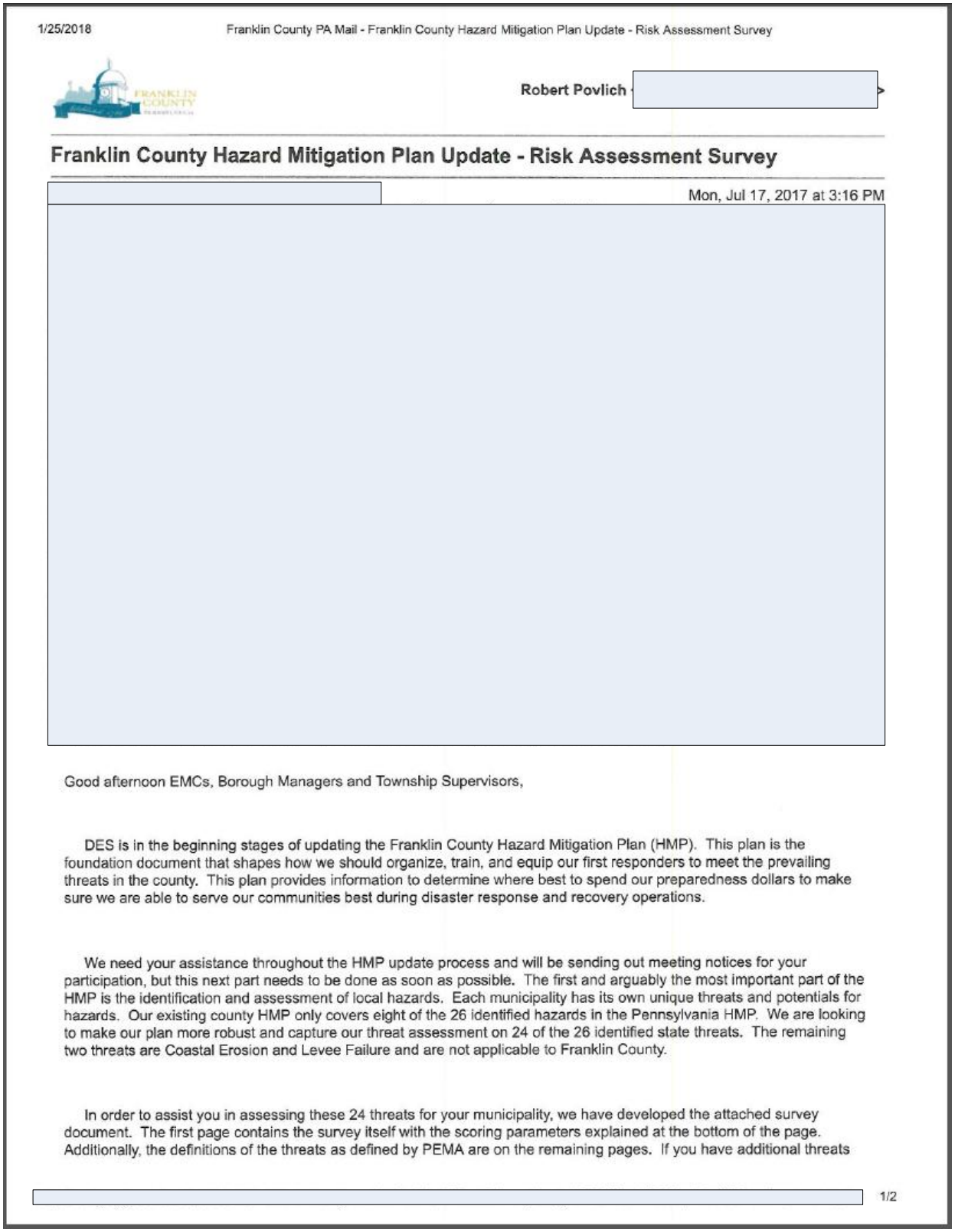
Description
Kick-off Meeting with key County personnel.

My Notes

Rooms, etc.
✔ DES - Multipurpose Room

Guests
[redacted]

Figure B.1: Meeting Invite for 11 Jul 2017 HMPSC Team Meeting



1/25/2018 Franklin County PA Mail - Franklin County Hazard Mitigation Plan Update - Risk Assessment Survey

Robert Povlich

Franklin County Hazard Mitigation Plan Update - Risk Assessment Survey

Mon, Jul 17, 2017 at 3:16 PM

Good afternoon EMCs, Borough Managers and Township Supervisors,

DES is in the beginning stages of updating the Franklin County Hazard Mitigation Plan (HMP). This plan is the foundation document that shapes how we should organize, train, and equip our first responders to meet the prevailing threats in the county. This plan provides information to determine where best to spend our preparedness dollars to make sure we are able to serve our communities best during disaster response and recovery operations.

We need your assistance throughout the HMP update process and will be sending out meeting notices for your participation, but this next part needs to be done as soon as possible. The first and arguably the most important part of the HMP is the identification and assessment of local hazards. Each municipality has its own unique threats and potentials for hazards. Our existing county HMP only covers eight of the 26 identified hazards in the Pennsylvania HMP. We are looking to make our plan more robust and capture our threat assessment on 24 of the 26 identified state threats. The remaining two threats are Coastal Erosion and Levee Failure and are not applicable to Franklin County.

In order to assist you in assessing these 24 threats for your municipality, we have developed the attached survey document. The first page contains the survey itself with the scoring parameters explained at the bottom of the page. Additionally, the definitions of the threats as defined by PEMA are on the remaining pages. If you have additional threats

1/2

Figure B.2.1: Hazard Assessment Survey Request 17 Jul 2017 – Page 1 of 2

not identified in one of these categories, please add it to your survey. However, most threats can be placed into one of these categories.

We need you to assemble your planning team and discuss this threat assessment for your jurisdiction. You need to assess each category and score it for Probability, Percentage of Municipality Impacted, Warning Time, and Impact (injuries & damage). It is important that we get this information from every jurisdiction in the county as it will be reflected in a table in the report for the overall county assessment. See the current Franklin County HMP for example which is attached. If your municipality does not provide any information it will be apparent to both PEMA and FEMA (i.e. it could impact state and federal funding for your municipality) as this report must be approved by both state and federal offices to be accepted and implemented. We want to make sure we cover the true threat analysis for the county, and also want to kick start your risk analysis for your municipal Emergency Operations Plan.

If you have questions or comments about this survey or the Hazard Mitigation Planning update in general, please contact the DES Planning Coordinator Bob Povlich at [redacted]

Thanks and have a good rest of the day,

Jake

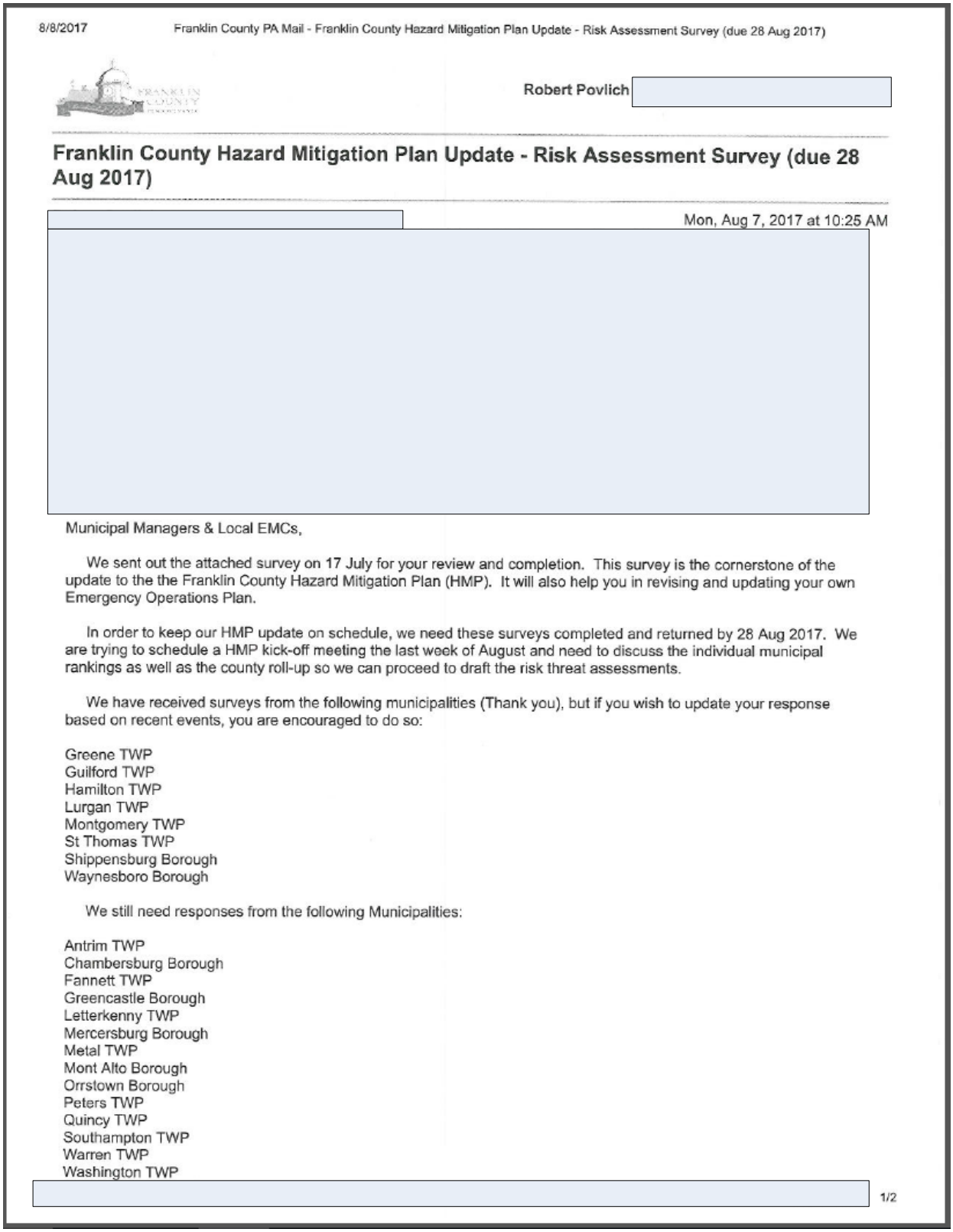
--
Jacob M. Crider
Emergency Management Coordinator and Assistant Director
Franklin County Department of Emergency Services
390 New York Avenue
Chambersburg, PA 17201
[redacted]

2 attachments

Hazard Mitigation Plan 5th rewrite.pdf
12572K

HMP_Survey_07112017.pdf
360K

Figure B.2.2: Hazard Assessment Survey Request 17 Jul 2017 – Page 2 of 2



8/8/2017 Franklin County PA Mail - Franklin County Hazard Mitigation Plan Update - Risk Assessment Survey (due 28 Aug 2017)

Robert Povlich

Franklin County Hazard Mitigation Plan Update - Risk Assessment Survey (due 28 Aug 2017)

Mon, Aug 7, 2017 at 10:25 AM

Municipal Managers & Local EMCs,

We sent out the attached survey on 17 July for your review and completion. This survey is the cornerstone of the update to the the Franklin County Hazard Mitigation Plan (HMP). It will also help you in revising and updating your own Emergency Operations Plan.

In order to keep our HMP update on schedule, we need these surveys completed and returned by 28 Aug 2017. We are trying to schedule a HMP kick-off meeting the last week of August and need to discuss the individual municipal rankings as well as the county roll-up so we can proceed to draft the risk threat assessments.

We have received surveys from the following municipalities (Thank you), but if you wish to update your response based on recent events, you are encouraged to do so:

Greene TWP
Guilford TWP
Hamilton TWP
Lurgan TWP
Montgomery TWP
St Thomas TWP
Shippensburg Borough
Waynesboro Borough

We still need responses from the following Municipalities:

Antrim TWP
Chambersburg Borough
Fannett TWP
Greencastle Borough
Letterkenny TWP
Mercersburg Borough
Metal TWP
Mont Alto Borough
Orrstown Borough
Peters TWP
Quincy TWP
Southampton TWP
Warren TWP
Washington TWP

1/2

Figure B.3: Second Request for Hazard Assessment Survey 7 Aug 2017

Robert Povlich [redacted]

Update pages for the Franklin County Hazard Mitigation Plan

[redacted] Tue, Aug 8, 2017 at 10:29 AM

[redacted]

Mr Tarquino,

From our HMP kick-off meeting, we discussed updating the info in the demographics portion (Section 2) of the HMP. You mentioned that you already have most if not all of this information.

I have attached the pages from Section 2 and a few from Section 4 of the HMP that requiring updating as it relates to the the community profile. I think that most of these pages are taken directly from the Franklin County Comprehensive Plan, so it may not be that difficult to collect and update this info.

Pages numbered 19, 20, & 21 contain data from the 2010 Census and are not likely to have changed unless we have taken a separate audit of the county since 2010. Therefore, the only real pages we need to scrub are 11, 12, 13, 14, 15, 16, 17, 18, 22, 23, 24, 25, 28, 32, 33 & 34.

Page 26 contains info about structure numbers and may be better answered by the tax office representative (Ms Keller), but if you have that info in the Comprehensive Plan, then we can simply pull that over as well.

You can send me the updated pages from the Comprehensive Plan and the verbiage edits of the existing HMP pages and I will update and collate into the new HMP update. If you have any additional information that you feel would benefit the HMP, please send that as well and I will incorporate.

Please let me know if you have questions or concerns. Thanks.

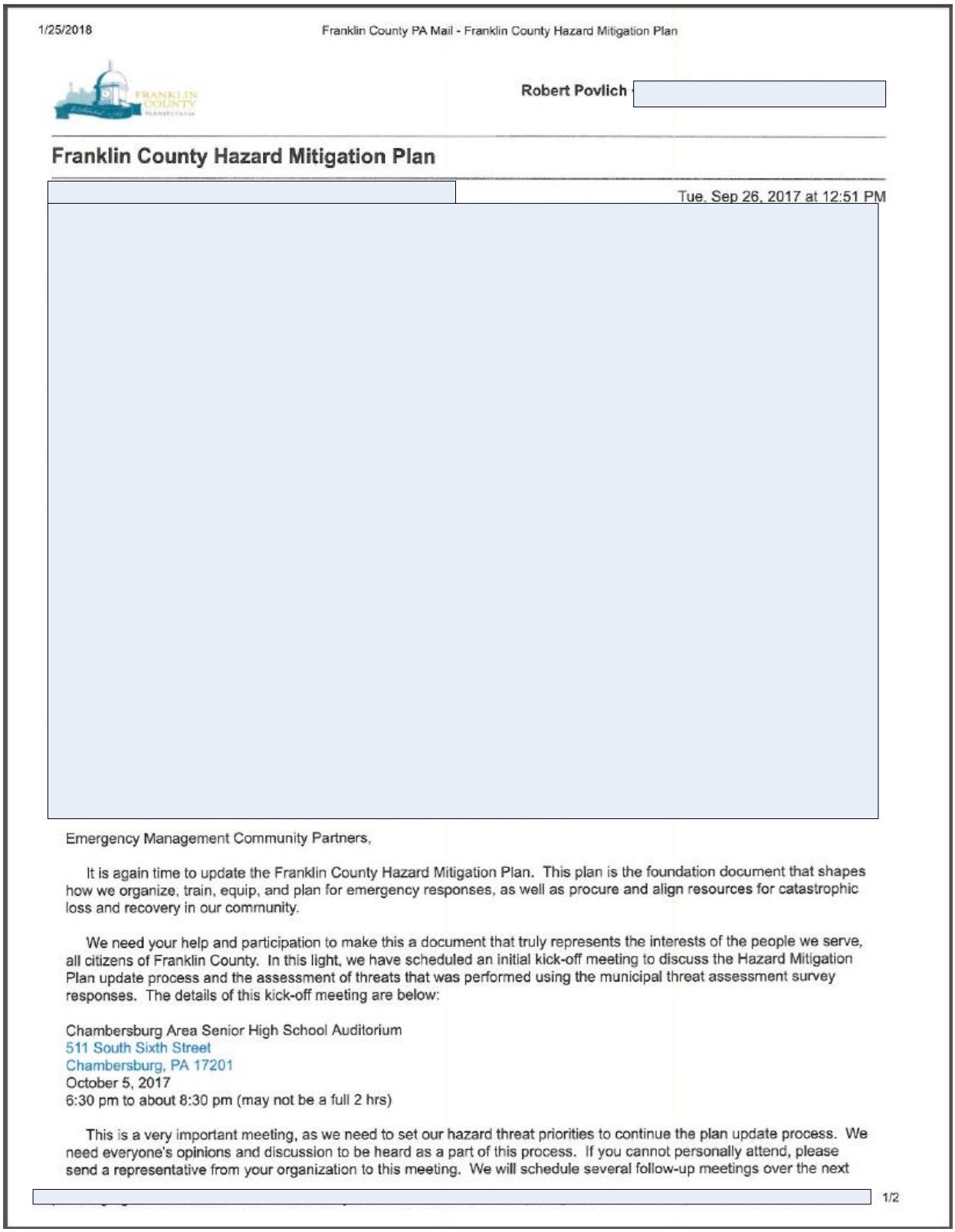
Bob

--
Bob Povlich
Franklin County Emergency Services
Planning Coordinator
[redacted]

Demographic Info for HMP Update.pdf
3555K

[redacted] 1/1

Figure B.4: RFI for Demographic Information 8 Aug 2017



1/25/2018 Franklin County PA Mail - Franklin County Hazard Mitigation Plan

Robert Povlich

Franklin County Hazard Mitigation Plan

Tue, Sep 26, 2017 at 12:51 PM

Emergency Management Community Partners,

It is again time to update the Franklin County Hazard Mitigation Plan. This plan is the foundation document that shapes how we organize, train, equip, and plan for emergency responses, as well as procure and align resources for catastrophic loss and recovery in our community.

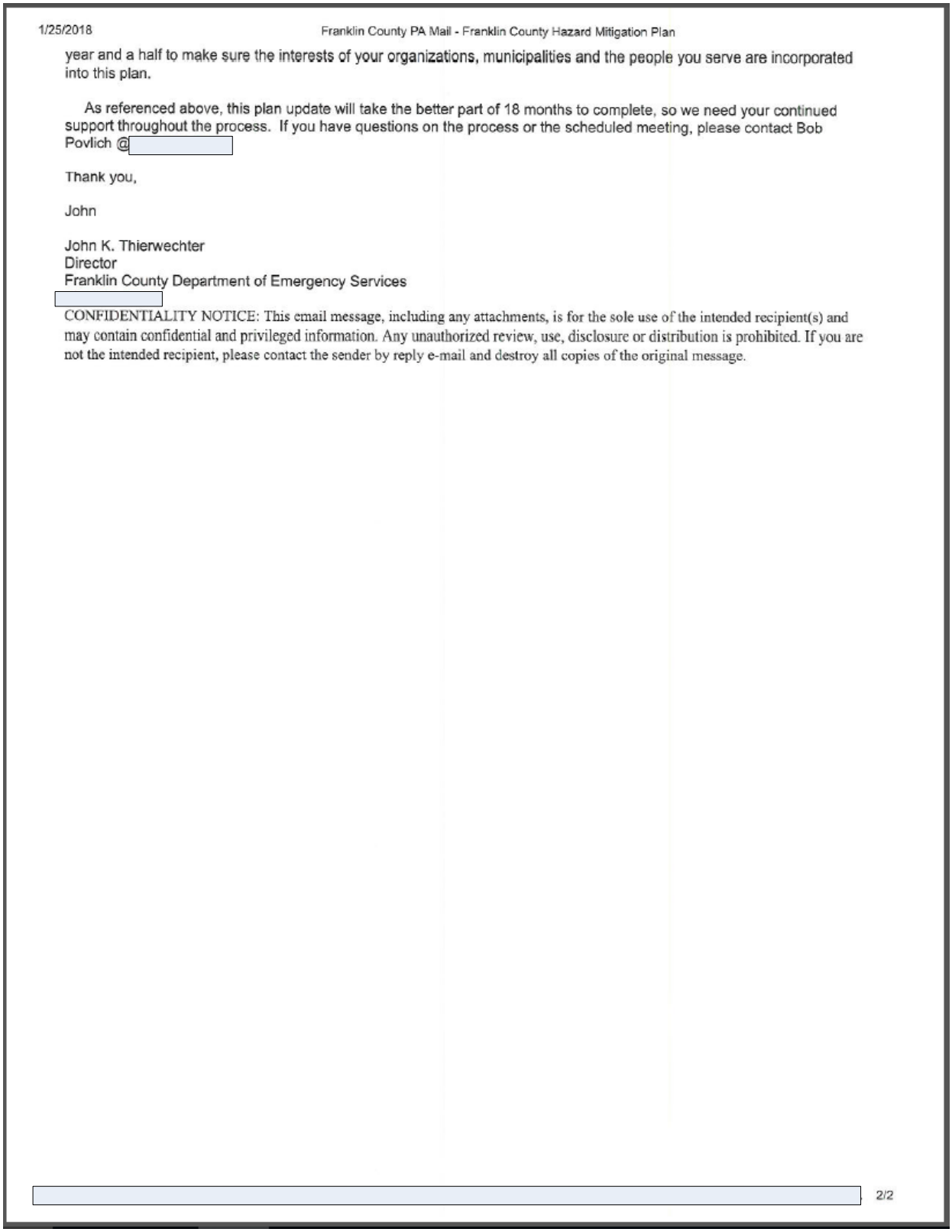
We need your help and participation to make this a document that truly represents the interests of the people we serve, all citizens of Franklin County. In this light, we have scheduled an initial kick-off meeting to discuss the Hazard Mitigation Plan update process and the assessment of threats that was performed using the municipal threat assessment survey responses. The details of this kick-off meeting are below:

Chambersburg Area Senior High School Auditorium
511 South Sixth Street
Chambersburg, PA 17201
October 5, 2017
6:30 pm to about 8:30 pm (may not be a full 2 hrs)

This is a very important meeting, as we need to set our hazard threat priorities to continue the plan update process. We need everyone's opinions and discussion to be heard as a part of this process. If you cannot personally attend, please send a representative from your organization to this meeting. We will schedule several follow-up meetings over the next

1/2

Figure B.5.1: Meeting Invite for 5 Oct 2017 HMP Kick-Off Meeting – Page 1 of 2



1/25/2018 Franklin County PA Mail - Franklin County Hazard Mitigation Plan

year and a half to make sure the interests of your organizations, municipalities and the people you serve are incorporated into this plan.

As referenced above, this plan update will take the better part of 18 months to complete, so we need your continued support throughout the process. If you have questions on the process or the scheduled meeting, please contact Bob Povlich @

Thank you,

John

John K. Thierwechter
Director
Franklin County Department of Emergency Services

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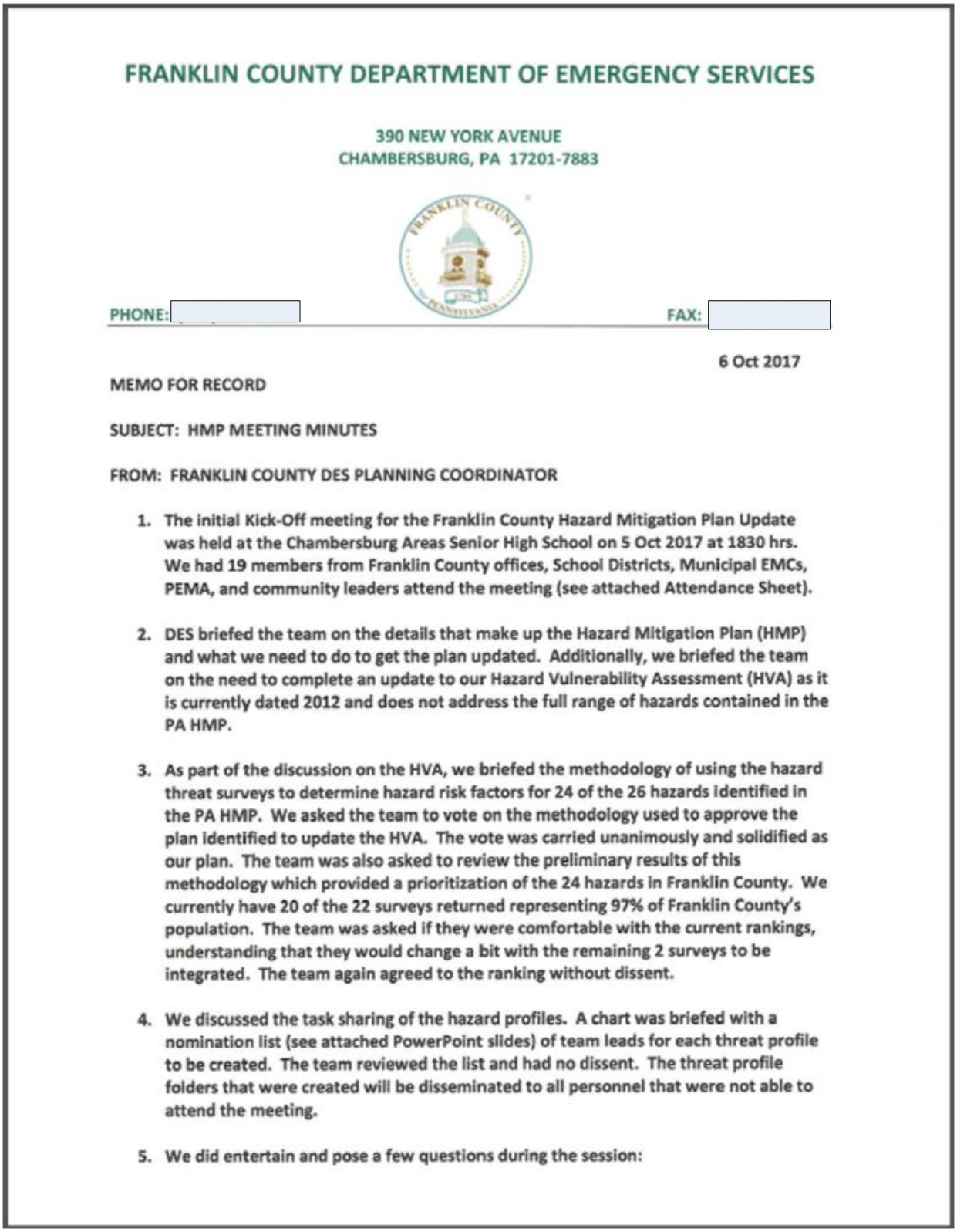
2/2

Figure B.5.2: Meeting Invite for 5 Oct 2017 HMP Kick-Off Meeting – Page 2 of 2



FRANKLIN COUNTY DEPARTMENT OF EMERGENCY SERVICES

390 NEW YORK AVENUE
CHAMBERSBURG, PA 17201-7883

PHONE: [redacted] FAX: [redacted]

6 Oct 2017

MEMO FOR RECORD

SUBJECT: HMP MEETING MINUTES

FROM: FRANKLIN COUNTY DES PLANNING COORDINATOR

1. The initial Kick-Off meeting for the Franklin County Hazard Mitigation Plan Update was held at the Chambersburg Areas Senior High School on 5 Oct 2017 at 1830 hrs. We had 19 members from Franklin County offices, School Districts, Municipal EMCs, PEMA, and community leaders attend the meeting (see attached Attendance Sheet).

2. DES briefed the team on the details that make up the Hazard Mitigation Plan (HMP) and what we need to do to get the plan updated. Additionally, we briefed the team on the need to complete an update to our Hazard Vulnerability Assessment (HVA) as it is currently dated 2012 and does not address the full range of hazards contained in the PA HMP.

3. As part of the discussion on the HVA, we briefed the methodology of using the hazard threat surveys to determine hazard risk factors for 24 of the 26 hazards identified in the PA HMP. We asked the team to vote on the methodology used to approve the plan identified to update the HVA. The vote was carried unanimously and solidified as our plan. The team was also asked to review the preliminary results of this methodology which provided a prioritization of the 24 hazards in Franklin County. We currently have 20 of the 22 surveys returned representing 97% of Franklin County's population. The team was asked if they were comfortable with the current rankings, understanding that they would change a bit with the remaining 2 surveys to be integrated. The team again agreed to the ranking without dissent.

4. We discussed the task sharing of the hazard profiles. A chart was briefed with a nomination list (see attached PowerPoint slides) of team leads for each threat profile to be created. The team reviewed the list and had no dissent. The threat profile folders that were created will be disseminated to all personnel that were not able to attend the meeting.

5. We did entertain and pose a few questions during the session:

Figure B.6.1: Meeting Minutes for 5 Oct 2017 HMP Kick-off Meeting – Page 1 of 2

a. How were the survey responses generated for each municipality?
   Answer – They were sent to the Municipal leaders and Local EMCs to convene, discuss, and provide scores for the threat hazards (see attached survey) as they specifically pertain to their geology, geography and demographics. They responses are the municipal's ranking and the county supports their assessment and will not seek to influence them.

b. Can we have a survey sent out to seek dates for the next bi-monthly meeting?
   Answer – Yes, we will provide a survey with nominations of dates for the next meeting that will be held in the mid-December time-frame.

c. What is the best time of day to hold these meetings for maximum participation? Would the team be able to support a meeting during normal working hours (0800-1630 hrs)?
   Answer – The team agreed that a day-time meeting may produce better attendance. We will try this for the next meeting. We will also try to provide a dial in access to those members that cannot make the physical meeting, but would still like to participate.

d. Are we required to have the Environmental Impacts paragraph in the Threat profiles (asked to PEMA rep)?
   Answer – The PEMA rep reviewed the most recent Hazard Mitigation SOG from the state and this is no longer a requirement.

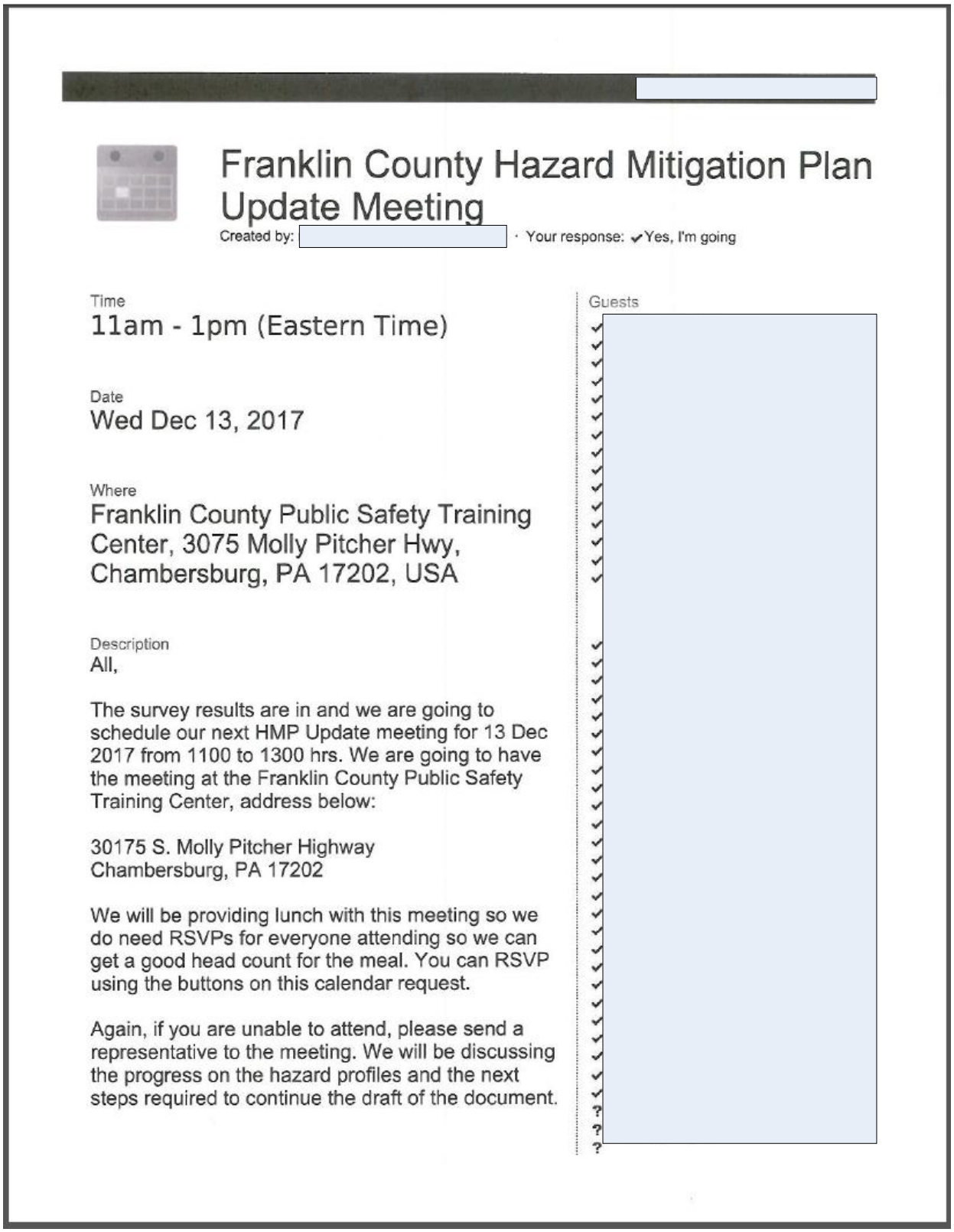
e. If a municipality were to "not participate" in the HMP Update as determined by FEMA, how would it impact a school in that municipality? Would they be locked out of federal funding for disaster relief/mitigation (asked to PEMA)?
   Answer – The PEMA rep stated that the school and all entities in that municipality would in fact lose the ability to seek federal funding for disaster and mitigation funding due to the lack of coverage by an approved HMP.

6. Team members were informed that a Google Drive has been set up for the Franklin County HMP Update and that they would be given access to that drive. The team was also directed to address any questions on the HMP Update, process, or taskings to the project lead, Bob Povlich. The meeting adjourned at 1915 hrs.

ROBERT W. POVLICH JR
Planning Coordinator
Franklin County DES

Attachments:
Attendance sheet 10052017.pdf
Franklin County Hazard Mitigation Plan Update 10052017.ppt
HMP_Survey_07112017.pdf
Point of Contact.pdf

Figure B.6.2: Meeting Minutes for 5 Oct 2017 HMP Kick-off Meeting – Page 2 of 2



Franklin County Hazard Mitigation Plan Update Meeting

Created by: [redacted] · Your response: ✔Yes, I'm going

Time
11am - 1pm (Eastern Time)

Date
Wed Dec 13, 2017

Where
Franklin County Public Safety Training Center, 3075 Molly Pitcher Hwy, Chambersburg, PA 17202, USA

Description
All,

The survey results are in and we are going to schedule our next HMP Update meeting for 13 Dec 2017 from 1100 to 1300 hrs. We are going to have the meeting at the Franklin County Public Safety Training Center, address below:

30175 S. Molly Pitcher Highway
Chambersburg, PA 17202

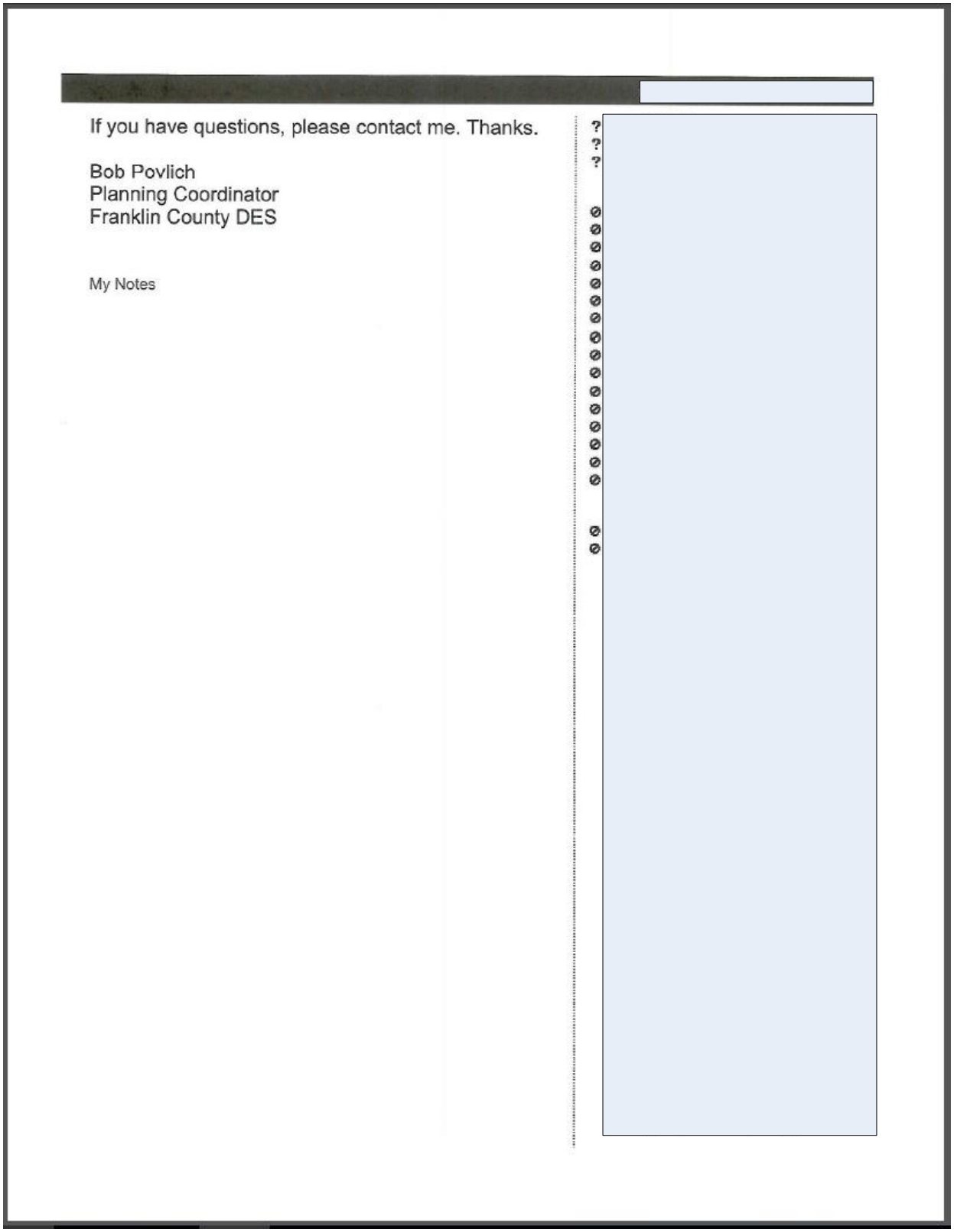
We will be providing lunch with this meeting so we do need RSVPs for everyone attending so we can get a good head count for the meal. You can RSVP using the buttons on this calendar request.

Again, if you are unable to attend, please send a representative to the meeting. We will be discussing the progress on the hazard profiles and the next steps required to continue the draft of the document.

Guests

[redacted]

Figure B.7.1: Meeting Invite for 13 Dec 2017 HMP Meeting – Page 1 of 3



If you have questions, please contact me. Thanks.

Bob Povlich
Planning Coordinator
Franklin County DES

My Notes

Figure B.7.2: Meeting Invite for 13 Dec 2017 HMP Meeting – Page 2 of 3

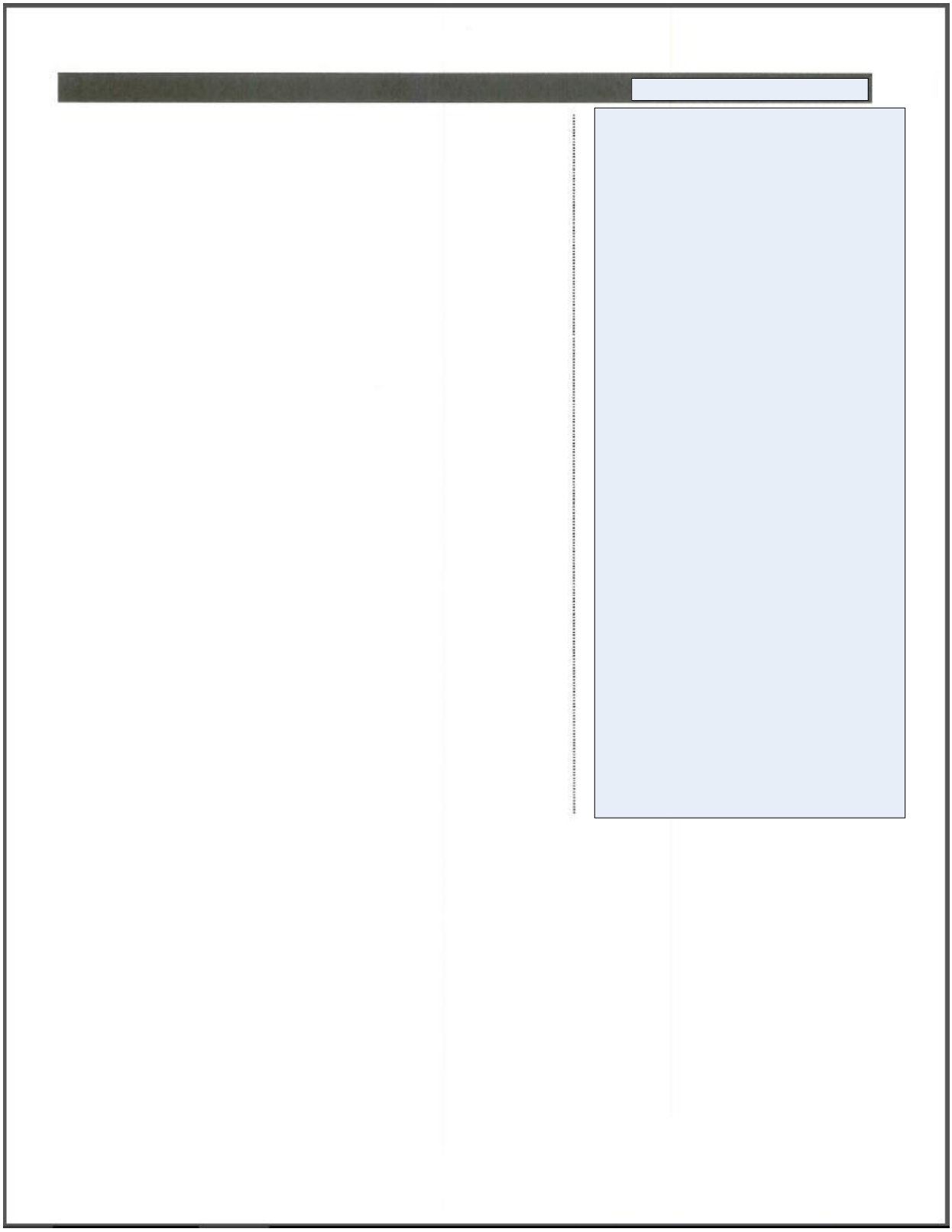


Figure B.7.3: Meeting Invite for 13 Dec 2017 HMP Meeting – Page 3 of 3

FRANKLIN COUNTY DEPARTMENT OF EMERGENCY SERVICES

390 NEW YORK AVENUE
CHAMBERSBURG, PA 17201-7883

PHONE: FAX:

13 Dec 2017

MEMO FOR RECORD

SUBJECT: HMP UPDATE MEETING – HVA AND MITIGATION STRATEGY DISCUSSIONS

FROM: FRANKLIN COUNTY DES PLANNING COORDINATOR

1. We held an HMP update meeting today (13 Dec 2017) to discuss the acceptance of the final version of the Hazard Vulnerability Analysis (HVA) Risk Factor Prioritization as well as the proposed HMP Mitigation Strategy. The meeting was held at the Franklin County Public Safety Training Center (FCPSTC). Of the 132 Hazard Mitigation Planning Team (HMPT) members invited to the meeting, 52 attended this session. Refer to the attached Sign-In sheet for attendee specifics.

2. The first agenda item was to discuss and approve the HVA Risk Factor Prioritization for inclusion in the draft document. The HVA methodology that was approved at the 5 Oct meeting was again explained to the HMP Team. The municipalities were informed that their priorities for threats in their jurisdiction are maintained in the HMP document. The county is required to provide a roll-up of these municipal threats and that the threats from every municipality was used in conjunction with the associated percentage of county population residing in each municipality to create a weighted average risk factor for each threat identified. These risk factors were then racked from highest to lowest to get the county's threat prioritization. Refer to the attached Slide 3 of the *Franklin County Hazard Mitigation Plan Update 12132017v2* briefing for specific details on the prioritization.

3. The next discussion area was the review of the 2014 HMP Mitigation Strategy. The HMPT was informed of the 4 Goals that were in the plan and that they were not linked to anything externally or internally in the HMP. It was also briefed that the existing plan had 38 Mitigation Actions identified and that even though they were linked to the hazard threats, they were not linked to the HMP Goals previously identified. Refer to Slide 8 of attached *Franklin County Hazard Mitigation Plan Update 12132017v2* briefing.

4. A new Mitigation Strategy was proposed that linked the 4 new HMP Goals not only to newly developed HMP Objectives, but also to an overarching, county-level external strategic plan, the Franklin County Emergency Services Strategic Plan, revised 2016

Figure B.8.1: Meeting Minutes for 13 Dec 2017 HMP Meeting – Page 1 of 5

(Refer to Slide 9 of attached brief). Each proposed Goal and underlying Objectives were discussed. It was decided that under Goal #1, that we needed to add an Objective to talk about supporting the first responder agencies in the county to augment/increase/enhance the recruitment and retention of their volunteer service member community. This is a good addition to the Mitigation Plan and will be included. The approval of the linkage to the FCDES Strategic Plan was put on hold until a copy of that plan could be sent to HMPT members for review. This plan will be sent to all HMPT members to review and electronic voting/approval of this county-level plan linkage will be used to finalize approval/disapproval. The internal document structure of the proposed **new Goals/Objectives was approved** by the HMPT to include the additional Objective for Goal #1 discussed above.

5. The biggest point of discussion during this brief was the methodology used to finalize the HVA for inclusion in the HMP. A team member was concerned that their municipality's threat prioritization was in some cases significantly different than those of neighboring municipalities. The HVA methodology was explained again to the team with the understanding that it was fully expected that each municipality would have different ratings for each hazard threat based upon geography, resources, experience, and disposition of the population in that municipality. The team member was also concerned that the hazard threats were not well defined to create a common understanding of the threats to the municipalities completing the hazard threat survey. The member was provided a copy of the survey that was given to every municipality that included the PA HMP definitions for each of the threats that were asked to be assessed. Several other HMPT members cited examples as to why these differences are expected. The primary goal of this HVA process was to make sure the county used the municipal priorities to create a risk factor roll-up, and not just select the priorities without municipal input. As a Commonwealth, Pennsylvania sees the municipalities as the seat of authority on disaster mitigation and planning and this methodology holds true to that premise. The HMPT voted on and **approved the HVA Risk Factor Prioritization**. The member with the original question on the HVA asked if they could relook at their survey responses. We have no issue with these changes, but we will need to freeze changes to the HVA relatively quickly for inclusion in the HMP. It is understood by all members that the HMP is a living document to be reviewed and edited on an annual basis and that the HVA is only a snapshot in time. Changes to priorities for hazard threats will be addressed at these annual reviews/updates.

6. There were several questions that came up during the HMP discussions. These questions and corresponding answers are documented below:

    a. Why are the hazard threat assessments so widely different even between neighboring municipalities? How were municipalities to have a common understanding of the threat hazards?
    ANSWER: As explained above, each communities' threats are expected to be rated differently based upon geography, available resources, experience, and disposition of the population in that municipality. The county's priorities were based off a weighted average (due to municipal population) of the municipal risk factors for each threat to determine the county's assessment for risk factor priorities, but each municipality's priorities are maintained in the HMP document. Additionally, the municipalities were given the accepted PA State

Figure B.8.2: Meeting Minutes for 13 Dec 2017 HMP Meeting – Page 2 of 5

HMP definitions of all applicable hazard threats with the surveys to provide this common understanding of the threats to be assessed.

b. When will the public be brought into the discussion of the HMP? How will the residents know?
ANSWER: The next meeting in February 2018 will be open to the public to participate in the HP Update process as we are slated to discuss capabilities and mitigation actions. Additionally, as Sections of the HMP document reach draft stage, they will be posted on-line for public review and comment. The delay on open-public participation was intentional to allow for a foundation of the HMP to be established. We did not want the start of the update process to get bogged down by special interests early on. We are at a stage now that discussions on special public interest items can be addressed without hindering progress. Also, solicitation of public Mitigation Actions will also be done, via on-line venues, to increase the public's participation.

c. Can we table the approval for the FCDES Strategic Plan Linkage until all members have a chance to review this plan?
ANSWER: Yes. We will send out a copy of the Franklin County Department of Emergency Service's Strategic Plan for HMPT members to review. The team will then be asked to vote electronically on the approval to link these two planning documents. A timeframe will be established on this vote, and non-response within the allotted timeframe will be considered concurrence.

d. Can you explain the status of the adoption of the current (2014) Franklin County HMP?
ANSWER: After the 2014 Franklin County HMP was "Approved Pending Adoption", the municipalities were to pass a resolution adopting this plan. Otherwise, they would have to develop their own HMP to be eligible for the non-emergency federal hazard mitigation grant funding. Something in the process was broken, as only 3 of our 22 municipalities had adopted the plan as of 29 Nov 2017. FCDES, working with PEMA and FEMA, has restarted this adoption process to get our municipalities covered by the existing County HMP until the new update is ready for adoption in May of 2019. Six (6) municipalities have passed resolutions adopting the 2014 HMP in the past week and they currently are at FEMA for approval. Several other municipalities are in the process of doing this. This will allow more of our municipalities to be eligible for the non-emergency federal hazard mitigation grant funding in 2018.

e. It is important to get elected officials' participation in these HMP discussions. What steps are being taken to make sure municipal elected officials are involved in this process?
ANSWER: Every elected official, with influence on emergency operations, and Local EMC in the county is included in all correspondence pertaining to the HMP update process. Additionally, the county is participating in regularly scheduled elected official events, such as the Emergency Services Alliance and Township Supervisors Conference to brief the status and importance of HMP participation. Participation from all municipalities to date has been good, but it is worthwhile

Figure B.8.3: Meeting Minutes for 13 Dec 2017 HMP Meeting – Page 3 of 5

to keep this initiative in front of the elected officials to make sure participation is maintained.

f. Will the general public be provided these hazard threat surveys to input their priorities into this process?
ANSWER: This was considered at the onset of the HVA methodology development. However, since Pennsylvania is a Commonwealth, the municipalities are the seat of authority on disaster mitigation and planning. This being the case, it was decided, that the municipalities would be responsible for addressing their citizens priorities in their surveys for threat hazards in their jurisdiction. This HVA methodology was approved at the 5 Oct 2017 HMP Update meeting.

g. Are the Objectives and associated Mitigation Actions prioritized?
ANSWER: At this point, no. However, once we determine the specific Goals/Objectives/Actions to be included in the HMP Mitigation Strategy, each Mitigation Action will be prioritized based on the prescribed methodology in *Appendix 12 of the PEMA All-Hazard Mitigation Planning Standard Operating Guide* (See Attachment).

h. How are we addressing the need to use various communications sources (social media, Wireless Emergency Alert, Twitter, ...etc.) to convey critical emergency warning alerts and disseminate planning/preparedness information to the general public on these threats?
ANSWER: Specific Mitigation Actions were added to the HMP Mitigation Strategy that address the need to continue to use alternative communications sources, such as those above, to get warnings and info to the public in Franklin County. We are encouraging the municipalities to submit additional Mitigation Actions to address these concerns specifically for their jurisdictions. These proposed Mitigation Actions will be sent out electronically for HMPT members to review and augment. All Mitigation Actions will be discussed for approval at the next HMP Update meeting.

i. How does the HVA cover the varying range of storms that could be a threat (i.e how are sleet, hail, blizzard, thunderstorms classified as they could come with varying intensities)?
ANSWER: Each hazard threat profile has paragraphs that discuss "Location and Extent" as well as "Range of Magnitude". It is in these paragraphs that the varying types and intensities of these hazards are identified from minor inconveniences to major catastrophes. The threat assessments are based on worst case scenario of hazards. It is understood that a tornado can cause little to no damage or be completely devastating. The HVA is simply intended to provide an assessment on probability of occurrence and impact if it does (again, as a worst case scenario).

j. How is the government going to account for threats like the H1N1 flu outbreak?
ANSWER: Pandemic and Infectious Disease is one of the hazard threats identified for Franklin County and a hazard profile is being developed to address it. We are in cooperation with the local medical community to assure their

Figure B.8.4: Meeting Minutes for 13 Dec 2017 HMP Meeting – Page 4 of 5

concerns and capabilities are folded into the process. Additionally, we have proposed a Mitigation Action that would have County Health and Human Services, County Emergency Services, and Local Health care providers coordinate and draft an Annex to the Franklin County Emergency Operations Plan specifically to address the concerns of a pandemic in the county.

k. Where will tick-borne illnesses fall in the HVA?
ANSWER: The tick itself would be covered under Invasive Species, but the associated illness would fall under Pandemic and Infectious Disease. These two, like other hazard threats, can be linked. The real issue would be what hazard is being addressed by the proposed mitigation action. If eradication of the tick is the mitigation action, then it would apply to Invasive Species. If a treatment plan for the illness is part of the action, then it would be applied to the Pandemic and Infectious Disease threat.

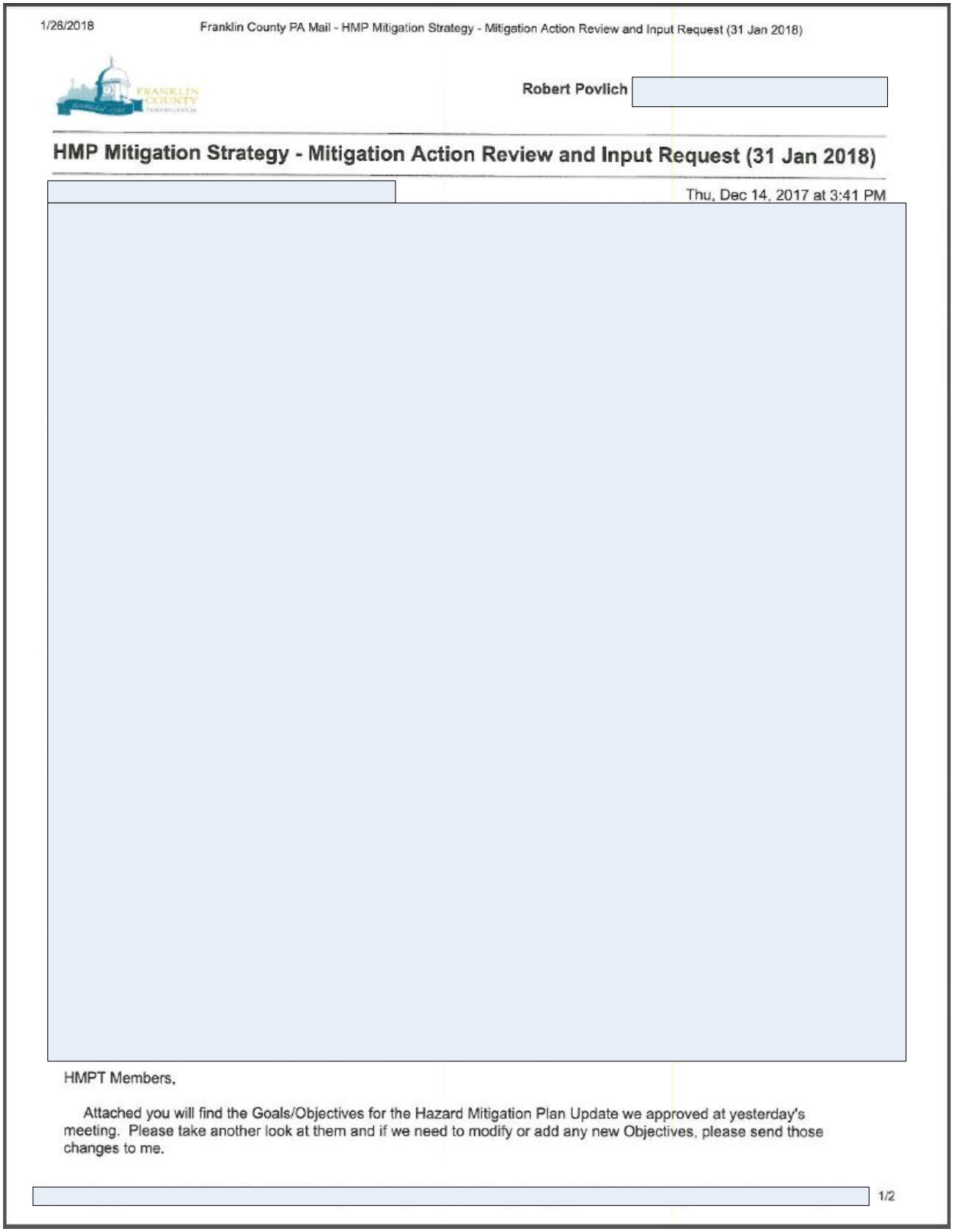
l. Will the Mitigation Actions contain metrics to measure progress?
ANSWER: Yes, where applicable. Some actions lend themselves to metrics to evaluate progress, such as number of households participating in the NFIP program. Some, like the purchase and repurpose of a property do not...they are either completed or not. The bigger issue is that the Mitigation Actions are to be reviewed every year and be evaluated for progress. This has been lax in the past and needs to be rectified. A review of the existing mitigation actions for the 2014 HMP is underway and will be discussed and voted upon at the next HMP Update meeting.

7. The HMPT was informed that the next update meeting would be held in the Feb 2018 timeframe. A survey will again be sent out to solicit the best date/time for the meeting, as this process more than doubled our attendance for this meeting. The HMPT members were also informed that we would discuss the wrap-up of items from this meeting as well as begin discussion on the Capabilities section for the HMP document. A copy of these meeting minutes and associated documentation will be sent to all HMPT members. The meeting was adjourned at 1230 hrs.

ROBERT W. POVLICH JR
Planning Coordinator
Franklin County DES

3 Attachments:
Attendance Sheet 12132017.pdf
Franklin County Hazard Mitigation Plan Update 12132017v2.ppt
Appendix 12 of the PEMA All-Hazard
Mitigation Planning Standard Operating Guide.pdf

Figure B.8.5: Meeting Minutes for 13 Dec 2017 HMP Meeting – Page 5 of 5



1/26/2018 Franklin County PA Mail - HMP Mitigation Strategy - Mitigation Action Review and Input Request (31 Jan 2018)

Robert Povlich

HMP Mitigation Strategy - Mitigation Action Review and Input Request (31 Jan 2018)

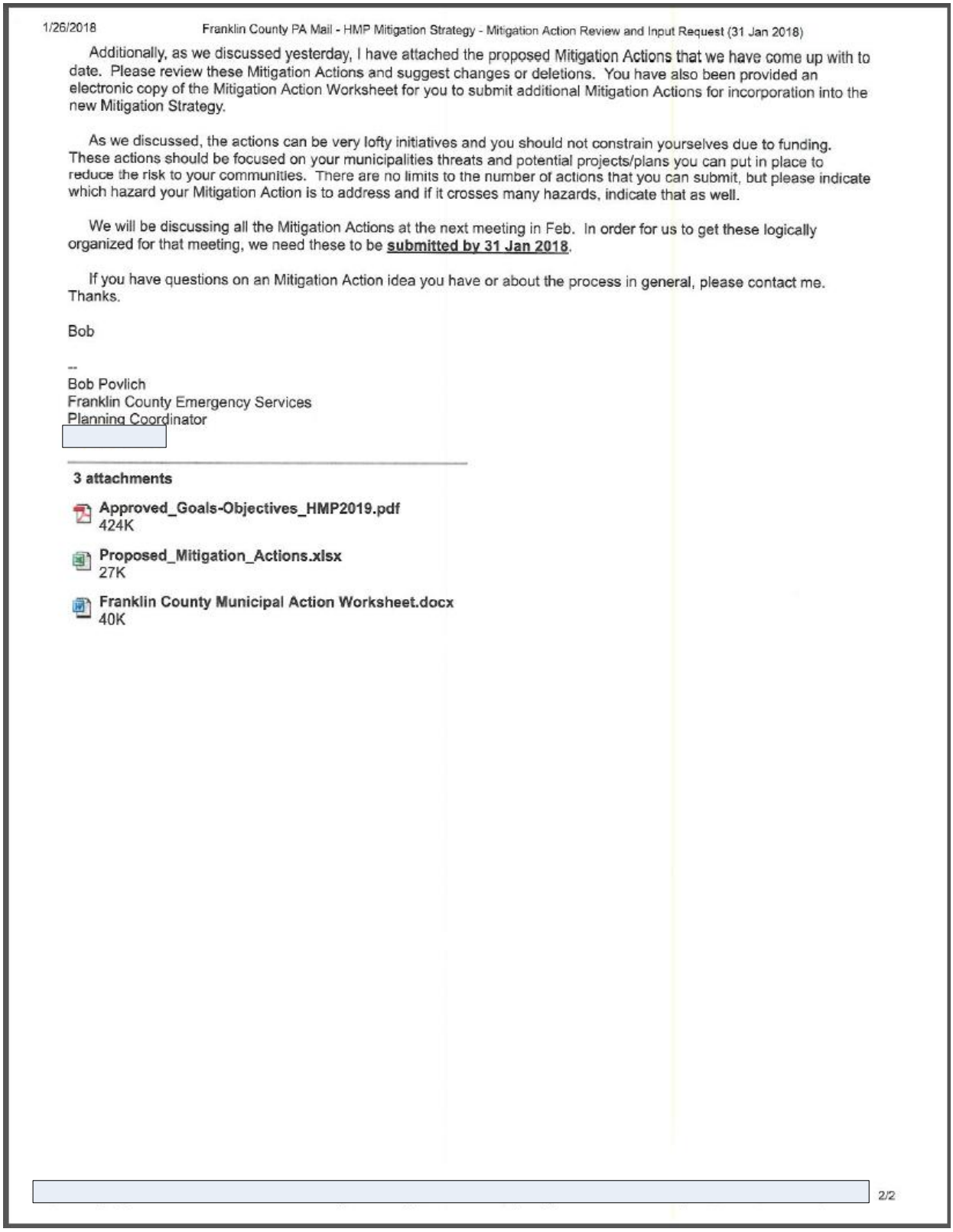
Thu, Dec 14, 2017 at 3:41 PM

HMPT Members,

Attached you will find the Goals/Objectives for the Hazard Mitigation Plan Update we approved at yesterday's meeting. Please take another look at them and if we need to modify or add any new Objectives, please send those changes to me.

1/2

Figure B.9.1: RFI for Municipal Mitigation Action Inputs 14 Dec 2017 – Page 1 of 2



1/26/2018 Franklin County PA Mail - HMP Mitigation Strategy - Mitigation Action Review and Input Request (31 Jan 2018)

Additionally, as we discussed yesterday, I have attached the proposed Mitigation Actions that we have come up with to date. Please review these Mitigation Actions and suggest changes or deletions. You have also been provided an electronic copy of the Mitigation Action Worksheet for you to submit additional Mitigation Actions for incorporation into the new Mitigation Strategy.

As we discussed, the actions can be very lofty initiatives and you should not constrain yourselves due to funding. These actions should be focused on your municipalities threats and potential projects/plans you can put in place to reduce the risk to your communities. There are no limits to the number of actions that you can submit, but please indicate which hazard your Mitigation Action is to address and if it crosses many hazards, indicate that as well.

We will be discussing all the Mitigation Actions at the next meeting in Feb. In order for us to get these logically organized for that meeting, we need these to be **submitted by 31 Jan 2018**.

If you have questions on an Mitigation Action idea you have or about the process in general, please contact me. Thanks.

Bob

--
Bob Povlich
Franklin County Emergency Services
Planning Coordinator

3 attachments

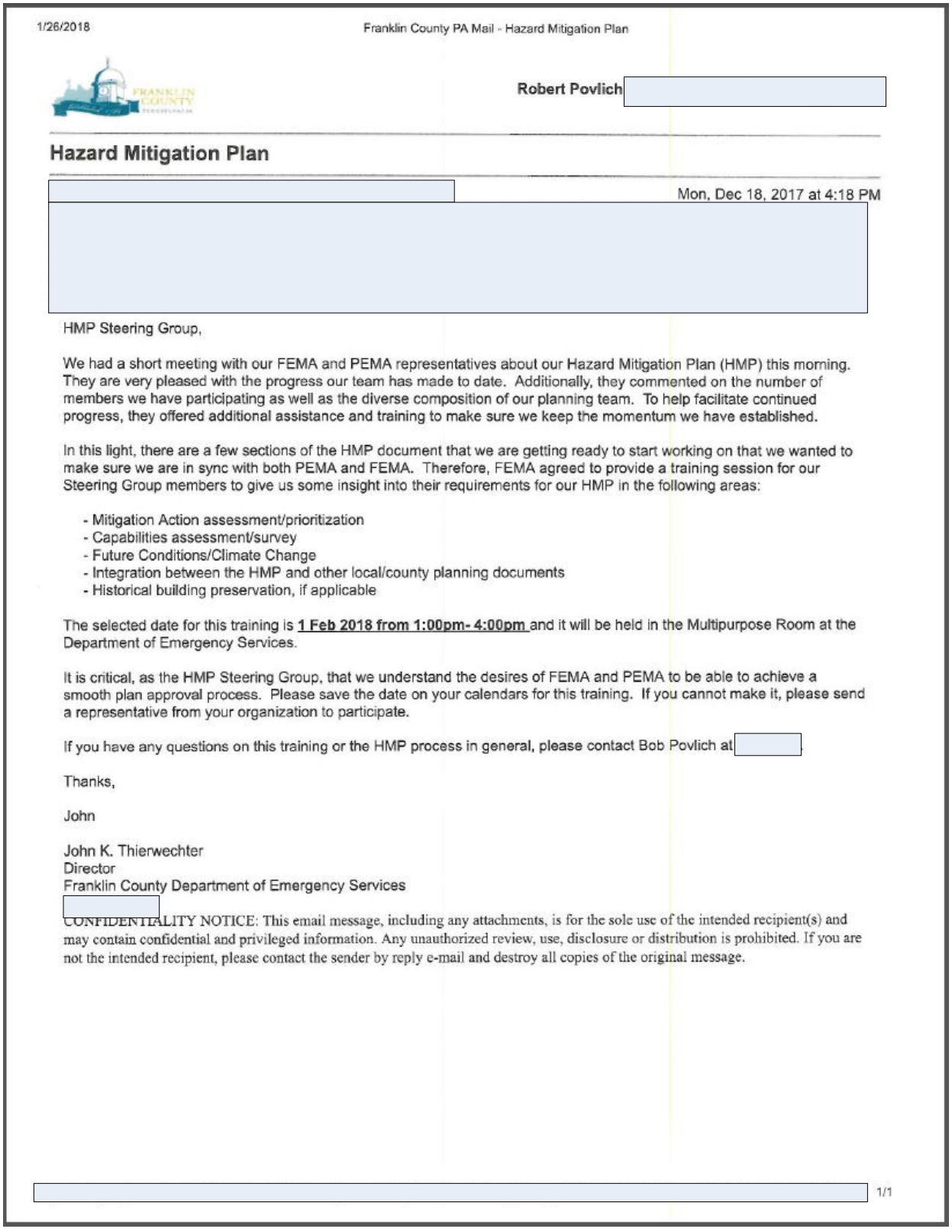
Approved_Goals-Objectives_HMP2019.pdf
424K

Proposed_Mitigation_Actions.xlsx
27K

Franklin County Municipal Action Worksheet.docx
40K

2/2

Figure B.9.2: RFI for Municipal Mitigation Action Inputs 14 Dec 2017 – Page 2 of 2



1/26/2018 Franklin County PA Mail - Hazard Mitigation Plan

Robert Povlich

Hazard Mitigation Plan

Mon, Dec 18, 2017 at 4:18 PM

HMP Steering Group,

We had a short meeting with our FEMA and PEMA representatives about our Hazard Mitigation Plan (HMP) this morning. They are very pleased with the progress our team has made to date. Additionally, they commented on the number of members we have participating as well as the diverse composition of our planning team. To help facilitate continued progress, they offered additional assistance and training to make sure we keep the momentum we have established.

In this light, there are a few sections of the HMP document that we are getting ready to start working on that we wanted to make sure we are in sync with both PEMA and FEMA. Therefore, FEMA agreed to provide a training session for our Steering Group members to give us some insight into their requirements for our HMP in the following areas:

- Mitigation Action assessment/prioritization
- Capabilities assessment/survey
- Future Conditions/Climate Change
- Integration between the HMP and other local/county planning documents
- Historical building preservation, if applicable

The selected date for this training is **1 Feb 2018 from 1:00pm- 4:00pm** and it will be held in the Multipurpose Room at the Department of Emergency Services.

It is critical, as the HMP Steering Group, that we understand the desires of FEMA and PEMA to be able to achieve a smooth plan approval process. Please save the date on your calendars for this training. If you cannot make it, please send a representative from your organization to participate.

If you have any questions on this training or the HMP process in general, please contact Bob Povlich at .

Thanks,

John

John K. Thierwechter
Director
Franklin County Department of Emergency Services

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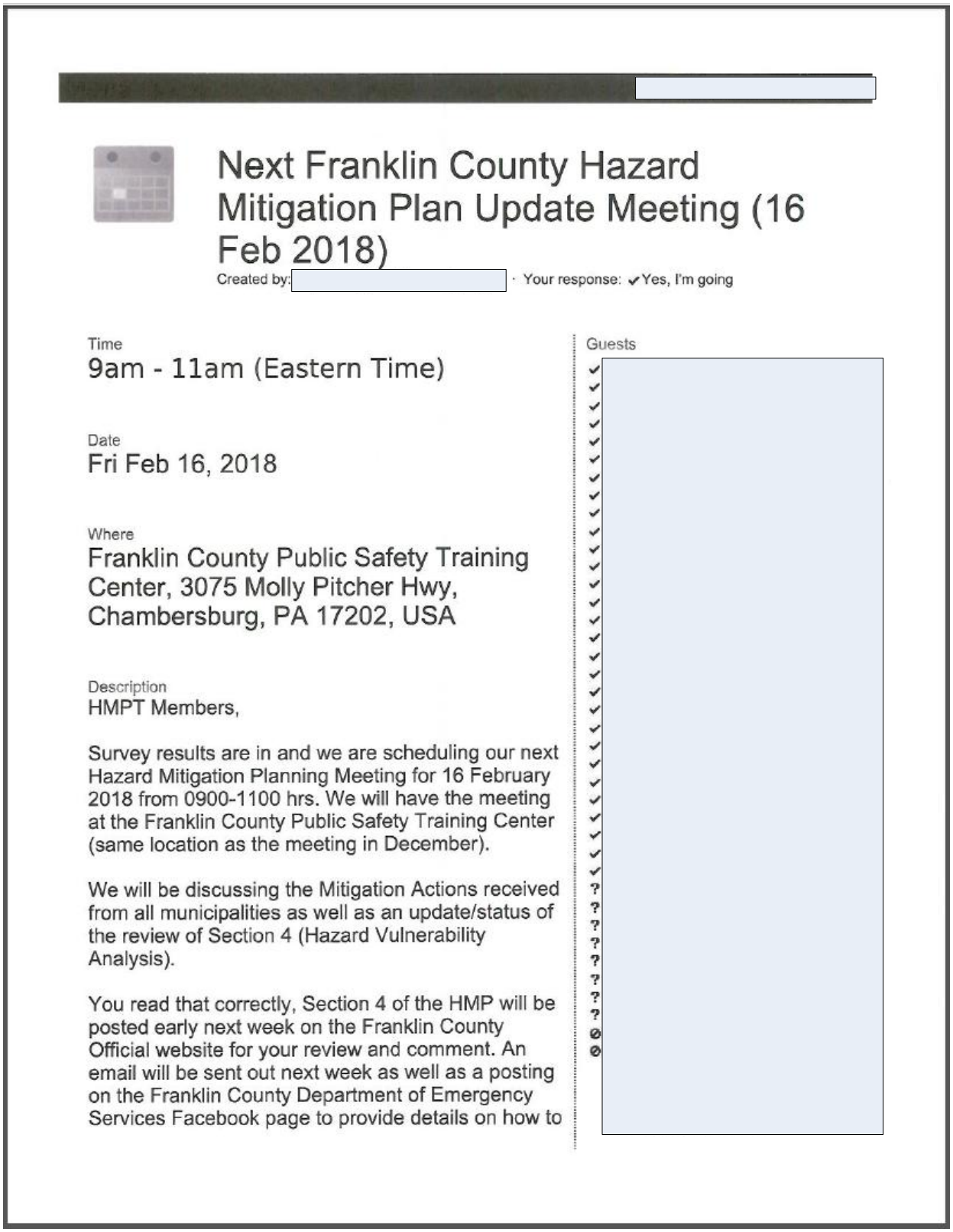
1/1

Figure B.10: HMPSC Invite for 1 Feb 2018 FEMA Training Meeting



Next Franklin County Hazard Mitigation Plan Update Meeting (16 Feb 2018)

Created by: [redacted] · Your response: ✔Yes, I'm going

Time
9am - 11am (Eastern Time)

Date
Fri Feb 16, 2018

Where
Franklin County Public Safety Training Center, 3075 Molly Pitcher Hwy, Chambersburg, PA 17202, USA

Description
HMPT Members,

Survey results are in and we are scheduling our next Hazard Mitigation Planning Meeting for 16 February 2018 from 0900-1100 hrs. We will have the meeting at the Franklin County Public Safety Training Center (same location as the meeting in December).

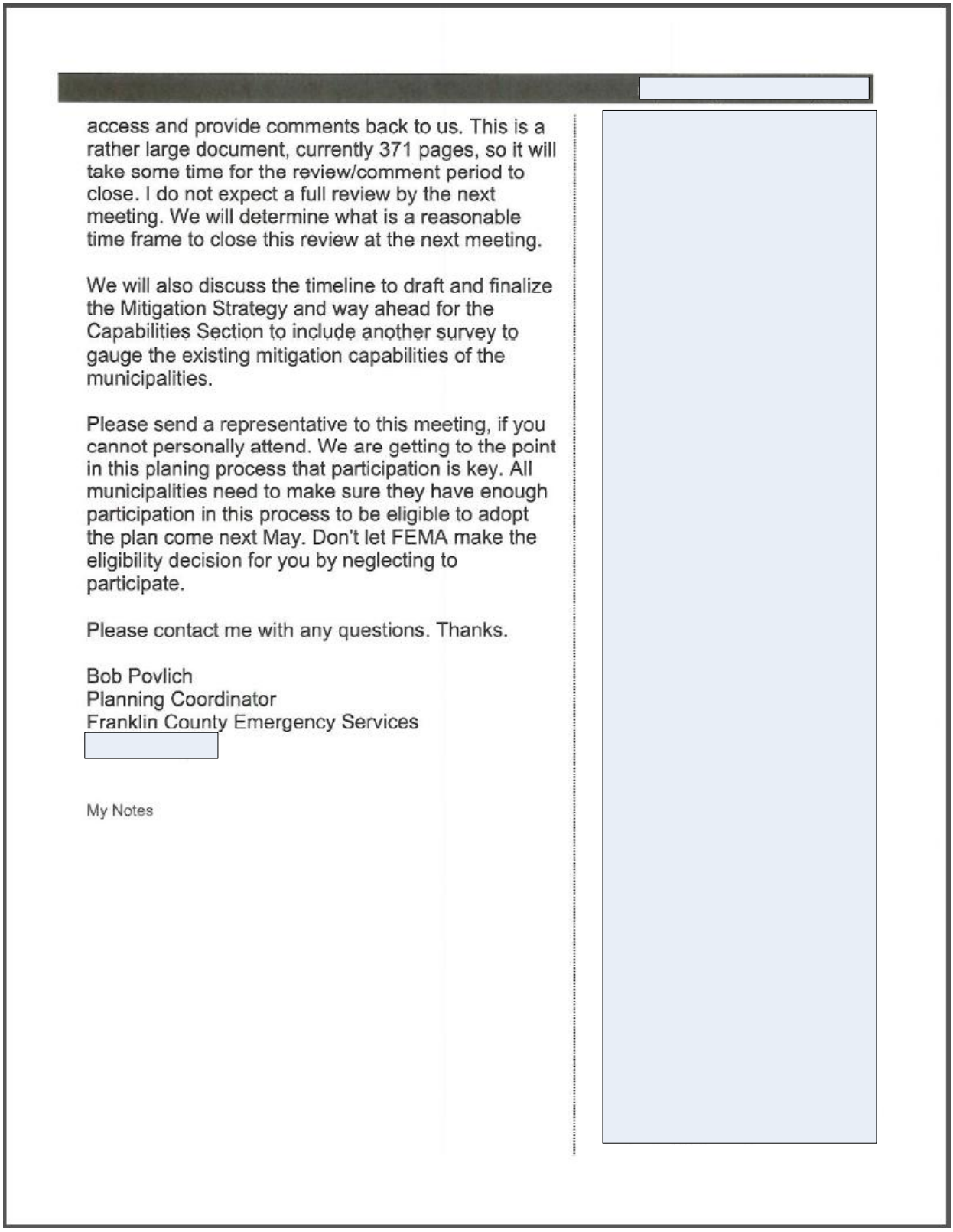
We will be discussing the Mitigation Actions received from all municipalities as well as an update/status of the review of Section 4 (Hazard Vulnerability Analysis).

You read that correctly, Section 4 of the HMP will be posted early next week on the Franklin County Official website for your review and comment. An email will be sent out next week as well as a posting on the Franklin County Department of Emergency Services Facebook page to provide details on how to

Guests

[redacted]

Figure B.11.1: Meeting Invite for 16 Feb 2018 HMP Meeting – Page 1 of 3



access and provide comments back to us. This is a rather large document, currently 371 pages, so it will take some time for the review/comment period to close. I do not expect a full review by the next meeting. We will determine what is a reasonable time frame to close this review at the next meeting.

We will also discuss the timeline to draft and finalize the Mitigation Strategy and way ahead for the Capabilities Section to include another survey to gauge the existing mitigation capabilities of the municipalities.

Please send a representative to this meeting, if you cannot personally attend. We are getting to the point in this planing process that participation is key. All municipalities need to make sure they have enough participation in this process to be eligible to adopt the plan come next May. Don't let FEMA make the eligibility decision for you by neglecting to participate.

Please contact me with any questions. Thanks.

Bob Povlich
Planning Coordinator
Franklin County Emergency Services

My Notes

Figure B.11.2: Meeting Invite for 16 Feb 2018 HMP Meeting – Page 2 of 3

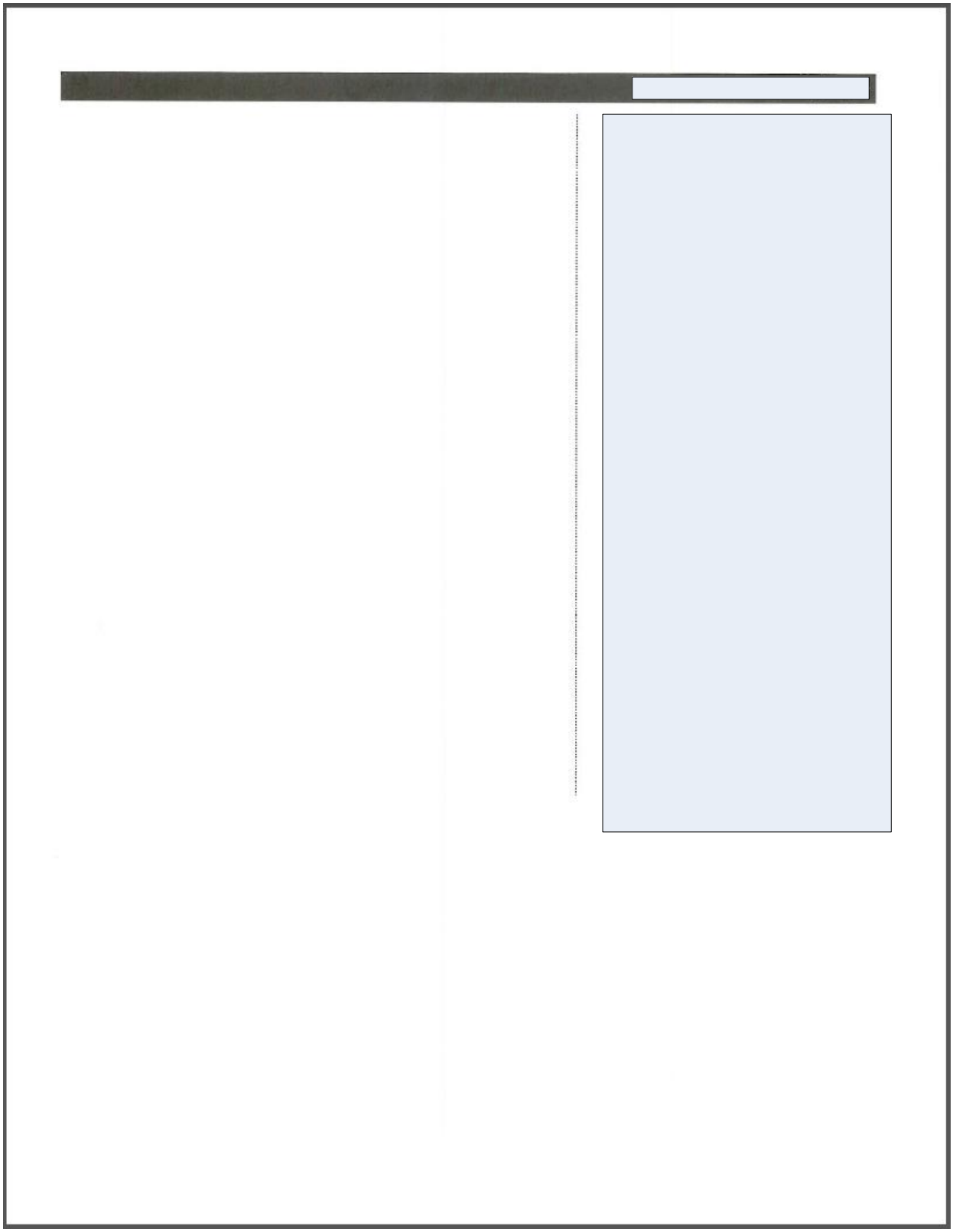


Figure B.11.3: Meeting Invite for 16 Feb 2018 HMP Meeting – Page 3 of 3

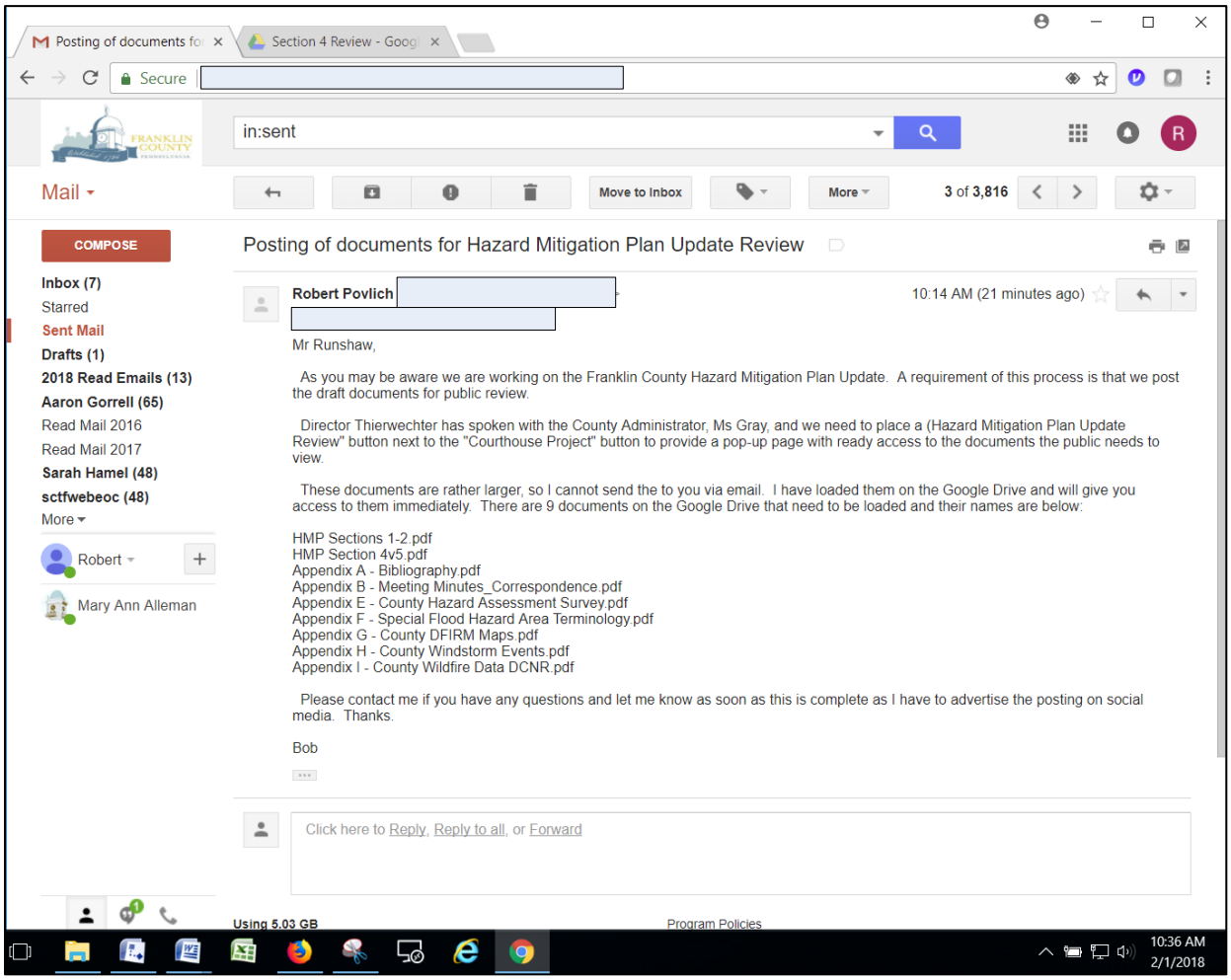


Figure B.12: Request Posting of Sections 1, 2, & 4 on Franklin County Webpage for Public Review (2/1/2018)

FRANKLIN COUNTY DEPARTMENT OF EMERGENCY SERVICES

390 NEW YORK AVENUE
CHAMBERSBURG, PA 17201-7883

PHONE: FAX:

16 Feb 2018

MEMO FOR RECORD

SUBJECT: HAZARD MITIGATION PLAN (HMP) MEETING

FROM: FRANKLIN COUNTY DES PLANNING COORDINATOR

1. We held an HMP meeting (16 Feb 2018) to discuss the progress of the plan to date, the review of the draft Hazard Vulnerability Analysis (HVA), Mitigation Actions, and the Municipal Capabilities Survey. Each of these discussion items are captured in the following paragraphs.

2. **HMP Status/Roadmap**: We briefed about our Steering Group meeting with FEMA/PEMA held on 1 Feb 2018. We explained that both FEMA and PEMA were pleased with our progress and FEMA has even sent their review comments back. These comments have already been integrated in the new draft. We also talked about the timelines for the Mitigation Strategy (Section 6) and Capabilities Section (Section 5). Due to the fact that the Capabilities Section will identify gaps to be addressed in the Mitigation Strategy as actions, it was determined that these two sections of the document would have to be done at the same time. In order to stay on our accelerated timeline, both of these Sections need to be closed for input and a draft started by May 2018. The discussions on suspenses to meet this timeline are covered in the next three paragraphs.

3. **Review of HVA**: The HVA was posted on 1 Feb 2018 for the HMPT review and 6 Feb 2018 public review. We discussed the need for a closure date for the review and comment of the HVA. A date was proposed of 28 Feb 2018 to close this initial draft review. This date was approved by the HMPT as a suspense for this action. All comments and recommended changes are due by that date. The team was informed that one final review of the HVA Section with all comments and changes will be made after these inputs have been integrated. The posting of the final draft for approval and inclusion in the HMP will be determined after the 28 Feb 2018 closure date.

4. **Mitigation Actions**: The original suspense for the municipal mitigation action submission was 31 Jan 2018. However, after looking into the requirements for the Capabilities Section, it was determined that mitigation actions would need to be drafted to address any gaps that were identified in the Municipal Capabilities Survey. This fact was overlooked at the

Figure B.13.1: Meeting Minutes for 16 Feb 2018 HMP Meeting – Page 1 of 2

time the original suspense was levied. We discussed the need to extend this suspense until after the information collection from the Municipal Capabilities Survey was complete. The Team agreed that the new suspense for municipal mitigation actions should coincide with the closeout date for the Capabilities Survey, and that date was set at 23 Mar 2018. We also offered DES Planning Coordinator assistance to any municipality that is having a difficult time determining what projects or initiatives qualify as mitigation actions.

5. **Municipal Capability Survey**: We explained the need to identify inherent planning and regulatory capabilities at the municipalities to mitigate hazards. This is the focal point of Section 5 of the HMP. To collect this information we modified two surveys that the Columbia County EMC used in their recent HMP Update. We combined the questions into one 11 page survey that was to be sent to the municipal officials to answer. The survey was shown to the team and they agreed that this survey would be sufficient to collect this data. We asked the team about the best way to distribute this, either via email, certified letter, or both. The team decided to send it out via email first and only follow up with a certified letter if the responses were lagging. The team voted and agreed to distribute the survey with a suspense of 23 Mar 2018.

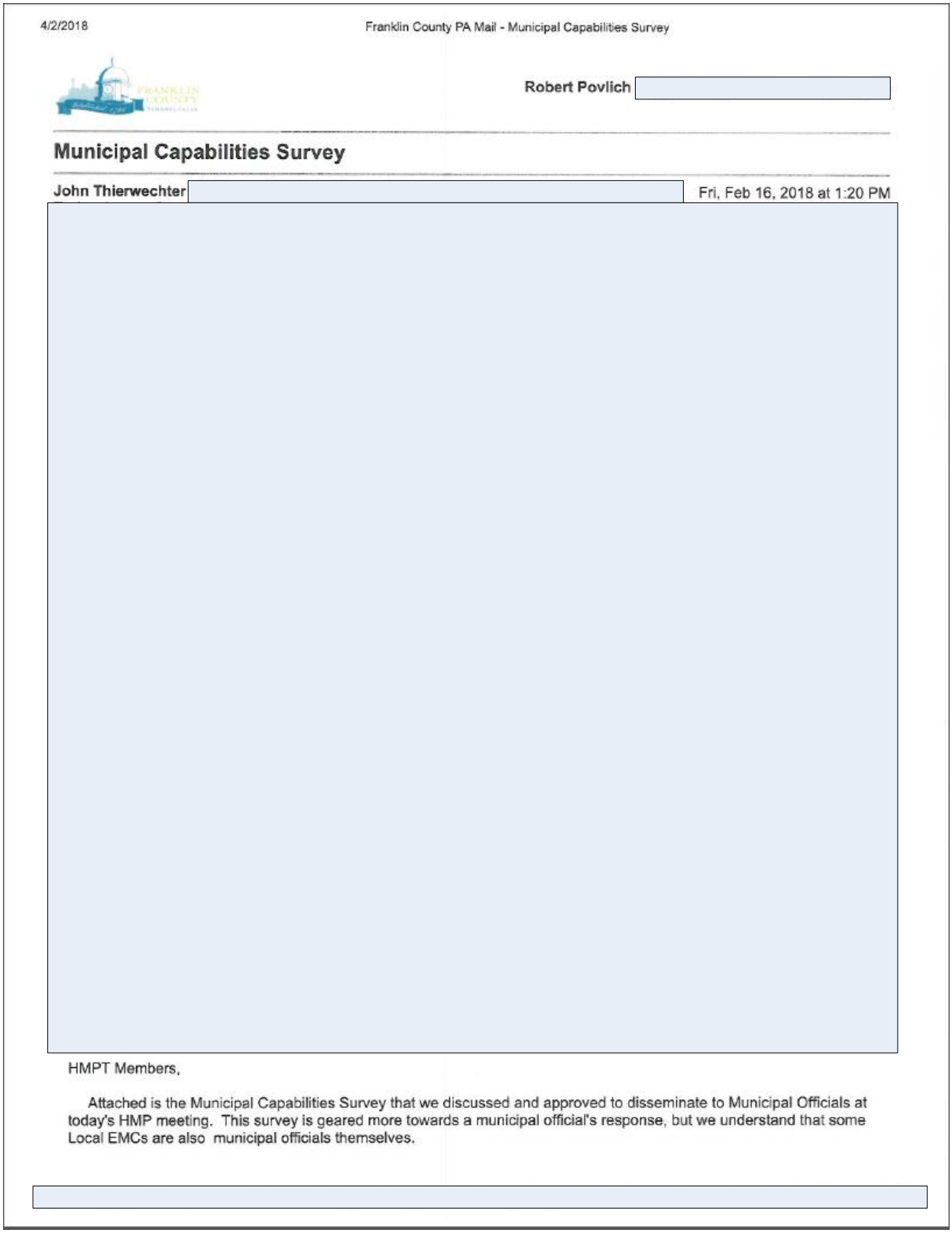
   One question arose during the discussion. It was about how to determine if our existing planning efforts at the municipal level were sufficient to address the hazards outlined in the HVA. It was explained that the Franklin County Plans Department has some of this information already and that the survey would determine what actual existed at the municipal level. Only when all the information is collected can we make a determination on level of mitigation or coverage that exists. It was suggested that we get the critical players; County Plans, Emergency Services, and key municipal officials together to discuss this question in depth. We will schedule this as a topic to be addressed at the next HMP meeting in April 2018, since all pertinent players attend the HMP meetings and we should have a better idea of the municipal capabilities from the survey by that time.

6. Overall, the meeting was valuable in setting the course to address the bulk of the work required to complete the HMP update before the end of this calendar year, well ahead of the May 2019 deadline. The next few months will be critical to achieving out timeline goals and we anticipate the Municipal Capabilities Survey will be the toughest challenge to complete. As municipalities have questions or comments about this survey we encourage them to contact me at 717-264-2813 to discuss their issues or set up a time for us to come to their offices to have a one on one session. We will send out a date/time survey to schedule the next meeting in the April 2018 timeframe.

ROBERT W. POVLICH JR
Planning Coordinator
Franklin County DES

2 Attachments:
Attendance Sheet 02162018.pdf
Municipal Capabilities Survey.pdf

Figure B.13.2: Meeting Minutes for 16 Feb 2018 HMP Meeting – Page 2 of 2



4/2/2018 Franklin County PA Mail - Municipal Capabilities Survey

Robert Povlich

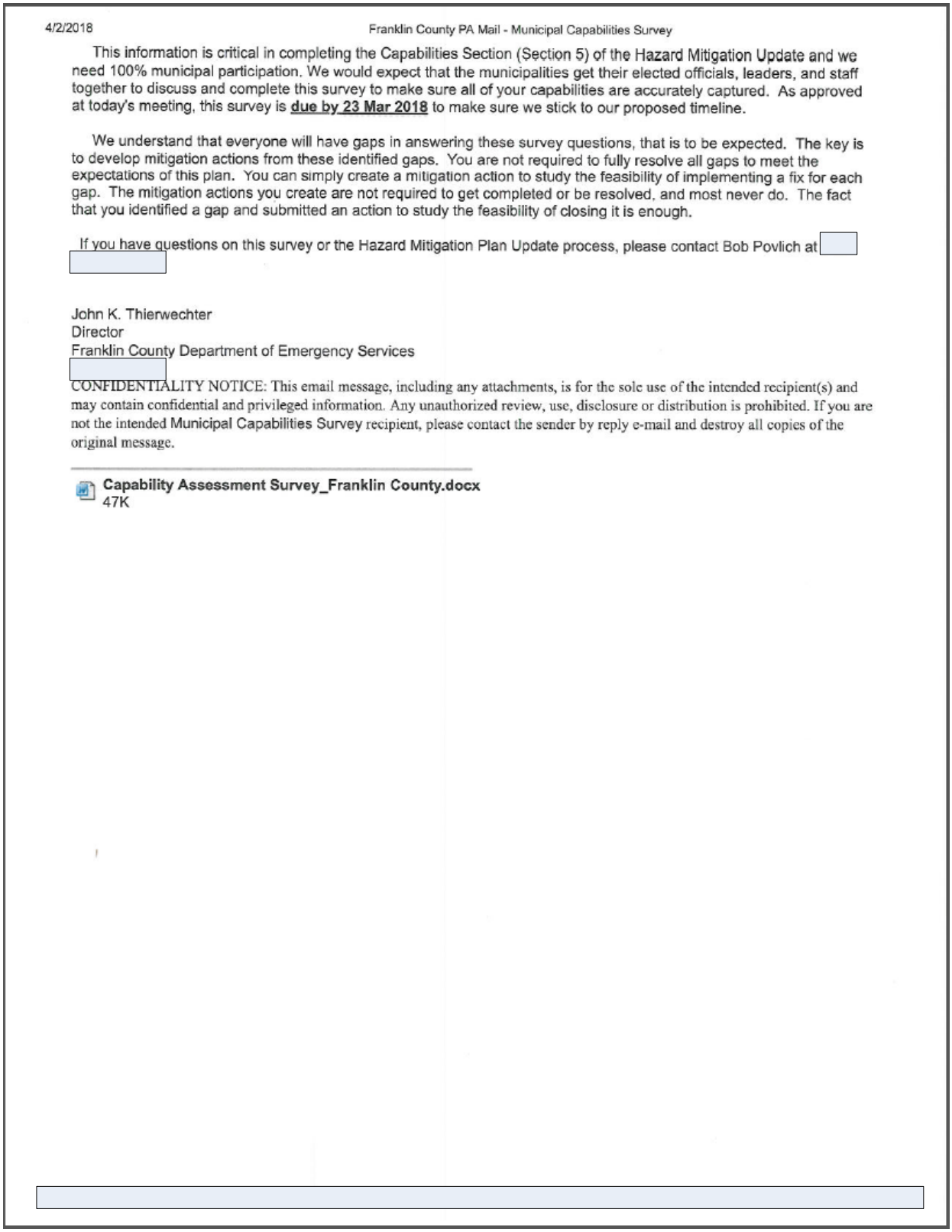
Municipal Capabilities Survey

John Thierwechter Fri, Feb 16, 2018 at 1:20 PM

HMPT Members,

Attached is the Municipal Capabilities Survey that we discussed and approved to disseminate to Municipal Officials at today's HMP meeting. This survey is geared more towards a municipal official's response, but we understand that some Local EMCs are also municipal officials themselves.

Figure B.14.1: Release of Municipal Capabilities Survey – Page 1 of 2 (Sent 16 Feb 2018)



4/2/2018 Franklin County PA Mail - Municipal Capabilities Survey

This information is critical in completing the Capabilities Section (Section 5) of the Hazard Mitigation Update and we need 100% municipal participation. We would expect that the municipalities get their elected officials, leaders, and staff together to discuss and complete this survey to make sure all of your capabilities are accurately captured. As approved at today's meeting, this survey is **due by 23 Mar 2018** to make sure we stick to our proposed timeline.

We understand that everyone will have gaps in answering these survey questions, that is to be expected. The key is to develop mitigation actions from these identified gaps. You are not required to fully resolve all gaps to meet the expectations of this plan. You can simply create a mitigation action to study the feasibility of implementing a fix for each gap. The mitigation actions you create are not required to get completed or be resolved, and most never do. The fact that you identified a gap and submitted an action to study the feasibility of closing it is enough.

If you have questions on this survey or the Hazard Mitigation Plan Update process, please contact Bob Povlich at

John K. Thierwechter
Director
Franklin County Department of Emergency Services

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Capability Assessment Survey_Franklin County.docx
47K

Figure B.14.2: Release of Municipal Capabilities Survey – Page 2 of 2 (Sent 16 Feb 2018)

4/2/2018 Franklin County PA Mail - Hazard Mitigation Plan Participation Deficiencies

Robert Povlich

Hazard Mitigation Plan Participation Deficiencies

Jacob Crider Mon, Apr 2, 2018 at 11:17 AM

Municipal Leaders and Local EMCs,

As we get closer to completion of the County's Hazard Mitigation Plan (HMP) update it is imperative that we closely watch our participation to make sure all our municipalities are eligible to adopt this plan. FEMA has stated participation is a requirement they are currently watching. If they (FEMA) deem a municipality has not contributed to this plan update, that municipality will not be eligible to adopt the county plan. That municipality would then have to complete their own HMP to be eligible for any federal hazard mitigation funding. We have reviewed participation to date and have identified some deficiencies which could put some of our communities at risk. See the attached PDF for your jurisdiction's gaps.

The good news is there is still time to close these gaps. As you are aware, we are having our next meeting on April 30, 2018 and simply attending this meeting can close two gap areas being the Planning Process and the Mitigation Strategy. By not participating in the Planning Process and the Mitigation Strategy it could render you ineligible to adopt this plan.

The other areas which are of concern are the information collection requests from the municipalities. We still need several municipal capabilities surveys and submission of municipal mitigation actions. Both of these were to be completed by March 23, 2018 as agreed at the last HMP update meeting. If your municipality does not complete both of these information requests, you will leave your eligibility to adopt this plan in the hands of FEMA. Based on our discussions with the FEMA representative concerning the HMP update, not completing these information requests would not be a good idea.

If you are having problems with your capabilities survey, generating a mitigation action or anything else concerning the HMP update, please contact Bob Povlich at or

Thank you all for you assistance in this endeavor,

Figure B.15.1: Participation Deficiencies as of Apr 2018 – Page 1 of 3 (Sent 2 Apr 2018)

Jake

--
Jacob M. Crider
Emergency Management Coordinator and Assistant Director
Franklin County Department of Emergency Services
390 New York Avenue
Chambersburg, PA 17201

Participation as of 04022018.pdf
211K

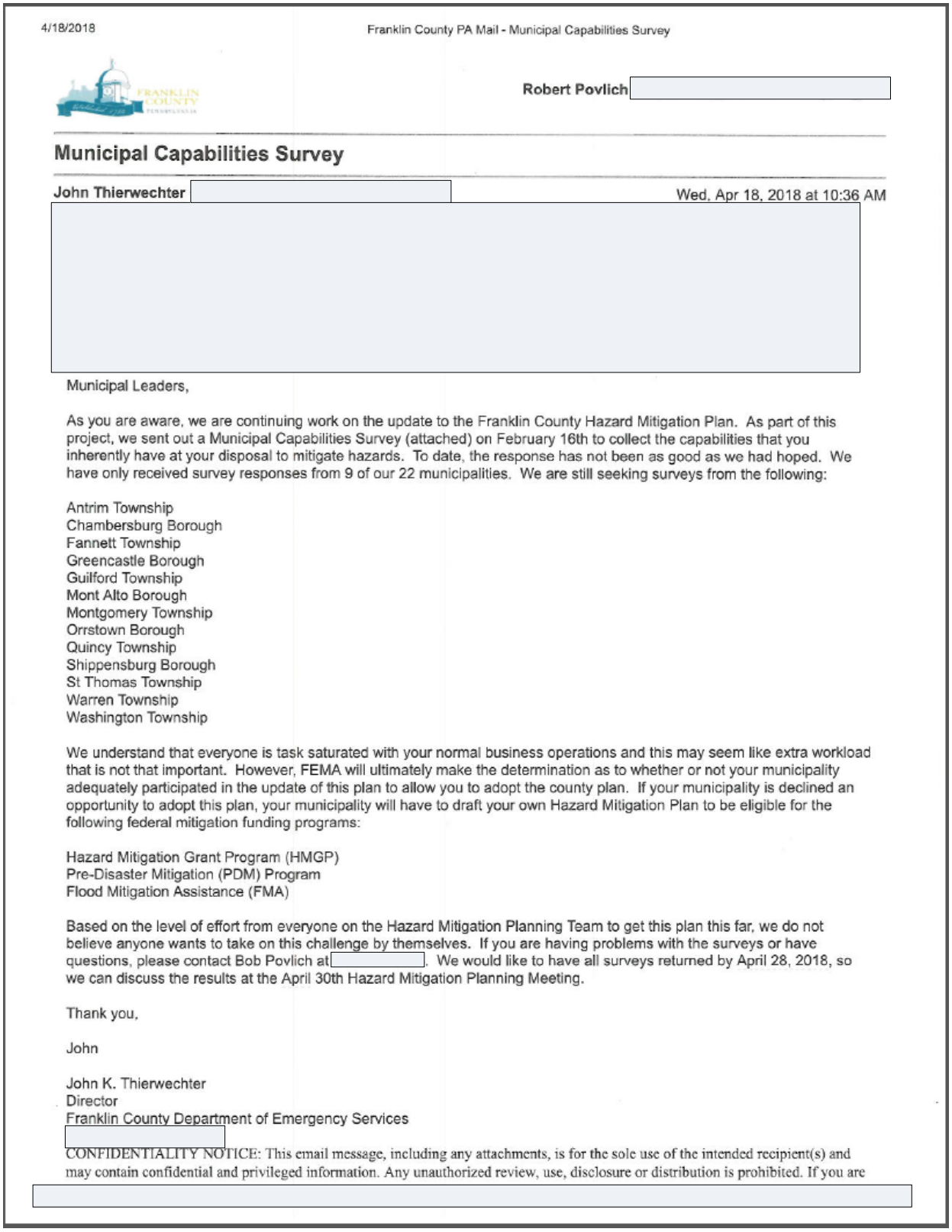
Figure B.15.2: Participation Deficiencies as of Apr 2018 – Page 2 of 3 (Sent 2 Apr 2018)

Municipality	Capability Survey	Mitigation Action Submission	Planning Process Participation	Mitigation Strategy Participation
Antrim Township			X	X
Chambersburg Borough			X	X
Fannett Township		X	X	
Greencastle Borough			X	
Greene Township	X	X	X	X
Guilford Township			X	X
Hamilton Township	X		X	X
Letterkenny Township	X	X	X	X
Lurgan Township	X	X	X	X
Metal Township	X	X	X	X
Mercersburg Borough				
Mont Alto Borough			X	
Montgomery Township				
Orrstown Borough			X	X
Peters Township				
Quincy Township				X
Shippensburg Borough				
Southampton Township	X		X	X
St Thomas Township			X	X
Warren Township			X	
Washington Township			X	X
Waynesboro Borough	X		X	X

Deficiencies: (X indicates the requirement was met, blank is a deficiency)

If you have a deficiency in:	Then you need to:
Capability Survey	– Submit completed survey.
Mitigation Action	– Submit at least 1 Mitigation Action (FEMA Requirement).
Planning Process	– Attend a meeting - the next meeting is on 4/30/18.
Mitigation Strategy	– Submit Mitigation Action and/or attend meeting on 4/30/18.

Figure B.15.3: Participation Deficiencies as of Apr 2018 – Page 3 of 3 (Sent 2 Apr 2018)



4/18/2018 Franklin County PA Mail - Municipal Capabilities Survey

Robert Povlich

Municipal Capabilities Survey

John Thierwechter Wed, Apr 18, 2018 at 10:36 AM

Municipal Leaders,

As you are aware, we are continuing work on the update to the Franklin County Hazard Mitigation Plan. As part of this project, we sent out a Municipal Capabilities Survey (attached) on February 16th to collect the capabilities that you inherently have at your disposal to mitigate hazards. To date, the response has not been as good as we had hoped. We have only received survey responses from 9 of our 22 municipalities. We are still seeking surveys from the following:

Antrim Township
Chambersburg Borough
Fannett Township
Greencastle Borough
Guilford Township
Mont Alto Borough
Montgomery Township
Orrstown Borough
Quincy Township
Shippensburg Borough
St Thomas Township
Warren Township
Washington Township

We understand that everyone is task saturated with your normal business operations and this may seem like extra workload that is not that important. However, FEMA will ultimately make the determination as to whether or not your municipality adequately participated in the update of this plan to allow you to adopt the county plan. If your municipality is declined an opportunity to adopt this plan, your municipality will have to draft your own Hazard Mitigation Plan to be eligible for the following federal mitigation funding programs:

Hazard Mitigation Grant Program (HMGP)
Pre-Disaster Mitigation (PDM) Program
Flood Mitigation Assistance (FMA)

Based on the level of effort from everyone on the Hazard Mitigation Planning Team to get this plan this far, we do not believe anyone wants to take on this challenge by themselves. If you are having problems with the surveys or have questions, please contact Bob Povlich at . We would like to have all surveys returned by April 28, 2018, so we can discuss the results at the April 30th Hazard Mitigation Planning Meeting.

Thank you,

John

John K. Thierwechter
Director
Franklin County Department of Emergency Services

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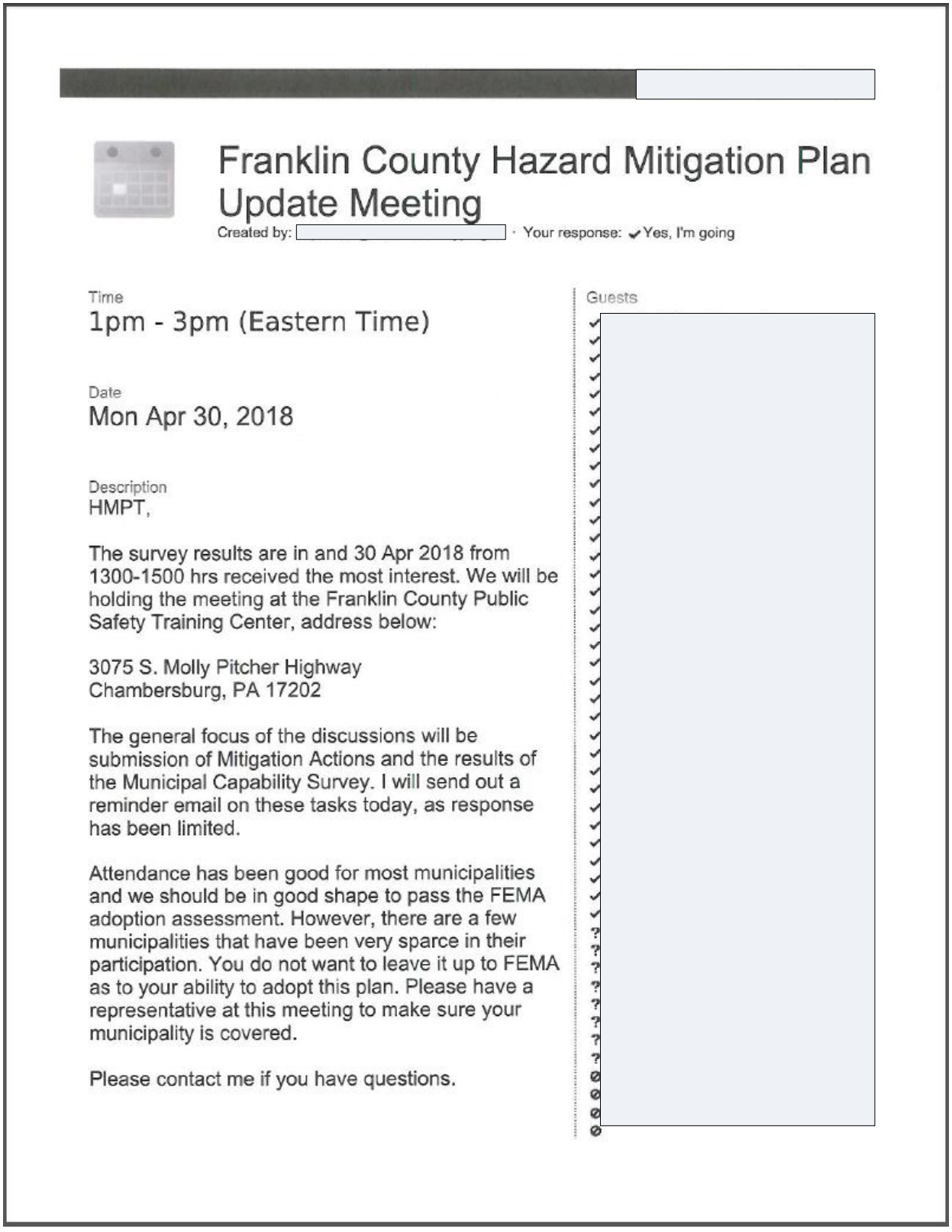
Figure B.16: Final Data Call for Municipal Capabilities Survey (Sent 18 Apr 2018)



Franklin County Hazard Mitigation Plan Update Meeting

Created by: [redacted] · Your response: ✔Yes, I'm going

Time
1pm - 3pm (Eastern Time)

Date
Mon Apr 30, 2018

Description
HMPT,

The survey results are in and 30 Apr 2018 from 1300-1500 hrs received the most interest. We will be holding the meeting at the Franklin County Public Safety Training Center, address below:

3075 S. Molly Pitcher Highway
Chambersburg, PA 17202

The general focus of the discussions will be submission of Mitigation Actions and the results of the Municipal Capability Survey. I will send out a reminder email on these tasks today, as response has been limited.

Attendance has been good for most municipalities and we should be in good shape to pass the FEMA adoption assessment. However, there are a few municipalities that have been very sparce in their participation. You do not want to leave it up to FEMA as to your ability to adopt this plan. Please have a representative at this meeting to make sure your municipality is covered.

Please contact me if you have questions.

Guests

[redacted]

Figure B.17.1: Meeting Invite for 30 Apr 2018 HMP Meeting – Page 1 of 3

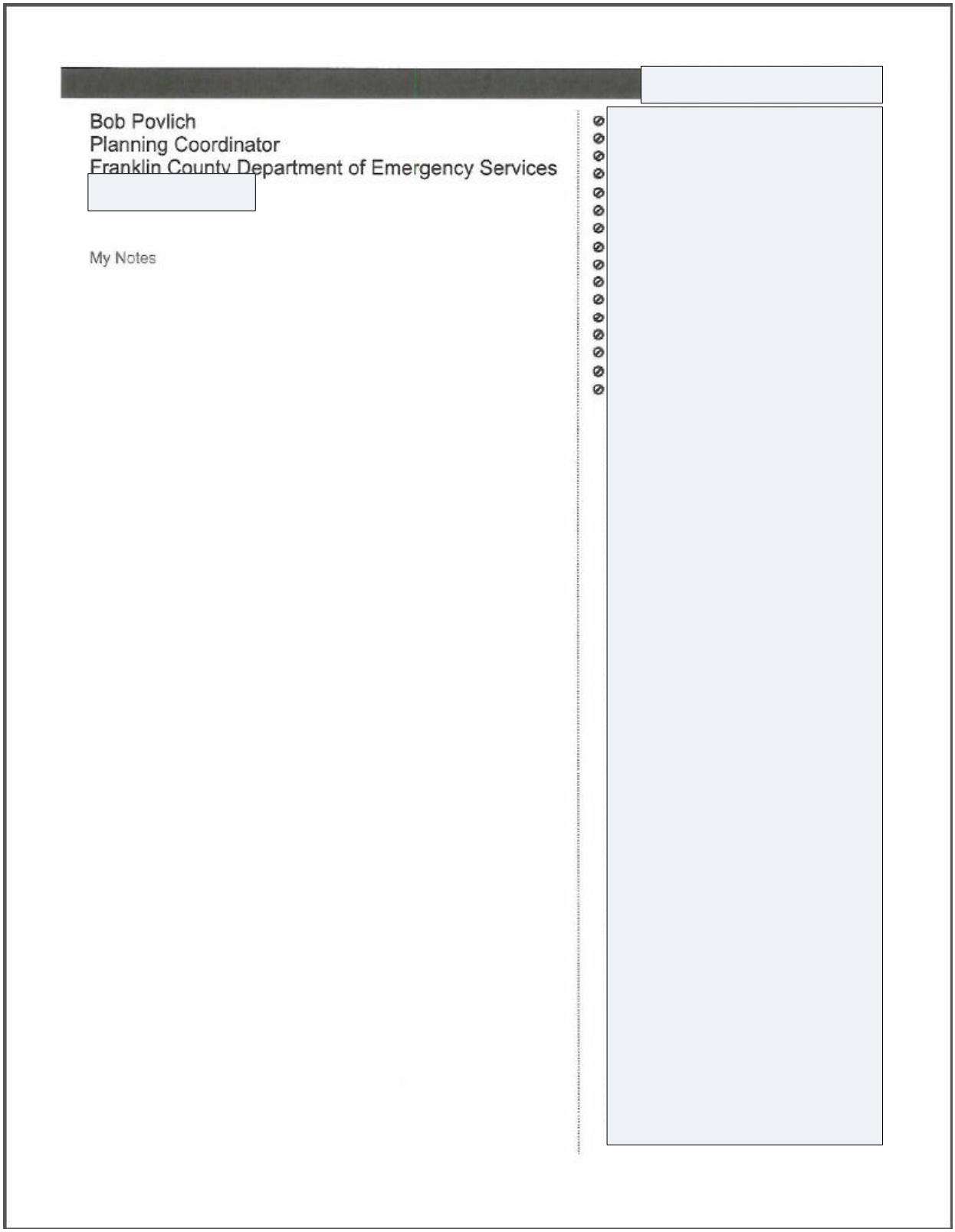


Figure B.17.2: Meeting Invite for 30 Apr 2018 HMP Meeting – Page 2 of 3

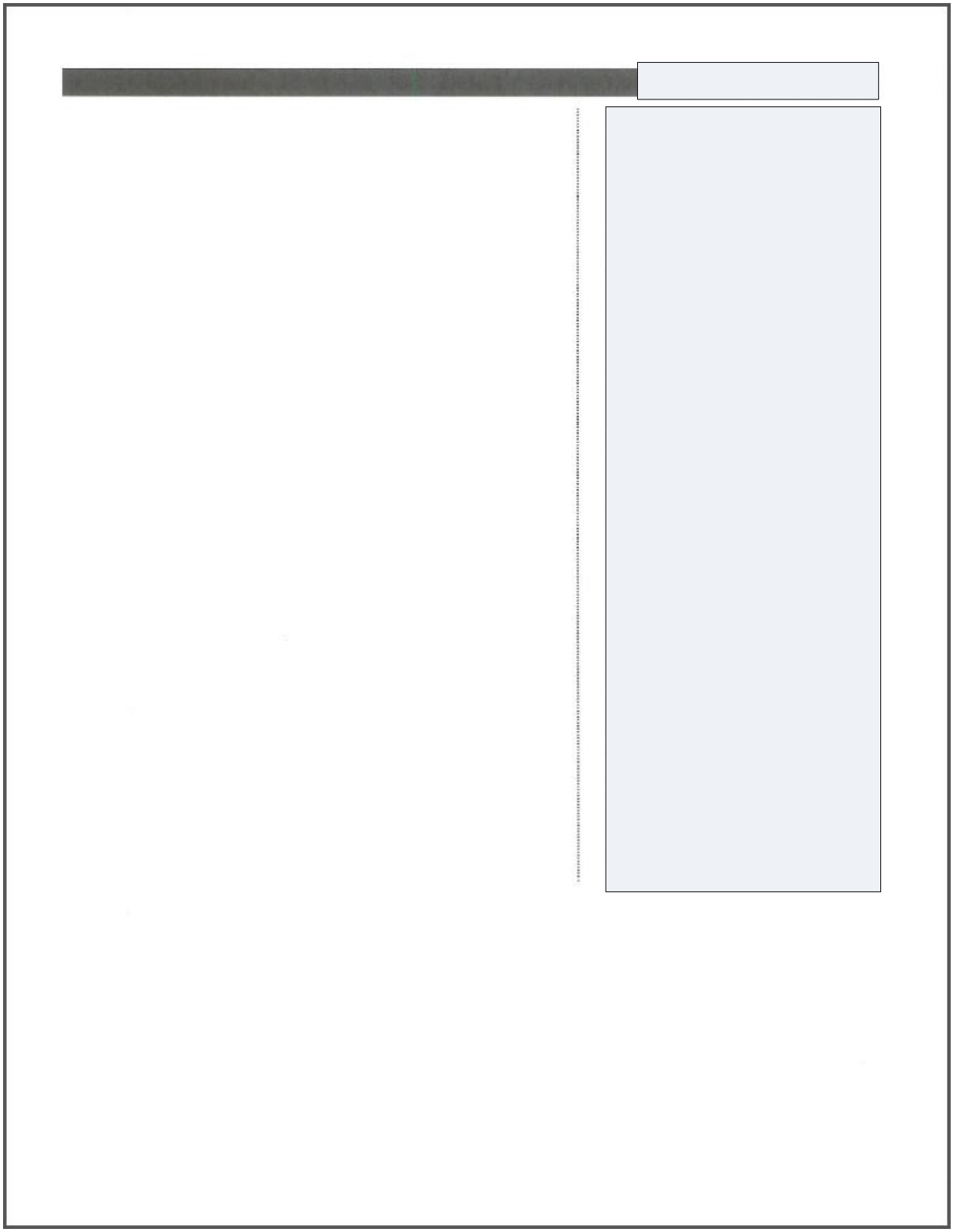


Figure B.17.3: Meeting Invite for 30 Apr 2018 HMP Meeting – Page 3 of 3

FRANKLIN COUNTY DEPARTMENT OF EMERGENCY SERVICES

390 NEW YORK AVENUE
CHAMBERSBURG, PA 17201-7883

PHONE: FAX:

30 Apr 2018

MEMO FOR RECORD

SUBJECT: HAZARD MITIGATION PLAN (HMP) MEETING

FROM: FRANKLIN COUNTY DES PLANNING COORDINATOR

1. We held an HMP meeting (30 Apr 2018) to discuss the progress of the plan, the status of the Municipal Capabilities survey, submission of Mitigation Actions, and the municipal participation to date. Each of these discussion items are captured in the following paragraphs. The attendance at this meeting is captured in the attached sign-in sheet.

2. **HMP Status/Roadmap**: We briefed the progress of the drafting of Sections 5 & 6 (Capabilities and Mitigation Strategy respectively). We explained that the delay in the receipt of the Capabilities Survey from 10 of the 22 municipalities has absorbed all of the slack that we had gained in the schedule with the early work done on the Mitigation Strategy. This means that we are no longer ahead of schedule and in jeopardy of falling behind schedule if these surveys are not received by 11 May 2018. This started a discussion on pressing forward with the drafts without the responses from these municipalities. This is something that the team does not want to do, but if we continue to delay the drafting of these sections we run the risk of the current plan going out of date before the update is complete. This would punish all of the municipalities, especially the ones that have been active the entire planning process.

3. **Municipal Capability Survey**: We have repeatedly contacted the municipal leaders to get this survey completed. Since 16 Feb, when the survey was sent to the municipal leaders (Borough Managers and Township Supervisors) by the DES Director, we have made contact with them at least 3 times to get this information collected, the latest being a personal request to the Borough Managers and Township Supervisors by the DES Director on 18 Apr 2018. We recommended to the HMP Team to impose a closure date on the Capabilities Survey of 11 May 2018 with a caveat that the County EMC and the DES Planning Coordinator make one last attempt to get the survey information via a telephone call to each Borough Manager or Township Supervisor. The HMPT approved this course of action. Immediately after the meeting, DES was able to make 100% contact with all parties that still owed a survey response. We again offered to make a personal visit to each to the municipalities to assist them in completing the surveys. We are currently scheduling

Figure B.18.1: Meeting Minutes for 30 April 2018 HMP Meeting – Page 1 of 8

personal visits with 3 municipalities, 3 are drafting their response, and 3 has already sent a response in. One municipality declined our support due to competing priorities, but is going to attempt to get the survey done independently. We will try everything in our power to get these surveys returned, but we need the cooperation of the municipalities to get this done. As a note, the only way we were able to get the hazard threat surveys 100% complete, earlier in the HMP update process, was to make it a priority for the municipalities to complete it by setting a deadline and being willing to move forward without their data. This is what we are trying to do with this approved deadline for the Capabilities Survey.

4. **Mitigation Actions**: We gave a brief discussion on the total number of mitigation actions received to date and which municipalities still needed to send one in. As part of the discussion on the Capabilities Survey, DES agreed to generate a mitigation action for the municipalities that complete the Capabilities Survey. These mitigation actions would be constructed to address any planning gaps identified in the surveys. The bottom line is that if the municipalities all completed the Capabilities Survey, DES would make sure all other requirements for the municipalities to complete, except for final draft review, would be taken care of for them. The only other issue on mitigation actions was to determine a way to rank them and that lead to the discussion in the paragraph below.

5. **Municipal Participation Status**: We presented a methodology that modified the scheme set forth in the *FEMA Local Mitigation Handbook*. We used the 10 factors directed by FEMA and added a "Cost" factor as requested by PEMA. We then weighted these factors to make sure we captured the priorities of all the jurisdictions in the county. It was agreed that we would use the factors and weights presented to rank our actions (see attached PowerPoint slides). It was also understood by the HMP Team that the approval of this methodology would result in the subsequent approval of the mitigation action ratings without a specific review or discussion. The HMP Team was informed that all rationale for mitigation action scoring will be included in the HMP document as Appendix L, so transparency on the ranking will be provided to the entire team. This methodology was approved by the HMP Team and once all mitigation actions are collected and scored, for all participating municipalities, Section 6 will be completed.

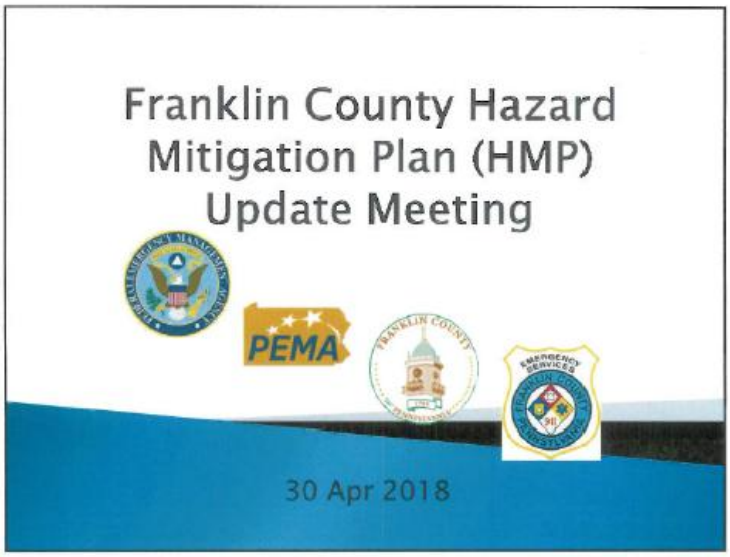
6. The meeting was very important as it set the path forward to get the HMP update done and stay on schedule. We have tried everything in our power to assure 100% participation from the municipalities in this HMP update process. We have made 100% verbal contact with all municipalities still working on their surveys and have set a firm date for their completion. It is our intent to work personally with every municipality to get this complete, but it is going to take the willingness of the municipalities to accept this help to get all the things done that are required.

ROBERT W. POVLICH JR
Planning Coordinator
Franklin County DES

2 Attachments:
Attendance Sheet 04302018.pdf
Franklin County Hazard Mitigation Plan Update 04302018.pdf

Figure B.18.2: Meeting Minutes for 30 April 2018 HMP Meeting – Page 2 of 8

5/9/2018



1

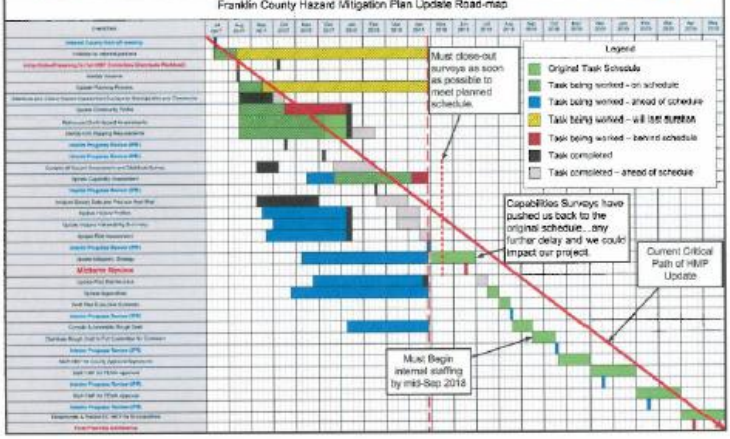
Figure B.18.3: Meeting Minutes for 30 April 2018 HMP Meeting – Page 3 of 8

5/9/2018

HMP update Status

- Capabilities (Section 5)
  - Capabilities Surveys were due 23 Mar 2018
  - Only 12 of 22 received
- Mitigation Strategy (Section 6)
  - Mitigation Actions were due 23 Mar 2018
  - Have actions for 13 of 22 municipalities
  - Survey completion ➔ mitigation action generation
- Delays in receiving Capabilities Surveys have pushed us back to original timeline
  - If not complete by 11 May 18, schedule is impacted
  - Some municipalities may have to be left behind

Status – HMP Roadmap



2

Figure B.18.4: Meeting Minutes for 30 April 2018 HMP Meeting – Page 4 of 8

5/9/2018

Participation Update

Municipality	Planning Process	Hazard Identification & Risk Assessment	Mitigation Strategy	Plan Review, Evaluation & Implementation
Antrim Township	Yes, but no Capability Survey	Yes	Yes, but no Mitigation Action	
Chambersburg Borough	Yes	Yes	Yes	
Fannett Township	Yes, but no Capability Survey	Yes	Yes	
Greencastle Borough	Yes, but no Capability Survey	Yes	No	
Greene Township	Yes	Yes	Yes	
Guilford Township	Yes, but no Capability Survey	Yes	Yes, but no Mitigation Action	
Hamilton Township	Yes	Yes	Yes	
Letterkenny Township	Yes	Yes	Yes	
Lurgan Township	Yes	Yes	Yes	
Metal Township	Yes	Yes	Yes	
Mercersburg Borough	Yes	Yes	Yes	
Mont Alto Borough	Yes, but no Capability Survey	Yes	No	
Montgomery Township	No	Yes	No	
Orrstown Borough	Yes, but no Capability Survey	Yes	Yes, but no Mitigation Action	
Polara Township	Yes	Yes	Yes	
Quincy Township	Yes	Yes	Yes	
Shippensburg Borough	No	Yes	No	
Southampton Township	Yes	Yes	Yes	
St Thomas Township	Yes	Yes	Yes	
Warren Township	Yes, but no Capability Survey	Yes	No	
Washington Township	Yes, but no Capability Survey	Yes	Yes, but no Mitigation Action	
Waynesboro Borough	Yes	Yes	Yes	

3

Figure B.18.5: Meeting Minutes for 30 April 2018 HMP Meeting – Page 5 of 8

5/9/2018

Mitigation Action Scoring

- Currently Have 122 Mitigation Actions
  - Need a process to rank the actions
  - Modified the process used in the *FEMA Local Mitigation Handbook*
- PEMA Guidance is for county to prioritize actions
  - Not possible to have the entire HMPT score 120+ mitigation actions
- Seeking approval of the following process of scoring to be used
  - Implies resulting scores will be approved without review
  - Project selection does not have to follow prioritization

Evaluation Criteria

Rank	Wt	Evaluation Criteria
1	4	**Life Safety:** Will the action directly protect lives and prevent injuries?
2	4	**Property Protection:** Will the action significantly eliminate or reduce damage to structures and infrastructure?
3	3	**Technical:** Is the mitigation action technically feasible?
4	2	**Legal:** Does the community have the authority to implement the proposed measure?
5	2	**Environmental:** Will the action provide environmental benefits and will it comply with local, state, and federal environmental regulations?
6	1	**Political:** Does the action have public and political support?
7	1	**Cost:** Is the cost of the project balanced by the cost avoidance of future disasters?
8	1	**Administrative:** Is there adequate staffing and funding available to implement the action in a timely manner?
9	1	**Local Champion:** Is there a strong advocate for the action or project among local departments and agencies who will support the action's implementation?
10	1	**Social:** Will the action be acceptable to the community or will it cause any one segment of the population to be disproportionately impacted?
11	1	**Other Community Objectives:** Does the action support the community's Comprehensive Plan? Does it impact more than one hazard?

- Ten (10) were directly taken from the *FEMA Local Mitigation Planning Handbook*.
- We added one to evaluate potential Cost.
- Weighted factors to allow for prioritization to meet the goals of our municipalities.

4

Figure B.18.6: Meeting Minutes for 30 April 2018 HMP Meeting – Page 6 of 8

5/9/2018

Rating Criteria

Possible Rating	Explanation
1	Action meets or exceeds the evaluation criteria.
0	Evaluation criteria is not applicable to or not fully met by the proposed action.
-1	Action does not meet the evaluation criteria or has possible negative consequences.

- Tries to remove the subjectivity out of the prioritization
- Provides a repeatable process for rankings
- All scoring rationale will be included in HMP

Scoring Example – Action 1A1

Action 1A1 – Assign and train additional County employees and volunteers to assist the Emergency Operations Center (EOC) staff, so they can be called upon in the event of major emergencies.

Resulted in a ranking of 112 out of 122...fairly low.

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Figure B.18.7: Meeting Minutes for 30 April 2018 HMP Meeting – Page 7 of 8

5/9/2018

Scoring Example – 3B2

Action 3B2– Stream Restoration – Watershed Protection. Clean stream beds of debris, such as trees, tires, brush, etc. Elevate all stream banks if needed to keep flow in stream bed. (From Chambersburg Borough to SR 11).

Resulted in a ranking of 14 out of 122…fairly high.

Life Safety (4)	4	1	4
Property Protection (4)	4	1	4
Technical (3)	3	1	3
Legal (3)	3	1	3
Environmental (2)	2	1	2
Political (1)	1	1	1
Cost (-1)	-1	-1	-1
Administrative (1)	1	0	0
Local Champion (1)	1	1	1
Social (1)	1	1	1
Other Community Objectives (1)	1	0	0
Total Mitigation Action Score			17

Decision Points

- Time Frame for Capabilities Survey Cut-off?
  - Recommend 5/11/2018.
    - Municipalities without completed surveys may be blocked from HMP adoption.
    - Further delays could put entire county at risk of the plan elapsing before update is complete.
  - Vote – Approve/Disapprove
- Mitigation Action Scoring Criteria
  - Recommend approve process as described.
  - Vote – Approve/Disapprove

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Figure B.18.8: Meeting Minutes for 30 April 2018 HMP Meeting – Page 8 of 8

FRANKLIN COUNTY DEPARTMENT OF EMERGENCY SERVICES

390 NEW YORK AVENUE
CHAMBERSBURG, PA 17201-7883

PHONE: FAX:

30 May 2018

MEMO FOR RECORD

SUBJECT: MUNICIPAL CAPABILITIES COORDINATION MEETING

FROM: FRANKLIN COUNTY DES PLANNING COORDINATOR

1. We held a coordination meeting with the Franklin County Plans Department to discuss some inconsistencies with data being reported on the Municipal Capabilities Surveys (see attached Attendance Sheet). We noticed that some of our municipalities were reporting a status that was different than what was recorded at the state level. In particular, we were seeing a negative reply to the National Flood Insurance Program (NFIP) participation and subsequent lack of flood plain regulations/ordinances. We also had some issues with the municipalities not aware of the date of the most recently accepted Digital Flood Insurance Rate Maps (DFIRM) for the county. We wanted to discuss these anomalies with our County Plans Department to get to ground truth on capabilities, as they are involved with the municipalities and FEMA on the floodplain management and DFIRM acceptance processes.

2. The Franklin County Plans Department provided a copy of the FEMA Community Status Book Report for Pennsylvania (dated 5/30/2018), which lists the communities participating in the National Flood Program. From this list we were able to determine that all of our municipalities, except Orrstown Borough, were listed and are NFIP participants. This confirmed our understanding from the state reporting we have received from PEMA. This report also contains the date of the current DFIRM in place for each municipality. Again Orrstown Borough was not captured in this report, but the surrounding municipalities all had a date of 18 Jan 2012, which was also our understanding from previous reporting. However, we did find one anomaly that we were unaware of and that is that Shippensburg Borough (Franklin County) has a current DFIRM date of 16 Mar 2009. This date matched the DFIRM date for Shippensburg Borough (Cumberland County). Since Shippensburg is a split municipality and the majority of it is covered by Cumberland County, we understand this discrepancy. However, when we made our assessment for the flood hazard we used the DFIRM dated 18 Jan 2012 as it applies to the entire county, including the Shippensburg and Orrstown Boroughs, to make our threat calculations. We will have to explain this further in **Section 4** of the document to make the distinction clear.

Figure B.19.1: Meeting Minutes for 30 May 2018 Capabilities Coordination Meeting – Page 1 of 3

3. We were also able to discuss several other municipal-level plans that the survey was seeking status on. The Franklin County Plans department was able to help us correct misunderstandings in reporting of Comprehensive Land Use Plans, Open Space Management Plans, Subdivision Regulations, Stormwater Management Plans, and Community Development Block Grants.

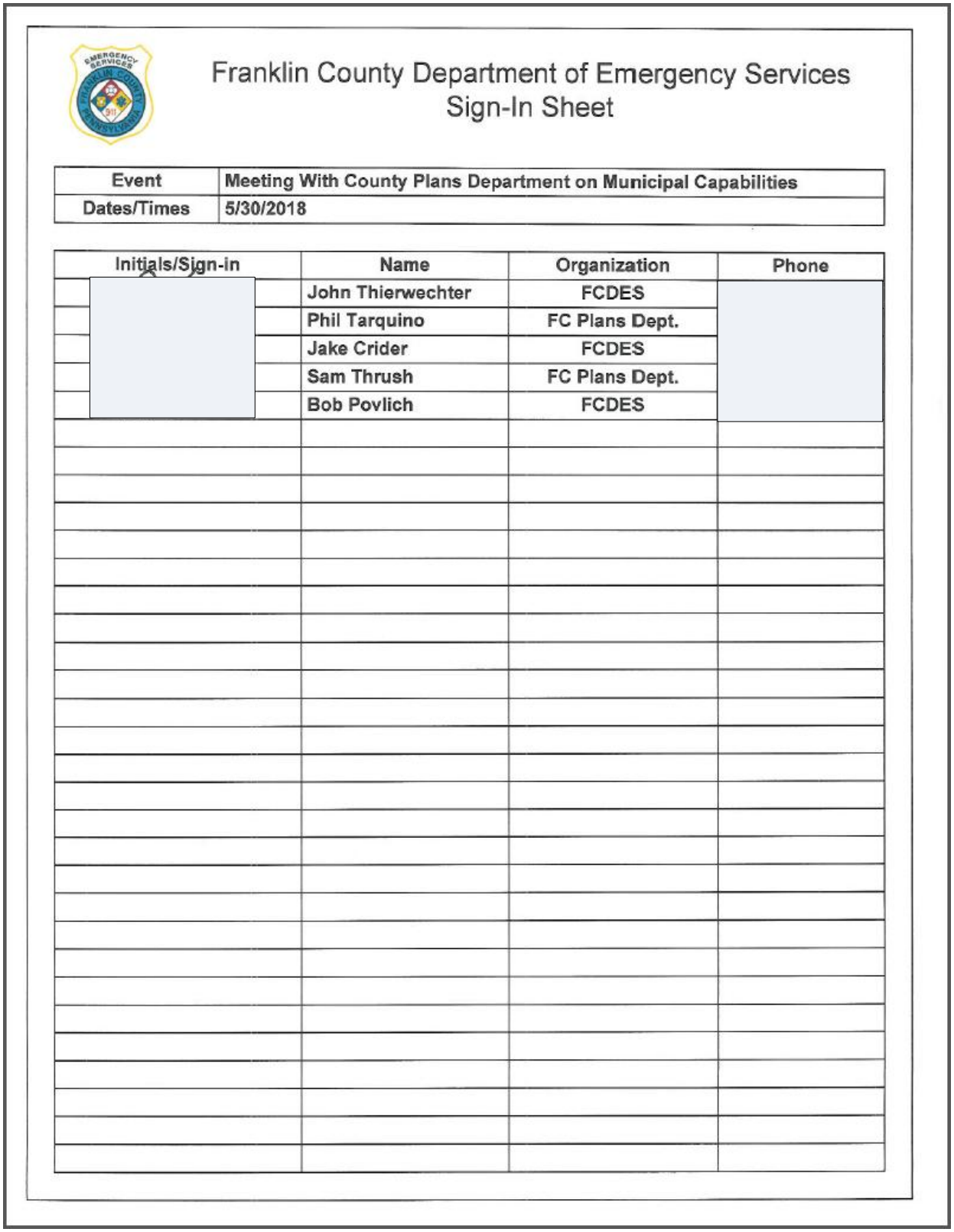
4. We did discuss the possible causes of these discrepancies. We were able to determine that our municipalities are still compliant with the NFIP requirements. The likely reason for the errors in reporting is turnover of personnel at the municipal level. This highlights a training issue that needs to be addressed. We did try to cover that gap with mitigation actions in **Section 6** of the HMP.

5. This meeting was very beneficial in understanding the discrepancies we were receiving from the municipal surveys. It also underscored the need for an outreach program from the county to help the municipalities understand and improve their planning processes. We did create a Mitigation Action to research this possibility, and this discussion provided further validation for that action. We will use the information gained in this discussion to amend the reporting by the municipalities from the capabilities survey to complete **Section 5** of the HMP.

ROBERT W. POVLICH JR
Planning Coordinator
Franklin County DES

1 Attachment:
Attendance Sheet 05302018.pdf

Figure B.19.2: Meeting Minutes for 30 May 2018 Capabilities Coordination Meeting – Page 2 of 3

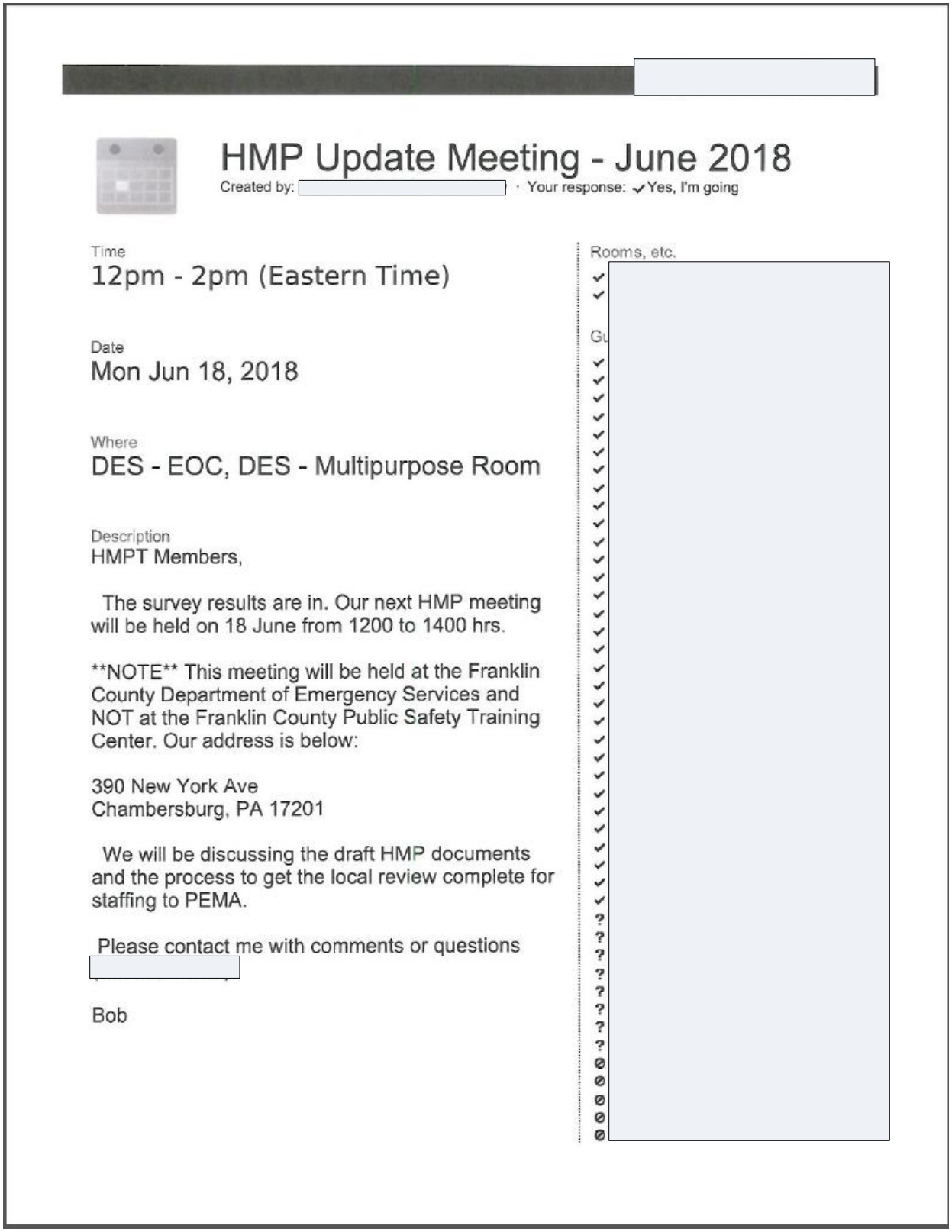


Franklin County Department of Emergency Services
Sign-In Sheet

Event	Meeting With County Plans Department on Municipal Capabilities
Dates/Times	5/30/2018

Initials/Sign-in	Name	Organization	Phone
	John Thierwechter	FCDES	
	Phil Tarquino	FC Plans Dept.	
	Jake Crider	FCDES	
	Sam Thrush	FC Plans Dept.	
	Bob Povlich	FCDES	

Figure B.19.3: Meeting Minutes for 30 May 2018 Capabilities Coordination Meeting – Page 3 of 3



HMP Update Meeting - June 2018

Created by: [redacted] · Your response: ✓Yes, I'm going

Time
12pm - 2pm (Eastern Time)

Date
Mon Jun 18, 2018

Where
DES - EOC, DES - Multipurpose Room

Description
HMPT Members,

The survey results are in. Our next HMP meeting will be held on 18 June from 1200 to 1400 hrs.

NOTE This meeting will be held at the Franklin County Department of Emergency Services and NOT at the Franklin County Public Safety Training Center. Our address is below:

390 New York Ave
Chambersburg, PA 17201

We will be discussing the draft HMP documents and the process to get the local review complete for staffing to PEMA.

Please contact me with comments or questions [redacted]

Bob

Rooms, etc.
[redacted]

Figure B.20.1: Meeting Invite for 18 Jun 2018 HMP Meeting – Page 1 of 3

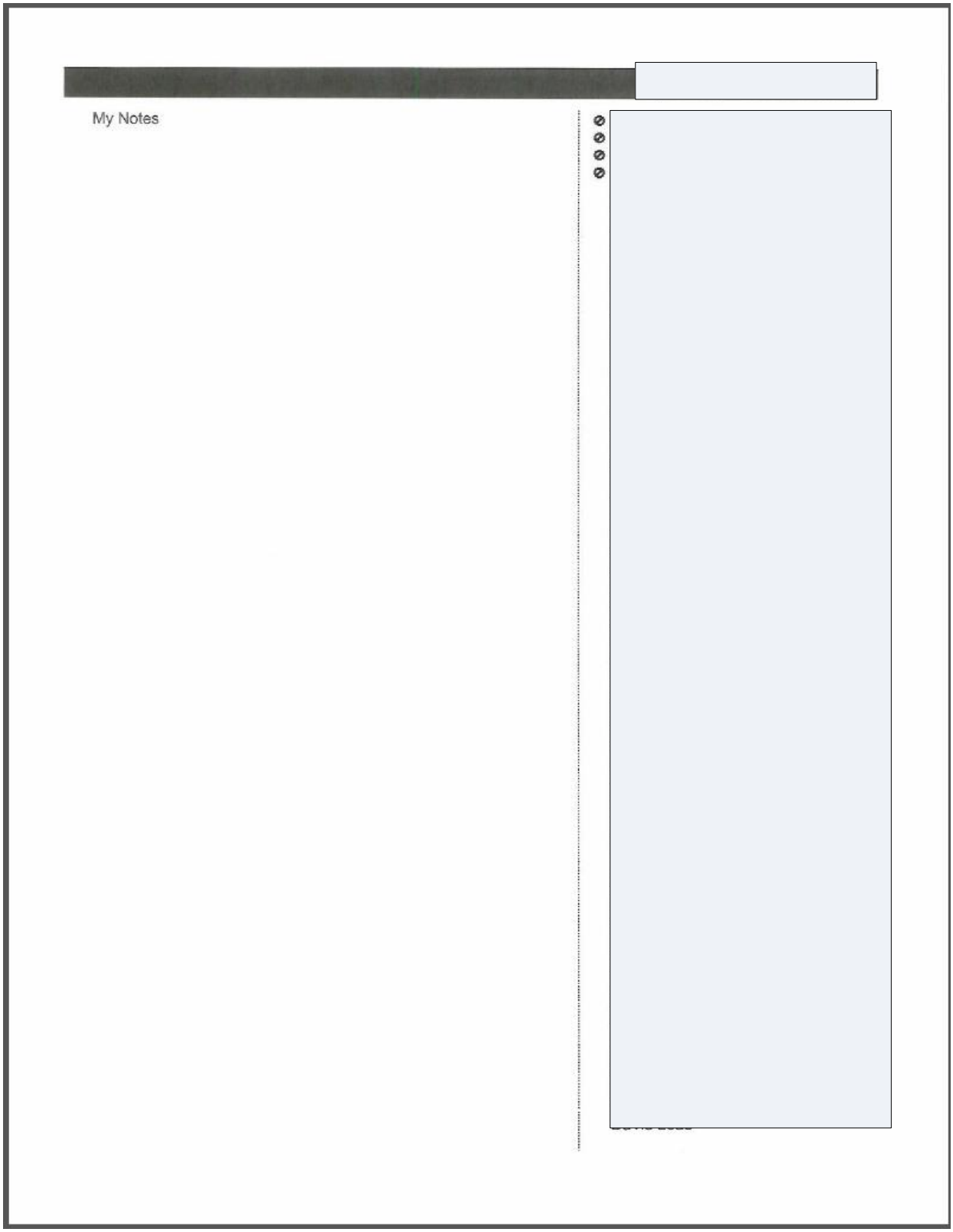


Figure B.20.2: Meeting Invite for 30 Apr 2018 HMP Meeting – Page 2 of 3

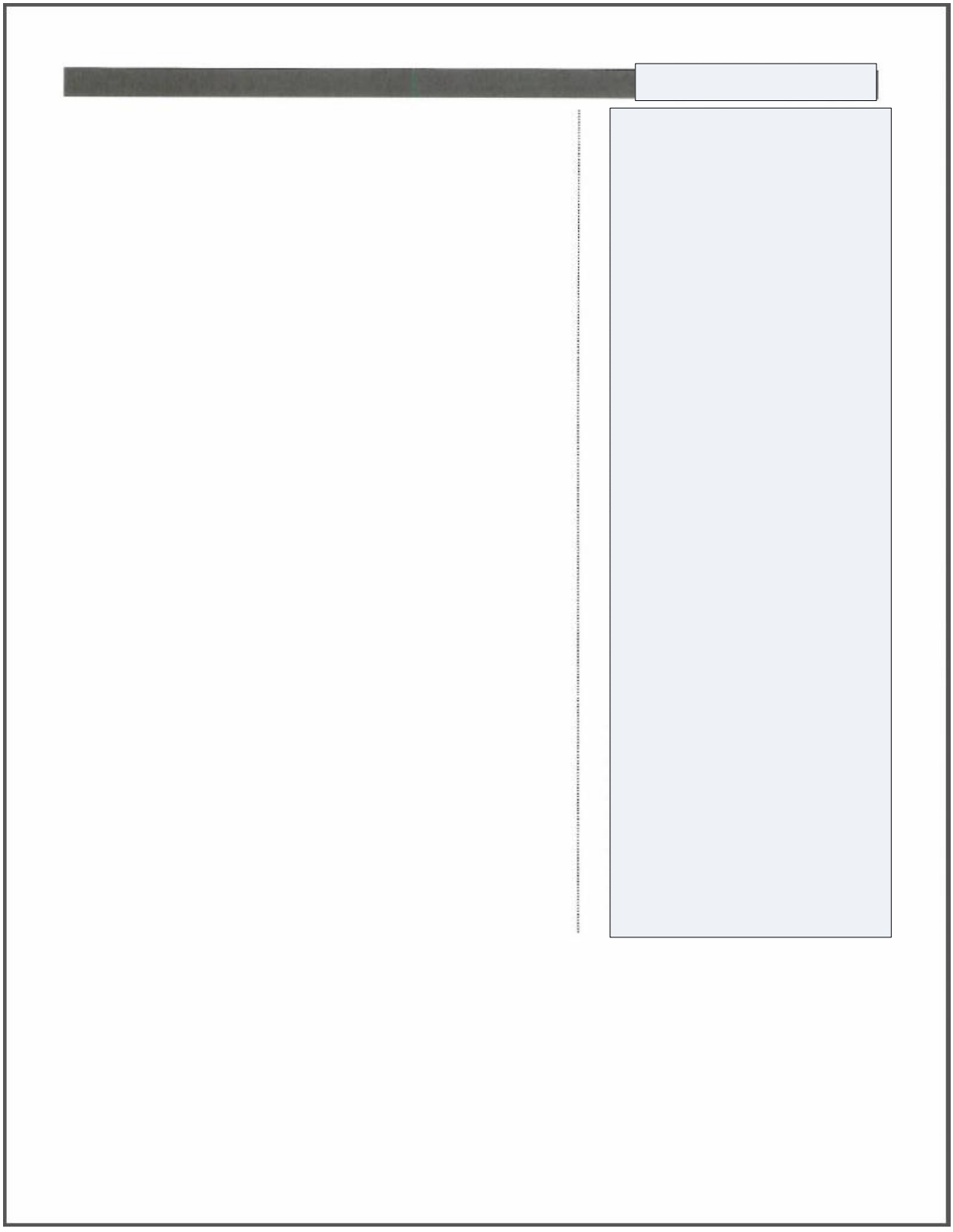


Figure B.20.3: Meeting Invite for 30 Apr 2018 HMP Meeting – Page 3 of 3