

This appendix includes available minutes, sign-in sheets and agendas (where applicable) for meetings convened during the development of the Onondaga County Multi-Jurisdictional All-Hazards Mitigation Plan as noted below.

Meeting Date	Meeting Name	Agenda	Sign-In Sheet	Minutes
3/3/2008	Project Initiation	x		x
9/24/2008	Kick-off Meeting	x	x	x
5/14/2009	Steering Committee #1	x	x	x
7/2/2009	Steering Committee #2	x	x	x
10/1/2009	Planning Committee - JAW	x	x	x
10/26/2009	Steering Committee #3	x		x
12/16/2009	Oneida Lake stakeholders meeting	x	x	x
3/1/2010	Steering Committee #4	x	x	x
3/30/2010	finalization meeting	x	x	x

Onondaga County – Initial Meeting with County
March 3, 2008

Organize the Resources:

How do you want to get the word out to “local governments”?

What sort of participation acknowledgement or agreement do you want to work under?

Steering Committee and Planning Committee (or Planning Partners)

Intent to Participate Letter, identifying their POCs and authorizing the OCSC to act on their behalf

Can we address a county BOS?

What about other “local governments”...school, water, sewer, fire?

What about the Onondaga Nation?

Data:

GIS Data Wish-list. Do we need to execute a Data Sharing Agreement

County plans – Master Plan, Comprehensive Plan, EM Plan

Public and Stakeholder Outreach:

Public HMP Website

Syracuse University – Department of Geography
Might be able to help...

Billing and Invoicing:

Vouchers?

Meeting Notes – March 3, 2008
Onondaga County HMP

Major Stakeholders:

Academia:

Syracuse University / SUNY Environmental Science and Forestry
Onondaga Community College
LeMoine (sp?)College

Utilities:

National Grid (formerly NIMO)
Time-Warner Cable
Buckeye Pipeline

Transportation:

CSX Rail (their northeast distribution center is located in the town of DeWitt)
Canal Commission

Military:

Air Force and Naval Reserves located at the Syracuse Airport

Agencies:

SWCD
Cornell Cooperative Extension
Water Environment Protection (WEP)

Hazard Events and Known Problem Areas:

Road washed out in Skeneatles (flooding from the VanBuren and Lysander Rivers)

Brewerton Fire Station #2 (on Oneida Lake) is floodprone

Beach Road in Cicero is completely floodprone – the only solution is to buy them out (per J. Rinefierd - OCOEM)

East Syracuse at the Butternut Creek is a major flood problem area

There is a mudslide area in Tully (the Tully Mudslide Area)



ONONDAGA COUNTY, NEW YORK MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN

PROJECT KICK-OFF MEETING SEPTEMBER 24, 2008 AGENDA

DMA 2000 Program and Planning Project Overview

- Why we are doing this
- What having an approved plan does and does not gain you (grant eligibility)
- What is a Hazard Mitigation Plan (description of document and its long-term use)
- What goes into the planning process
- What is the general timeline and schedule of activities
- What will be expected of each participant (roles and responsibilities)

Hazard Identification

“Hazard Identification”, the first step of the risk assessment process, will be explained. We will conduct a simple Hazard Identification exercise to assess the participant’s perceptions of hazards and risk in their jurisdictions.

Data Collection

We will explain what sorts of data we will be using during the risk assessment and planning process, and review the data collection “wish lists”. Data sharing (data security) issues will be discussed. Municipalities will be given maps and associated tables of critical facilities and asked to review and edit/amend as appropriate.

Public and Stakeholder Outreach Program

This will be an open discussion of what is required under the Act and regulations, what sort of outreach options are typically used in such a planning process, and what the planning group thinks would be most appropriate for this project.

Secure Shared Project Website

We will explain the purpose for this internal, secure, website, and what will be maintained on it.

Jurisdictional Annexes

We will discuss the jurisdictional annexes (each communities “chapter” in the Plan), and have them work on the Capability Assessment tables.

Question and Answer Session



ONONDAGA COUNTY, NEW YORK
 MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN
 SIGN-IN SHEET

MEETING DATE: SEPTEMBER 24, 2008

Name	Agency	Phone Number	E-mail
Jim Kesler	Lafayette CSO	677-7725	JKesler@lafcs.org
Joe Snell	CICERO TOWN	699-3677 EXT. 10	jsnell@ci.cicero.ny.us
DAVID PRINGLE	TOWN OF VAN BUREN	315 635 3604	CodePro@vanboro.com
Steve Middleton	Perinstatic	315-461-2675	Smiddleton@Perinstatic.com
Robert Herrmann	TOWN OF ELBRIDGE	315-689-6667	CODESOFFICE@TOWNOFELBRIDGE.CA
DAVID AUI	Onondaga Community College	498-2478	ald@sunysoc.edu
Dawn Richey	Crouse Hospital	315-572-0261	DawnRichey@croh.org
Terry Bennett	Oswego County EMO	315/591-9150	terryb@oswego-county.com
John LCC	OC DOT	435-3205	John LCC@ongov.ny
Mark Territo	Town of Clay	652-3800	mterrito@townofclay.org
John RASSITER	SYRACUSE UNIVERSITY	493-5475	JRASSIT@SYR.EDU
Dan Wears	OCDEM	435-2525	DanielWears@ongov.net
Paul Weichold	OC HD	435-5888	Paulweichold@ongov.net
GARY SAUNDRA	OC HD	435-6623	GARYSAUNDRA@ongov.net



ONONDAGA COUNTY, NEW YORK
 MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN
 SIGN-IN SHEET

MEETING DATE: SEPTEMBER 24, 2008

Name	Agency	Phone Number	E-mail
Jim Crac	Village of Fayetteville	(315) 952-3103	fdp@msw.com
JOHN F. MAHER	VILLAGE OF MANLIUS	(315) 682-7634	JOHN.MANLIUS@VILLAGE.OA
Jessie Barboglio	Jordan Elbridge School	315 277 1173	engineer@teesd.org
LARRY BUTLER	N. SYRACUSE Central Schools	312 218 2128	L.BUTLER@NSCSD.ORG
DANE EVANGELISTA	VA MEDICAL CENTER	315 425 4887	David.evangelista@va.gov
ROLF BROOKS	ONON CO DWEP	315 435-2260 x 309	ROLFBROOK@onon.net
Kelly Neish	onon Co. long term care	315 435-5511 x 285	Kellyneish@onon.net
William Mulhoy	NYS Thruway	315 438-2326	William.Mulhoy@Thruway.ny.gov
MARY JO PAUL	VILLAGE OF MARCELLUS	315-673-3112	marboard@tucny.ny.gov
John M. Antezek	City of Syracuse	315-473-2672	Janitezek@ci.syracuse.ny.us
Brian Donnell	Onon Co. DOT	435-3176	Brian.Donnell@onon.ny.gov
DAVID PATAK	SYRACUSE UNIVERSITY	443-5334	DEPAJAK@SYR.EDU
Jen Deshares	SMTZ	422-5716	jen@desharesmail.com
Tom Buck	St. Joseph's Hosp	263-6207	jee-buck@stj.org
RON BIRDSONG	Tully Central School	696-6218	rbirdson@tully.k12.ny.us



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN
SIGN-IN SHEET**

MEETING DATE: SEPTEMBER 24, 2008

Name	Agency	Phone Number	E-mail
Anthony Geiss	OCWA	455-7061 x326	ajgeiss@ocwa.org
MARK PETERELLI	DEWITT POLICE	449-3640	mpeterelli@townofde Witt.ny.gov
Tom Kapronig	NYSERDA - Res. III	315-529-0781	Ronald.Raymond@nyserda.ny.gov
Bobbie Harrison	CCE Onondaga Co.	315-424-9485 x226	rharr21@cornell.edu
Joe Rinfieri	OEM	435-2525	JRinfieri@oncov.net
Peter Alberti	Onon Co Emerg Mgmt	435-2525	palberti@oncov.net
Ron Ryan	T/O Onon	469-3444	Ryan@townofonondaga.ny.gov
Jeffrey Wright	City of Syr Pubk-Works	448-8515	Jwright@ci.syracuse.ny.us
James D. Hester	Syracuse	422-5718	
Tom Ristoff	Syracuse City Schools	435-4527	Tristoff@scsps.us
Victoria Ladd-DeGroot	National Grid	428-6919 Victoria	vladd@grid.us.ngrid.ci
Richard Braull	NYS DEC	426-7523	rlbraul@cw.dec.state.ny.us
Paul Lestani	Wegman Food Mkt	429-3443	Dan.Lestani@wegman.com



ONONDAGA COUNTY, NEW YORK
 MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN
 SIGN-IN SHEET

MEETING DATE: SEPTEMBER 24, 2008

Name	Agency	Phone Number	E-mail
John Carnowski	Community General Hospital	492-5644	John.Carnowski@ccg.org
Wendy Erickson	New York State DEC	315-426-7431	edericks@q.w.dnc.state.ny.us
Ken Lieberman	Town of Spafford	315-636-9782	Kenneth.Lieberman@wis.agrid.c
Jim Cumming Jr.	Town of Camillus	315-672-5556	-
Scott Whitman	Wegmans	315-399- 6347 ⁸³⁴⁷	Scott.Whitman@wegmans.com
David Daignault	OCM BOCES	315-431-8571	d.daignault@ocmboces.org
TEMPRISE	TOWN OF CAMILLUS	315-487-8730	TEMPRISE@TOWN OF CAMILLUS
JOHN WIASIEL	SUNY ESF Supervisor	315-470-6886	j.wiasiel@esf.edu
WAYNE S. AMARZO	Town of Otisco	315-696-4676	
Megan Costa	SOCPA	435-2611	
Don Jordan	SOCPA	435-2611	

Onondaga County
 Kick-Off Meeting
 September 24, 2008
 Minutes of Meeting

Attendees:

Municipality	Representative Present
Onondaga County	Megan Costa
	Don Jordan
Town of Camillus	Jim Cumming Jr.
	Tom Price
Town of Cicero	Joe Snell
Town of Clay	Mark Territo
Town of Dewitt	Mark Petterelli
Town of Elbridge	Robert Herrmann
Village of Elbridge	Robert Herrmann
Village of Fayetteville	Jim Crow
Village of Manlius	John F. Maher
Village of Marcellus	Mary Jo Paul
Town of Onondaga	Ron Ryan
Town of Otisco	Wayne Amato
Town of Spafford	Ken Lieberman
City of Syracuse	John M. Antezak
Town of Van Buren	David Pringle
Agency	
CCE Onondaga Co.	Bobbie Harrison
Community General Hospital	John Carwowski
Crouse Hospital	Dawn Rickey
Lafayette CSD	Jim Kesler
National Grid	Victoria Ladd-deGraff
North Syracuse Central Schools	Larry Butler
NYS DEC	Richard Brazell
NYS DEC	Woody Erickson
NYSEMO - Region IV	Ron Raymond
NYS Thruway	William Mulroy
Onondaga Community College	David Alt
Onondaga County DEM	Dan Wears
Onondaga County DOT	Brian Donnelly
Onondaga County DOT	John Lee
Onondaga County DWEP	Rolf Brown
Onondaga County Emergency Mgmt.	Joe Rinefierd
Onondaga County Emergency Mgmt.	Peter Alberti
Onondaga County HD	Gary Sauda
Onondaga County HD	Paul Weichselbaum
Onondaga County Long Term Care	Kelly Neish
OCM BOCES	David Daignault
Onondaga County WA	Anthony Geiss
Oswego County EMO	Terry Bennett

Penn Traffic	Steve Middleton
SMAC	Jonas D'Agostor
SMTC	Jen Deshaies
St. Joseph's Hospital	Joe Beck
SUNY ESF	John Wasiel
Syracuse City Schools	Tom Ristoff
Syracuse Public Works	Jeffery Wright
Syracuse University	John Rossiter
Syracuse University	David Pajak
Tully Central Schools	Row Birdsall
VA Medical Center	Dave Evangelista
Wegmans	Scott Whitman
Wegmans	Dan Listrani

Minutes:

All Hazards Mitigation Plan Kick-off meeting.

Ms. Megan Costa, provided welcoming remarks related to the Onondaga County FEMA grant to fund the preparation of the Onondaga County All-Hazard Mitigation Plan (plan). Jonathan Raser of Tetra Tech identified the stakeholders present and importance of stakeholders' involvement in the preparation of the All-Hazard Mitigation Plan. Mr. Raser also recognized the committee members.

Jonathan Raser of Tetra Tech gave a PowerPoint public meeting presentation related to the All-Hazard Mitigation Plan process including:

- Why we are doing this?
- What having an approved plan does and does not gain you? (grant eligibility)
- What is a Hazard Mitigation Plan? (description of document and its long-term use)
- What goes into the planning process?
- What is the general timeline and schedule of activities?
- What will be expected of each participant? (roles and responsibilities)

Mr. Raser also noted the role of jurisdictions and expectations for those that participate, including providing data and participating in the kick-off and jurisdictional annex meetings and that all local governments must have a plan in order to qualify for federal mitigation funding.

Mr. Raser also noted the importance of involving stakeholders (such as businesses and Red Cross) and citizens. There will be a secure website with information on the project and where drafts of the document will be placed. There will also be a public website for dissemination of information such as the draft plan and an online survey.

Each jurisdiction was given a folder with jurisdictional data collection forms (homework) needed to be completed for the plan. Homework for participating jurisdictions included:

- Comments/edits on critical facility inventory and maps (mark up with comments)
- Hazard Identification Worksheet (requested to be returned to the County, as soon as possible)
- Contact List for each jurisdiction
- Municipal Information Sheet
- Mitigation Project Sheet (local regulatory/ordinances with name, code citation, and date of adoption to be used in capability assessment)

The homework can be returned to Tetra Tech personnel or Jonathan Raser by fax, e-mail, or mail.

Jonathan Raser, CFM
jonathan.raser@tetratech.com
 Tetra Tech EM Inc.
 100 Enterprise Drive
 Rockaway, NJ 07866
 (973) 659-9996 ext.239
 Fax: (973) 659-1287

The County Point of Contact is **Ms. Megan Costa** who can be reached at:

Onondaga County Hazard Mitigation Coordinator
 Syracuse-Onondaga County Planning Agency
 11th Floor Civic Center
 421 Montgomery Street
 Syracuse, NY 13202

Mr. Raser led the committee Meeting which included discussion of:

- Website
- Public and Shareholder Outreach
- Data Collection
- Hazard Identification
- Jurisdictional Annexes

Mr. Raser indicated that the steering committee acts on the behalf of the jurisdictions. Stakeholders provide data for the plan. Public participation is important for identifying projects, such as raising homes in flood prone areas.

Mr. Raser discussed the planning process and the Hazard of Concern Exercise. He indicated that Tetra Tech would be contacting municipalities that were not present. He discussed the importance of getting the homework done in a timely manner.

Mr. Raser emphasized the importance of keeping the process moving and that a page for the plan will be provided on the County website, along with a citizen survey.

The meeting was adjourned and it was agreed tha the next meeting will be a working Steering Committee Meeting.

Onondaga County – Syracuse University Presentation Outline 3-24-2009

FEMA → DMA 2000

How DMA came about → why it was needed
FEMA's role

What is Hazard Mitigation?

“Definition”

What is its purpose?

\$1 spent on mitigation saves \$3...

Here's where we come in...

What do we do?

Write Hazard Mitigation Plans for Counties and Municipalities
Deal more with Natural Hazards vs. Non-Natural

Why are we here?

Writing a HMP for Onondaga County
Ties into the class with hazardous issues

Take them through the Planning Process...

How do you write a HMP?

Hazard Identification

Critical Facilities

Hazard Profiling

Hazard Risk Assessments

GIS/HAZUS-MH (Prof. Monmonier would like this addressed more closely because a lot of the students will take or have taken GIS as a course)

Mitigation Actions → Examples

Public Outreach

Show examples of plans (maybe Suffolk and sections of Onondaga)

Questions?



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN**

**STEERING COMMITTEE MEETING MAY 14, 2009
AGENDA**

Provide brief explanation of planning process

HMP General Informational (Handout)
Kick-Off Meeting CD contents
Mitigation Grant Programs Summary Sheet (Handout)

Explain function of Steering Committee

Advise Steering Committee of Plan progress

Provide draft sections of Plan on CD
Updated Schedule

Discuss level of municipal participation

Municipal participation matrix (Handout)
Current list of NFIP Floodplain Administrators (Handout)
Sample Municipal Information Sheet (Handout)
Example Draft Annex (Handout)

Discuss and approve "Hazards of Concern" for project

Draft of Section 5.2 (Handout)
Sample HOCID Worksheet (Handout)
HOCID Worksheet Results Summary (Handout)
DPPG 2007 Hazards Risk Assessment (Handout)

Discuss and finalize a Stakeholder and Public Outreach Strategy

Public and Stakeholder Outreach Strategy Memo (Handout)
Citizen Survey Handout (Handout)
Current HMP content on County Website (Handout)

Provide Goals and Objectives for review before next meeting

Goals and Objectives Memo (Handout)

.....

Discuss next Steering Committee Meeting – Tentative Agenda

- Complete and approve Goals and Objectives
- Conduct Strengths, Weaknesses, Obstacles and Opportunities (SWOO) exercise to screen a broad range of potential mitigation initiatives, and develop catalogs of potential mitigation actions for reference by the planning partners



ONONDAGA COUNTY, NEW YORK
 MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN
 SIGN-IN SHEET

STEERING COMMITTEE MEETING

MAY 14, 2009

Name	Agency	Phone Number	E-mail
John Hudson	City of Syracuse	448 8507	Jhudson@ci.syracuse.ny.us
HOWARD GOEBEL	NYS Canal Corporation	438-2344	howard.goebel@CANALS.STATE.NY.US
CHRIS ADRIANCE	NYS CANAL CORPORATION		CHRISTOPHER.ADRIANCE@CANALS.STATE.NY.US
Jim Runk	onondaga Co - wwp	435-2240	Jim.Runk@Onygov.net
David Fitch	Water Works Board	652-8656	dfitch@Onygov.net
Glen Ireland	Gen. County D.O.T.	435-3205	Glen.Ireland@Onygov.net
Anthony Geiss	OCWA	455-7061	ajgeiss@ocwa.org
Jeff Carmichael	On. City Soil & Water	677-3851	jeffcarmichael@ocswd.org
BERNARD English	Town of Salina	451-0492	bernenglish@salina.ny.us
Jason Perkins	Town of Salina	451-0492	jperkins@salina.ny.us
Rob Winter	TOWN of MANLIUS	692-2212	RWINTER@TOWNOFMANLIUS.ORG
Jeff Till	OCWA	435 6600	jtill@ocwa.net
Mike Hooker	OCWA	455-7061 x3114	mehooker@ocwa.org
Peter Albert	OC EM	315 435 2525	paalbert@Onygov.net



**ONONDAGA COUNTY, NEW YORK
 MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN
 SIGN-IN SHEET**

STEERING COMMITTEE MEETING

MAY 14, 2009

Name	Agency	Phone Number	E-mail
Joe Rinyfeno	OEM	485-2525	jrinofen@onco.nyc
Ron Raymond	Albany Reg A	529-0701	RONALD.RAYMOND@SEWER.STATE.NY.G
Jen Deshaies	SMTZ	422-5716	jdeshaies@smtz.ny.gov
Jonathan Ross	Tetra Tech	(973) 689-9996, x239	JONATHAN.ROSS@TETRA.COM

Onondaga County
Steering Committee #1 Meeting
May 14, 2009
Minutes of Meeting

Attendees:

John Hudson, City of Syracuse DPW
Howard Goebel, NYS Canal Corporation
Chris Apriance, NYS Canal Corporation
Jim Renk, Onondaga County – W&P
David Fitch, Metro Water Board
Glen Ireland, Onondaga County D.O.T
Anthony Geiss, OCWA
Jeff Carmichael, Onondaga County Soil & Water
Bernard English, Town of Salina
Jason Perkins, Town of Selina
Rob Winter, Town of Manlius
Jeff Till, OCHD
Mike Hooker, OCWA
Peter Alberti, OCEM
Joe Rinefierd., OEM
Ron Raymond, NYSEMO Region 4
Jen Deshaies, SMTC
Johnathan Raser, Tetra Tech

Handouts:

HMP General Information
Kick-off Meeting CD Contents
Mitigation Grant Programs Summary Sheet
Municipal Participation Matrix
Current List of NFIP Floodplain Administrators
Sample Municipal Information Sheet
Example Draft Annex
Draft of Section 5.2
Sample HOCID Worksheet
DPPG Standard Risk Assessment
Public and Stakeholder Outreach Strategy Memo
Citizen Survey
Current HMP Content on County Website
Goals and Objectives Memo

Minutes:

Jonathan Raser of Tetra Tech provided welcoming remarks related to the Onondaga County All-Hazard Mitigation Plan (plan) process. He identified the stakeholders present and importance of stakeholders' involvement in the preparation of the All-Hazard Mitigation Plan. Mr. Raser also recognized the committee members.

Mr. Raser noted the role of jurisdictions and expectations for those that participate, including providing data and participating in the jurisdictional annex meetings and that all local governments must have a plan in order to qualify for federal mitigation funding.



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN**

**COMMITTEE MEETING July 2, 2009
AGENDA**

Review and Discuss County Annex and Initiatives

Update on Municipal Participation

Update on Stakeholder and Public Outreach

Approval Process for Draft Plan Submission to NYSEMO



ONONDAGA COUNTY, NEW YORK
 MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN
 SIGN-IN SHEET

STEERING COMMITTEE MEETING

July 2, 2009

Name	Agency	Phone Number	E-mail
Mark Burger	On. Ch SWCO	315-677-3851	mburger@ocswcd.org
Kamkeo Beezin	ENV RPDB	422-8276	BERTUCI@ENVRPDB.ORG
Glen Ireland	Gen County D.O.T	435-3205	g.Ireland@coyevt.ny.gov
Mike Hooker	OCWA	455-7061 ext 3114	mehooker@ocwa.org
David Fitch	Metro Water Board	652-8656	dfitch@on.gov.net
David Coburn	County Office of Envir.	435-2647	david.coburn@on.gov.net
Don Jordan	SOCMA	435-2631	donjordan@on.gov.net
Megson Costan	SOCRA		
JONATHAN CASER	TEINA TECH INC.	(973) 659-9996 x239	JONATHAN.PASER@TEMI.COM
Jim Runk	W.E.P	435-2260	JimRunk@on.gov.net
Jeff Till	OC Dep Envir. Health		jtill@on.gov.net



ONONDAGA COUNTY, NEW YORK
 MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN
 SIGN-IN SHEET

STEERING COMMITTEE MEETING

July 2, 2009

Name	Agency	Phone Number	E-mail
CHRIS ADRIANCI	NYS CADWALS		
Jason Perkins	Town of Salina		
Bernard English	Town of Salina		
Peter Albeck	Onondaga County EM	315-485-2505	palbeck@onycwa.net

**Onondaga County
All Hazard Mitigation Plan
Goals and Objectives Meeting
July 2, 2009**

The purpose of this meeting was to:

- Review the Planning Process and provide and update to the Committee on the current status of the Plan
- Address and discuss the proposed mission statement, goals, and objectives
- Discuss the level of municipal participation
- Finalize public and stakeholder outreach strategies
- Perform a Strengths, Weaknesses, Obstacles, and Opportunities Workshop (SWOO)

Meeting Attendees:

Mark Burger –Onondaga County SWCD
Kathleen Bertush – CNY RPDB
Glen Ireland – Onondaga County D.O.T
Mike Hooker – OCWA
David Coburn – County Office of Envir.
Don Jordan – SOCPA
Megan Costa - SOCPA
Jonathan Raser – Tetra Tech, Inc.
Jim Rente – W.E.P
Jeff Till – OC Dep. Envir. Health
Chris Adriance – NYS Canals
Jason Perkins – Town of Salina
Bernard English – Town of Salina
Peter Alberti – Onondaga EM

Megan Costa opened the Steering Committee Meeting to welcome everyone and introduced Jonathan Raser.

Jonathan Raser (Project Manager, Tetra Tech (Tt), contract consultant) reviewed the project status and discussed what must be completed in subsequent meetings.

The following handouts were provided to all attendees:

- Mission Statement, Goals and Objectives Worksheet
- Municipal Participation Matrix

The following discussions occurred:

1. Discuss Level of Municipal Participation and Review Schedule for Plan Completion:

At the previous meeting and during the subsequent months, Hazard of Concern ID Worksheets, Critical Facility Maps and Tables and Municipal Information Sheets were filled out by planning committee members and others. However, there are a number of municipalities that have yet to complete this work and there is much outstanding information. There is concern from Tt that if municipalities do not participate, they will not get recognition from FEMA upon Plan completion. With the current time-table in place for the remainder of the project, it is imperative that all municipalities are on board and participating.

2. Mission Statement, Goals and Objectives

A document containing goal input from state plans, municipal plans and other resources was provided at the last meeting as a basis for discussion of the Onondaga County Plan goals and objectives. It recommended a mission statement, five broad goals and hierarchy of objectives covering the range of mitigation actions (prevention- regulatory, property protection, public education and awareness, natural resource protection, emergency services, and structural projects for the hazards of concern) and the committee approved them as noted below.

Mission Statement

The mission of the Onondaga County Multi-Jurisdictional Hazard Mitigation Plan is to protect the health, safety, property, environment and economy of the communities within Onondaga County by partnering to identify and reduce our vulnerability to natural hazards in a proactive and efficient manner.

Goals and Objectives

Within the same document as the Mission Statement, there were five proposed Goals shown to the planning committee for discussion and approval. The goals and associated objectives developed for this planning process are compatible with the needs and goals expressed in other available community planning documents, including:

- New York State Hazard Mitigation Plan
- Onondaga County Comprehensive Emergency Management Plan (date)
- 2010 Development Guide for Onondaga County (June 1998)
- Framework for Growth in Onondaga County (June 1998)
- Central New York Comprehensive Economic Development Strategy (2005)
- Onondaga County Settlement Plan and Pilot Projects(2001)
- City of Syracuse Comprehensive Plan 2025 (January 2005)
- Other local comprehensive and emergency management plans
-

After discussion, the five goals that were unanimously approved by the steering committee were:

Protect Life and Property

Increase [Understanding of Hazard Risk, and] Public Awareness and Preparedness

Promote Sustainability Throughout the County

Protect the Environment and Natural Resources

Promote and Support Partnerships

Enhance Disaster Preparedness, Response and Recovery

Along with the Goals, corresponding Objectives were proposed and displayed for discussion among the planning committee. Proposed Objectives listed on the *Proposed Mission Statement, Goals and Objectives* document were reviewed and the members of the committee approved as follows.

Goal 1: Protect Life and Property

Objective 1-1: Address repetitive and severe repetitive loss properties throughout the County.

Objective 1-2: Protect and maintain critical facilities and infrastructure.

Objective 1-3: Identify flood and other natural hazard areas.

Objective 1-4: Identify the need for, and acquire, any special emergency services, training, and equipment to enhance response capabilities for specific hazards.

Objective 1-5: Improve detection, warning and communication systems.

Objective 1-6: Pursue federal and state assistance toward the improvement of facilities and infrastructure.

Objective 1-7: Develop, maintain, strengthen and promote enforcement of ordinances, regulations and other mechanisms that facilitate hazard mitigation.

Objective 1-8: Integrate the recommendations of this plan into existing regional and local programs.

Goal 2: Increase [Understanding of Hazard Risk, and] Public Awareness and Preparedness

Objective 2-1: Develop and implement additional education and outreach programs to increase public awareness of hazard areas and the risks associated with hazards, and to educate the public on specific, individual preparedness activities.

Objective 2-2: Develop and implement program(s) to better understand the public's level of individual and household preparedness.

Objective 2-3: Implement mitigation actions that enhance the capabilities of the County and communities to better profile and assess exposure of hazards.

Objective 2-4: Promote awareness among homeowners, renters, and businesses about obtaining insurance coverage available for natural hazards (i.e., flooding).

Objective 2-5: Encourage property owners to take preventive actions in areas that are especially vulnerable to hazards.

Objective 2-6: Provide information on tools, partnership opportunities, funding resources, and current government initiatives to assist in implementing mitigation activities.

Goal 3: Promote Sustainability throughout the County

Objective 3-1: Promote sustainable land development practices (from 2010 Development Guide)

Objective 3-2: Reduce the disruption of activities of daily living via protection of the vital infrastructure and critical facilities.

Objective 3-3: Promote the development of government and business continuity plans.

Objective 3-4: Develop and maintain adequate services and utilities to serve the County's population and business

Objective 3-5: Decrease the potential local economic loss and maintain local and government business continuity.

Objective 3-6: Decrease time to recover and reduce social dislocation and family and individual stress (return to normalcy).

Objective 3-7: Reduce general public dependency on disaster response and recovery support services.

Goal 4: Protect the environment and natural resources

Objective 4 -1: Promote the continued use of natural systems and features, open space preservation, and land use development planning for natural hazard mitigation activities wherever possible to anticipate and reduce long term costs and maximize hazard mitigation effectiveness.

Objective 4-2: Protect and preserve environmentally sensitive and critical areas

Objective 4-3: Continue to preserve, protect and acquire open space

Objective 4 -4: Incorporate hazard considerations into land-use planning and natural resource management.

Goal 5: Promote and Support Partnerships

Objective 5-1: Create, maintain and enhance collaborative efforts with other identified stakeholders involved with natural hazard management.

Objective 5-2: Coordinate, where applicable or required, natural hazard mitigation efforts with adjacent jurisdictions agencies natural risk management activities.

Objective 5-3: Strengthen inter-jurisdiction and inter-agency communication, coordination, and partnerships to foster hazard mitigation actions and/or projects.

Objective 5-4: Identify and implement ways to engage public agencies with individual citizens, non-profit organizations, business, and industry to implement mitigation actions more effectively.

Objective 5-5: Encourage shared services in acquiring maintaining and providing emergency services and equipment.

Objective 5-6: Encourage partnerships between neighborhood groups to work together and address hazards specific to their areas.

Goal 6: Enhance Disaster Preparedness, Response and Recovery

Objective 6 -1: Encourage the establishment of policies to help ensure the prioritization and implementation of mitigation actions and/or projects designed to benefit essential facilities, services, and infrastructure.

Objective 6-2: Where appropriate, coordinate and integrate hazard mitigation actions with existing local emergency operations plans.

Objective 6-3: Identify the need for, and acquire, any special emergency services, training, equipment, facilities and infrastructure to enhance response capabilities for specific hazards.

Objective 6-4: Review and improve, if necessary, emergency traffic routes; communicate such routes to the public and communities.

Objective 6-5: Ensure continuity of governmental operations, emergency services, and essential facilities at the local level during and immediately after disaster and hazard events.

Objective 6-6: Maintain and expand shared services in acquiring maintaining and providing emergency services and equipment.

3. Public and Stakeholder Outreach and Questionnaire

Mr. Raser noted the importance of public outreach and the use of a public website to disseminate information. The Committee agreed to develop and launch a county hazard mitigation planning website to include draft documents for public comment and a link to a public hazard preparedness questionnaire.

4. Next Steps in the Planning Process

The next meeting will be the Jurisdictional Annex Workshop (which will be offered twice to accommodate the planning committee members' schedules and to maximize participation) to enable communities to write their annex portion of the plan which will include municipal capability assessments and mitigation strategies.



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN**

**JURISDICTIONAL ANNEX WORKSHOPS
OCTOBER 1, 2009 1:30 pm and 6:00 pm
AGENDA**

▪ **Welcome**

• **Jurisdictional Template Annex Workshop**

Resources for completing Jurisdictional Annex:

Draft Local Annex – Hardcopy and in Municipal folders of Share Site

Annex Instructions – Hardcopy and in General folder of Share Site

Interim Draft Sections of Plan:

County Profile (Inventory) – General folder of Share Site, public HMP website
(<http://www.ongov.net/Planning/haz.html>)

Hazard Profiles - General folder of Share Site, public HMP website

Mitigation Grant Programs Summary – Hardcopy and in General folder of the Share Site

Mitigation Planning Goals and Objectives – Hard Copy and in General folder of Share Site

▪ **Question and Answer Session**

▪ **Adjourn**



ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN
SIGN-IN SHEET

JURISDICTIONAL ANNEX WORKSHOP

OCTOBER 1, 2009

1:30 PM

Name	Agency	Phone Number	E-mail
William B. Reagan	Town of Marcellus Village of Marcellus Liverpool	315-673-3269	codes@marcellus.org
Kurt Field	Village of Liverpool	457-3441	codes@villagesofliverpool.org
Phil Tierney	Town of Skaneateles	607-6726	PT@townofskaneateles.com
Todd Abel	Town of Skaneateles	607-6833	townofskaneateles.com
Bob Hermann	Town of Eureka	689-6667	codes@townofeureka.com
Dan Russel	V OF ESSEXVILLE	437-3541	m@essexville.com
Richard J. Greene	Village of Minerva	957-1453	rjgreene@villageofminerva.com
Rocco Conde	Town of Dewitt	437-8331	RConde@townofde Witt.ca
Lloyd Parkin	Village of Skaneateles	685-3456	chris@lloydparkin.com
Bob Lotkowitz	"	685-5977	bob.lotkowitz@gmail.com
Maree A Howe	Skaneateles Municipality	426-4882	Maree@skaneateles.ny.us



ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN
SIGN-IN SHEET

1:30 PM

JURISDICTIONAL ANNEX WORKSHOP

OCTOBER 1, 2009

Name	Agency	Phone Number	E-mail
MARK PIGULA	Town of Camillus	632 8852	
Richard Calabrese	T/O Onondaga	469-1664	richcalabrese@yahoo.com
Tim Baker	MUNICIPALITY OF BANGOR	635-9665	tbaker@bangor.com
CHANGE SYKES	T/O VANDUEN	635-3009	supervisor@bangor.com
Frederick DiRisio	110 TOWN	689-6608	Frederick vjguyper@yahoo.com
Brend Maxwell	T/O Delwitt	437-8331	maxwell@townofdelwitt.com
Boss Spake	Spokane / SA	262-2105	maxwell@ci.spokane.wa.us
Paul Whorrell	Manlius Fire Dept	682-8318	manliusfire@manlius.org
Tim Pritchard English	Town of Salina	457-0492	english@salina.ny.us
Beth Greenwood	Village of Tully	396-6216	ELR1@cornell.edu
DAVID TESSIER	TOWN OF MANLUS	637 8619	tessier@townofmanlius.org
Ron Ryan	Town of Onondaga	468-3141	rryan@townofonondaga.com
Peter Phobert	Onondaga County	315 435 2525	p.phobert@ocgov.net

Onondaga County
Multi-Jurisdictional All Natural Hazard Mitigation Plan
Planning Committee Meeting Minutes
October 1, 2009

Jonathan Raser of Tetra Tech presented the Onondaga County Jurisdictional Annex Procedure in order to assist the municipalities in authoring their jurisdictional annexes. Mr. Raser went through the risk ranking procedure for each of the five hazards and the procedure for identifying and prioritizing mitigation actions. Each participating jurisdiction was provided with a template with critical data provided to facilitate the process of completing their annexes. Support documentation including the draft hazard profiles, summary of losses matrix, template instructions, plan goals and objectives, and a summary of Federal Grant opportunities were provided to each jurisdiction to enable completion of the annexes.

After a closing question and answer period, the meeting was adjourned.

Meeting Attendees:

1:30 pm

Mark Pigula – Town of Camillus
Richard Walters – Town of Onondaga
Tim Baker – Village of Baldwinsville
Claude Sykes – Town of Van Buren
Frederick DiRisio = Village of Jordan
Brian Maxwell – Town of Dewitt
Bob Briton – Syracuse/SFA
Paul Whorrell – Manlius Fire Department
Bernard English – Town of Salina
Beth Greenwood – Village of Tully
Davis Tessier –Town of Manlius
Ron Ryan – Town of Onondaga
Peter P. Alberti – Onondaga County
William P. Reagan – Town of Marcellus, Villages of Marcellus and Liverpool
Kurt Field – Village of Liverpool
Phil Tierney – Town of Skaneateles
Todd Hall – Town of Skaneateles
Bob Hermann – Town of Elbridge
Ron Russell – Village of East Syracuse
Richard Greene – Village of Minoa
Rocco Conte – Town of Dewitt
Lloyd Perkin – Village of Skaneateles
Bob Lotkowitz – Village of Skaneateles
Marcia Novek – Stakeholder Manlius
Henry Docar – Village of Eldridge
David J. Pringle – Town of Van Buren
Mark Kolakowski – Town of Geddes
Dick Donovan – Village of Minoa
Jim Craw – Village of Fayetteville
Bob Green – Village of Skaneateles
John Maher – Village of Manlius

Onondaga County Minutes, Continued

John M. Autczak – City of Syracuse
Mark Territo – Town of Clay
Jonathan Raser – Tetra Tech

6:00 pm

Anne Clancy – Village of Camillus
William Becker – Village of Liverpool
Peter Alberti – Onondaga County
Tom Bailey – Town of Fayetteville
Ron Raymond – NYSEMO Region IV
Jonathan Raser – Tetra Tech



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN**

**STEERING COMMITTEE MEETING October 26, 2009
AGENDA**

Review and Discuss County Annex and Initiatives

Update on Municipal Participation

Update on Stakeholder and Public Outreach

Approval Process for Draft Plan Submission to NYSEMO



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN**

**STEERING COMMITTEE MEETING October 26, 2009
MINUTES**

Attendees:

- Don Jordan – SOCPA
- Megan Costa, SOCPA
- David Coburn – Office of the Environment
- Jim Renk – WEP
- Glen Ireland – OCDOT
- Jeff Till – DEH
- Mark Burger – SLWAP
- David Fitch – MWB
- Michael Hooker – OCWA
- Tony Geiss – OCWA
- Bernard English – Town of Salina
- Jason Perkins – Town of Salina
- Ron Raymond – SEMO
- Russell Nemecek – OC Health
- Jonathan Raser – Tetra Tech, Inc.

Review and Discuss County Annex and Initiatives

Update on Municipal Participation

	Attended Kick Off Meeting	Forwarded Information after Meeting (non-attendee)	Letter of Intent	Returned Municipal Information Sheet	Returned Critical Facility Data	Returned Hazard of Concern ID Worksheet
Onondaga County	X					X
Village of Baldwinsville		X	X	X		X
Town of Camillus	X		X			X
Village of Camillus		X	X			
Town of Cicero	X		X	X	X	X
Town of Clay	X		X	X	X	X
Town of Dewitt	X		X	X	X	X
Village of East Syracuse		X	X			
Town of Elbridge	X		X	X	X	X
Village of Elbridge	X		X	X	X	X



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN**

**STEERING COMMITTEE MEETING October 26, 2009
MINUTES**

	Attended Kick Off Meeting	Forwarded Information after Meeting (non-attendee)	Letter of Intent	Returned Municipal Information Sheet	Returned Critical Facility Data	Returned Hazard of Concern ID Worksheet
Town of Fabius		X	X			
Village of Fabius		X				
Village of Fayetteville	X		X	X		X
Town of Geddes		X	X			
Village of Jordan		X			X	
Town of Lafayette		X	X			
Village of Liverpool		X	X			
Town of Lysander		X	X			
Town of Manlius		X	X	X	X	X
Village of Manlius	X		X			
Town of Marcellus	X		X	X		X
Village of Marcellus	X		X		X	X
Village of Minoa		X	X			
Village of North Syracuse		X	X	X	X	X
Town of Onondaga	X		X	X	X	X
Town of Otisco	X					X
Town of Pompey		X	X			
Town of Salina		X	X	X		
Town of Skaneateles		X	X	X		X
Village of Skaneateles		X	X	X		X
Village of Solvay		X				
Town of Spafford	X		X	X	X	X
City of Syracuse	X		X	X	X	X
Town of Tully		X	X			
Village of Tully		X	X	X		
Town of Van Buren	X		X		X	X

Update on Stakeholder and Public Outreach

In order to facilitate coordination and communication between the Steering and Planning Committee and citizens, numerous methods of public outreach were conducted to inform the public of the Plan and encourage participation in the planning process. The following public outreach efforts were made during the development and review of this Plan:

- The Kick-Off meeting was public, and broadly announced and advertised through the planning partners. The meeting was covered by local media.



ONONDAGA COUNTY, NEW YORK MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN

STEERING COMMITTEE MEETING October 26, 2009 MINUTES

- A public website (<http://www.ongov.net/Planning/haz.html>) was launched in January 2009 to inform Onondaga County residents of the planning project. The website contains information on the project, members of the Planning and Steering Committees, methods the public can participate in the planning process, and links to Onondaga County resources regarding natural hazard preparedness and mitigation. Appendix D includes screenshots of the website.
- An on-line natural hazards preparedness citizen survey was developed to gauge household preparedness that may impact the County and to assess the level of knowledge of tools and techniques to assist in reducing risk and loss of those hazards. The questionnaire asked 24 quantifiable questions about citizen perception of risk, knowledge of mitigation, and support of community programs. The questionnaire also asked several demographic questions to help analyze trends.

The questionnaire has been available on the public website since June 2009, however to date response has been limited. Appendix D summarizes public input received through the website, the online survey, and other sources.

- The Plan has been posted to the public website (<http://www.ongov.net/planning/haz.html>) for public review and comment. Beginning on July 20, 2009, available sections of the Interim Draft Plan were posted for review, specifically the County Profile (Inventory of Assets) and the Risk Assessment sections of the Plan
- A press release entitled "Onondaga County Preparing Natural Hazards Mitigation Plan" was distributed on August 26, 2009 to the following media agencies serving the Syracuse and Onondaga County region: Post-Standard, News 10, WSYR, Channel 9, Channel 3, WRVO Radio, and Syracuse New Times .
- Several newspaper articles and press-releases informing the public of the planning project have been published in local media.
- The project has been presented by members of the Steering and Planning Committees at various regularly scheduled county and local meetings to encourage awareness of the project and elicit input to the Plan, including the following:
 - Onondaga County Disaster Preparedness Committee meetings (June 2, 2009 and two prior)

Approval Process for Draft Plan Submission to NYSEMO

**Onondaga County HMP
Stakeholder Meeting
Syracuse-Onondaga County Planning Agency
December 16, 2009 – 3:30 pm**

1. Welcome
2. Update of Planning Process
3. Review of Major Grant Programs
4. Local Concerns
5. Adjourn



ONONDAGA COUNTY, NEW YORK
 MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN
 SIGN-IN SHEET

HAZARD MITIGATION PLAN MEETING

December 16, 2009

Name	Agency	Phone Number	E-mail
Heather Apper	Tetra Tech		
Nicole Coffin	Tetra Tech		
Bridget Ficus	Cary Wetmorey	609-5583	dfloria@truenj.com
Sam Williams	Env. Wetmorey	305 437-1003	Sammy@truenj.com
Kurt Snyder	Swedish Eye Assoc.		karsent@truenj.com
Russell Nemecok	On City Health		
Megan Costa			
Maureen JJ Doyle	Cny Wetmorey	730.7498	midoyle@truenj.com

**Onondaga County HMP
Stakeholder Meeting
Syracuse-Onondaga County Planning Agency
December 16, 2009 – 3:30 pm**

Attendees:

Bob DiFlorio, CNY Waterways
Sam Cimilloca, CNY Waterways
Kurt Snyder, Oneida Lake Association
Russell Nemecek, Onondaga County Health Department
Megan Costa, Onondaga County Senior Planner
Heather Apgar, Tetra Tech
Nicole Cofrin, Tetra Tech

Onondaga County Senior Planner, Megan Costa, opened the meeting at 3:30 p.m.

Minutes:

1. Megan Costa of Onondaga County welcomed stakeholders and introduced Nicole Cofrin and Heather Apgar.
2. Nicole Cofrin of Tetra Tech gave an introduction and update of the Hazard Mitigation Plan:
 - Draft version submitted to SEMO; currently preparing to submit to FEMA
 - Need to add Mitigation Initiatives and Strategies to add into the Annexes of the Plan
 - Hazards of Concern included in the Plan are: severe storm, winter storm, flood, earthquake, and landslide. The draft versions of these profiles are located on the Onondaga County website
3. Tetra Tech went over the major grant programs; discussed what can be a mitigation initiative.
4. Bob DiFlorio of CNY Waterways, also a resident of the Town of Cicero, discussed flooding issues along Beach Road in the Town of Cicero. Mr. DiFlorio also stated that the administration of the Town of Cicero has changed and he will be discussing the HMP and the Mitigation Strategies and Initiatives with them.
5. Kurt Snyder of the Oneida Lake Association discussed his concerns with the flooding of the Lake. Mr. Snyder's suggestion was altering the flow capability of the Lake outlets (diversion pipe and using the water for electricity)
 - USACE prepared a plan after the 1993 and 1994 floods; but nothing followed through after the plan
6. The Finger Lakes and the Seneca River affect Oneida Lake; along with the Tug Hill melt. The western flow also affects the Lake. The County does not have control of the flow from outside the County – question – how does County get involved with this? County could reach out to the other counties affected by this as well.
7. CNY Waterways and Oneida Lake Association will go over information provided to them by Tetra Tech and work on coming up with Mitigation Initiatives.

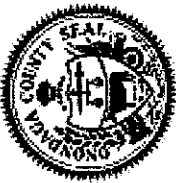
Meeting was adjourned at 4:30 p.m.



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN**

**STEERING COMMITTEE MEETING March 1, 2010
AGENDA**

- **Review and Discuss County Annex and Initiatives**
- **Review Municipal Participation – Possible Vote to Exclude Non-Participating Jurisdictions from Final Plan**
- **Discuss any Municipal Concerns with Annexes and Initiatives**
- **Review Stakeholder and Public Outreach, including Press Release for Final Plan submission to FEMA**
- **Discuss Schedule and Process for Plan Finalization and Submission to NYSEMO/FEMA**
- **Discuss Local Plan Adoption and Implementation**
- **Discuss Pending HMGP Grant Opportunity (DR 1857/1869)**



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN
SIGN-IN SHEET**

STEERING COMMITTEE MEETING

March 1, 2010

Name	Agency	Phone Number	E-mail
Megan Costa	SOC PA	435-2611	megancosta@ongov.net
Russell Nemecek	OC Health	435-6600	russellnemecek@ongov.net
Jim Renk	W. E. P	435-2260	JimRenk@ongov.net
ERIC SCHULTERS	OCDWEP	435-5402 x205	ERIC.SCHULTERS@ongov.net
Anthony Geiss	OCWA	455-7061 x3126	ajgeiss@ocwa.org
Mike Hooker	OCWA	455-7061 x3114	mhooker@ocwa.org
BERNARD ENGLISH	TOWN OF SALINA	451-0492	benglish@salina.ny.us
Jason Perkins	Town of Salina	451-0492	JPerkins@salina.ny.us
Glen Inghand	Onondaga County D.O.T.	435-3205	glen.inghand@ongov.net
Tom Raymond	NYSENIO Loc. II	529-0781	Tom.Raymond@seniorstate.ny.us
JEFF TILL	HEALTH DEPT	435-6600	jtill@ongov.net
Don Jordan	SOC PA	435-2631	donjordan@ongov.net
David Coburn	Office of Environment	435-2647	david.coburn@ongov.net
David Fitch	Metropolitan Gov Board	652-8656	dfitch@ongov.net

Mark Berger



ONONDAGA COUNTY, NEW YORK
 MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN
 SIGN-IN SHEET

STEERING COMMITTEE MEETING March 1, 2010

Name	Agency	Phone Number	E-mail
MARK BURGER	On. Cty Soil Water Cont. Div.	315 677 3851	Mburger@ocswd.org
JONATHAN RASER	TERRATECH	(315) 619-9996 x239	JONATHAN.RASER@TERRATECH.COM



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN**

**STEERING COMMITTEE MEETING March 1, 2010
MINUTES**

Attendees:

Megan Costa, SOCPA
Jim Renk – WEP
Russell Nemecek - OC Health
Eric Schultheis – OCDWEP
Anthony Geiss – OCWA
Michael Hooker – OCWA
Bernard English – Town of Salina
Jason Perkins – Town of Salina
Glen Ireland – OCDOT
Ron Raymond – SEMO
Jeff Till – DEH (Health Dept.)
Don Jordan – SOCPA
David Coburn – Office of Environment
David Fitch – MWB (Metropolitan Water Board)
Mark Burger – SLWAP
Mark Berger -
Jonathan Raser – Tetra Tech

Discussion Items:

- Review and Discuss County Annex and Initiatives

Mr. Raser noted that the County Annex is being reviewed to ensure the mitigation strategy provides a comprehensive Homeowner concerns, county level municipal projects will be incorporated as relevant.

- Review Municipal Participation – Possible Vote to Exclude Non-Participating Jurisdictions from Final Plan

Formal participation by a jurisdiction in this planning process shall include the following (hereafter referred to as the “Planning Partner Expectations”):

- Execute and return the attached “Authorization and Acknowledgement” letter to the Syracuse-Onondaga County Planning Agency (SOCPA).
- Identify a representative and alternate to serve as the planning point of contacts (POC). These people will be responsible for representing their community and assuring that these participation expectations are met by their community.



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN**

**STEERING COMMITTEE MEETING March 1, 2010
MINUTES**

- Support the Steering Committee selected to oversee the development of this plan.
- Attend the “Kick Off” Meeting (mandatory, date to be announced).
- Provide information about the assets (structures and facilities, new development, etc.) within their municipality as requested by the County, Steering Committee or the contract consultant.
- Assisting with the identification of stakeholders within their community that should be informed and potentially involved with the planning process.
- Review draft Plan sections when requested and provide comment and input as appropriate.
- Attend the Jurisdictional Annex workshop (mandatory - date to be announced).
- Prepare and submit a Jurisdictional Annex to the SOCPA. Templates and instructions to aid in the compilation of this information will be provided to all participating partners. Each partner will be expected to complete their templates in a timely manner and according to the timeline specified by the Steering Committee. The SOCPA will assure that technical and administrative resources are available to assist with the preparation and completion of the annexes; however the SOCPA is not responsible for assisting jurisdictions that did not attend the annex workshop.
- Identify at least one mitigation initiative (action, project or program) that they will implement in order to reduce their risk to natural hazards. These initiatives will be presented in their annex.
- Adopt the Plan by resolution of their governing body after FEMA conditional approval.
- Annually, provide information on progress on identified initiatives as requested by the County HMP Coordinator.

Jurisdiction	Participation Level	Provided Annex Information*	Included Specific Initiative(s)	Notes
Baldwinsville (V)	Good	Yes	Yes	
Camillus (T)	Good	Yes	Yes	
Camillus (V)	Good	Yes	Yes	Did not attend kick-off meeting; however, attended other meetings and provided information to complete annex
Cicero (T)	Good	Yes	Yes	Did not attend kick-off meeting; however, attended other meetings and provided information to complete annex
Clay (T)	Good	Yes	Yes	
DeWitt (T)	Good	Yes	Yes	
East Syracuse (V)	Good	No	Yes	Did not attend kick-off meeting; however, attended other meetings and provided information to complete annex
Elbridge (T)	Good	Yes	Yes	
Elbridge (V)	Good	Yes	Yes	
Fabius (T)	Minimal	Yes	No	Did not attend any of the meetings, but did provide annex information



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN**

**STEERING COMMITTEE MEETING March 1, 2010
MINUTES**

Jurisdiction	Participation Level	Provided Annex Information*	Included Specific Initiative(s)	Notes
Fabius (V)	Poor	No	No	Attended no meetings, provided no information
Fayetteville (V)	Good	Yes	Yes	
Geddes (T)	Poor	No	No	Attended jurisdictional annex workshop; however, did not provide any information to complete annex
Jordan (V)	Good	Yes	Yes	
Lafayette (T)	Poor	No	No	Attended meetings; however, did not provide any information to complete annex
Liverpool (V)	Minimal	No	No	Attended jurisdictional annex workshop; however, did not provide any information to complete annex
Lysander (T)	Poor	No	No	Did not attend meetings; did not provide information to complete annex
Manlius (T)	Good	Yes	Yes	Did not attend kick-off meeting; however, attended other meetings and provided information to complete annex
Manlius (V)	Good	No	Yes	
Marcellus (T)	Minimal	Yes	No	Did not attend kick-off meeting; did not provide specific mitigation actions; however, did provide information to complete annex
Marcellus (V)	Good	Yes	No	Attended meetings; provided annex information but no specific initiatives
Minoa (V)	Good	Yes	Yes	Did not attend kick-off meeting; however, attended other meetings and provided information to complete annex
North Syracuse (V)	Good	Yes	Yes	Did not attend any of the meetings; however, provided information to complete annex and provided additional mitigation actions
Onondaga (T)	Good	Yes	Yes	
Otisco (T)	Poor	No	No	Attended kick-off meeting; however, did not attend any other meetings and did not provide information to complete annex
Pompey (T)	Minimal	No	No	Did not attend any meetings; however, provided information for annex, no additional mitigation actions
Salina (T)	Good	Yes	Yes	Did not attend kick-off meeting; however, attended other meetings and provided information to complete annex
Skaneateles (T)	Good	Yes	Yes	Did not attend kick-off meeting; however, attended other meetings and provided information to complete annex
Skaneateles (V)	Good	Yes	Yes	Did not attend kick-off meeting; however, attended other meetings and provided information to complete annex
Solvay (V)	Poor	No	No	Did not attend meetings; did not provide information to complete annex
Spafford (T)	Good	Yes	Yes	
Syracuse (C)	Good	Yes	Yes	
Tully (T)	Minimal	Yes	No	Did not attend meetings; however, provided



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN**

**STEERING COMMITTEE MEETING March 1, 2010
MINUTES**

Jurisdiction	Participation Level	Provided Annex Information*	Included Specific Initiative(s)	Notes
				information to complete annex
Tully (V)	Minimal	Yes	No	Did not attend meetings; however, provided information to complete annex
Van Buren (T)	Minimal	No	No	Attended meetings but did not provide information to complete annex and did not provide additional mitigation actions

- Discuss any Municipal Concerns with Annexes and Initiatives

- It to develop fix-it spreadsheet and provide to the County for use in obtaining input from municipalities that have not adequately addressed their hazards in the municipality mitigation strategy.

- It to develop and provide text for outreach to municipalities to gather outstanding information and create comprehensive mitigation strategies for plan annexes.

- Plan to address FEMA comments and expeditiously obtain FEMA plan approval.

Mr. Raser noted that the planning team must adequately address all “Required Revisions”. The plan cannot be failed over “Recommended Revisions”, however to the extent that they can reasonably be addressed given our limited resources at this point, we should make that effort.

Prerequisites, Part 1. and 2.:

All these are things that are done once the Plan receives “Approval Pending Adoption” (APA). Nothing needs be done for this revision.

Part 3. Multi-Jurisdictional Planning Participation (page 8 of 33):

As available, we will incorporate any missing documentation, and amend the cover sheets as appropriate.

We will expand the text in Section 3 to explain how the Steering Committee acted as a proxy for the communities, and how other methods to work with the communities were used beyond just the planning meetings.

Part 4.C. Documentation of the Planning Process, Public Outreach:



ONONDAGA COUNTY, NEW YORK MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN

STEERING COMMITTEE MEETING **March 1, 2010** MINUTES

As available, we will incorporate any missing documentation, and amend the cover sheets as appropriate.

OC can post the survey results provided by TT on the website.

Part 14.a. and 14. Identification and Analysis of Mitigation Actions:

We should develop and include a detailed continued public outreach/education program, led by the County and supported specifically by the municipalities. TT will develop and provide to OC to review and consider, then include as appropriate.

TT will provide a solid EQ initiative regarding Rapid Visual Screening, to be included specifically in the County annex and the City annex, and referenced in the other annexes.

For the jurisdictions that only had the “generic” 1a and 1b initiatives, we need to work with them to expand them to identify specific geographic areas that need to be addressed, or explain that their flood risk is considered limited. Those communities with limited flood risk need to be strong with their initiatives addressing the other hazards, which could include a strong “countywide” initiative such as the above public outreach/education initiative.

We can tighten up certain County level initiatives simply by identifying specifically the responsible department, and adding a level of detail as to how the initiative is or will be implemented.

Other Issues:

There are a number of instances where the FEMA has failed to give credit where credit is due (e.g. page 22, “there don’t appear to be any true EQ mitigation actions in the County-Wide actions”).

Our resubmission should include a cover letter detailing what specifically was done, and carefully explain where we believe FEMA should reconsider their review and/or recommended revisions.

- Review Stakeholder and Public Outreach, including Press Release for Final Plan submission to FEMA
- Discuss Schedule and Process for Plan Finalization and Submission to NYSEMO/FEMA
- Discuss Local Plan Adoption and Implementation



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN**

**STEERING COMMITTEE MEETING March 1, 2010
MINUTES**

After FEMA approval pending adoption (APA) each municipality must formally adopt the plan by resolution and forward copy of resolution to County for transmittal to FEMA before plan is formally approved. It is vital that this is done immediately to avoid delays in eligibility for HMA funding.

- Discuss Pending HMGP Grant Opportunity (DR 1857/1869)

Mr. Raser noted that LOI's for these grant windows were due 2/26/2010. The County and municipalities may submit HMGP applications for mitigation funding prior to plan approval, but cannot obtain funding unless plan is approved prior to disbursement of funds. It would be beneficial for all participating municipalities and the County review mitigation strategies for potential mitigation grant eligible projects so plan participants should be prepared to submit grant applications for future grant opportunities as they become available.



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN**

**STEERING COMMITTEE MEETING March 30, 2010
AGENDA**

Power Point Presentation:

**What is Hazard Mitigation?
Why are We Preparing a Hazard Mitigation Plan?
Planning Process Steps
Where are we now?
Plan Document and Availability
Secure Team Shared Site
What Happens after Plan Submission?
How Can We Assure Approval?
What Happens After FEMA Approval?
Plan Implementation
Plan Review and Update**



ONONDAGA COUNTY, NEW YORK
 MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN
 SIGN-IN SHEET

MUNICIPAL PLAN COMPLETION MEETING MARCH 30, 2010

Name	Agency	Phone Number	E-mail
BERNARD ENGLISH	TOWN OF SALINA	315-451-0492	benglish@salina.ny.us
Jason Perkins	Town of Salina	315-451-0492	JPerkins@salina.ny.us
CLAUDE SYKES	T/O VAN BUREN	315-635-3009	supervisor@townofvanburen.com
DAVID SPRINGEE	T/O VAN BUREN	315-635-3604	Codeprods@vho.com
FRED WELLMER	Village of N. Syracuse	315 458-0790	
Michael Meuter	Village of Camillus	315-729-2881	thebringamer@aol.com
Anne Clancy	Village of Camillus	315-672-0009	clancya@updates.edu
Robert Herrmann, Jr	Town of Elbridge <small>Village of Jordan</small>	315-689-6667	codesoffice@Townofelbridge.com
Bob Lotkowitz	Village of Skaneateles	315-685-5977	bob.lotkowitz@skaneateles.com
Paul Salvatore	Syracuse DPW	315-448-8511	psalvatore@co.syracuse.ny.us
Ken Lieberman	Spafford	315-636-9782	Kenneth.lieberman@uspsgrd.com
RON RUSSELL	VIL OF SYR.	815-952-2262	ronrussell@uspsgrd.com
James Spaw	Village of Fayetteville	315 962 2103	jspaw@msa.com
BRIAN MAXWELL	Town of DeWitt	315-437-8331	bmaxwell@townofde Witt.com



ONONDAGA COUNTY, NEW YORK
 MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN
 SIGN-IN SHEET

MUNICIPAL PLAN COMPLETION MEETING MARCH 30, 2010

Name	Agency	Phone Number	E-mail
LLOYD SUTTON	Town of Pompey	607-1170	zsung@townofpompey.com
Victoria Riefied	Town of Clay	652-3805	vrieffied@townofclay.org
JOE RINGFRIED	Onondaga County C.M.	435-2525	JRingfried@onco.nyc.gov
DAVID W. TESSIER	TOWN OF MANLIUS	637 8619	dtessier@townofmanlius.org
John M. Antczak	City of Syr.	382-8821	jantczak@ci.syracuse.ny.us
Melanie Vilard	Town of Fabius Village of Fabius	436-8305	mvilard@townofvillageofvillagesoffabius.com



**ONONDAGA COUNTY, NEW YORK
MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN**

**STEERING COMMITTEE MEETING March 30, 2010
MINUTES**

Attendees:

Bernard English –Town of Salina
Jason Perkins – Town of Salina
Claude Sykes – Town of Van Buren
Fred Wilmer – Village of N. Syracuse
Michael Mcunter – Village of Camillus
Anne Clancy – Village of Camillus
Robert Herrmann, Jr. – Town of Elbridge/Village of Jordan/Village of Elbridge
Bob Lotkowitz – Village of Skaneateles
Paul Salvator Mercurio – Syracuse DPW
Ken Liegerman – Spafford
Ron Russell – Village of Syracuse
James Crow – Village of Fayetteville
Brian Maxwell – Town of DeWitt
Lloyd Sutton – Town of Pompey
Victoria Rinefierd – Town of Clay
Joe Rinefierd – Onondaga County E.M.
David W. Tessier – Town of Manlius
John M. Autezak – City of Syracuse
Melanie Vilad – Town of Fabius

Jonathan Raser presented a Power Point Presentation summarizing the planning process, the approval requirements, and the plan maintenance and implementation expectations:

What is Hazard Mitigation?
Why are we Preparing a Hazard Mitigation Plan?
Planning Process Steps
Where are we now?
Plan Document and Availability
Secure Team Shared Site
What Happens after Plan Submission?
How Can We Assure Approval?
What Happens After FEMA Approval?
Plan Implementation
Plan Review and Update