

MEETING SUMMARY

Date of Meeting: April 22,2009
Subject: 4th Steering Committee (SC) meeting
Project Name: Contra Costa County Hazard Mitigation Plan –Update
In Attendance: Steering Committee: Richard Brown, Jim Bonato, Tim McGallian, Susan Roseberry, Walter Nobrega, Shari Deutsch, Steven Spedowfski, Rich Lierly, Jim Parrott, Greg Gilbert, Greg Harman
 Planning Partners: Linda Weeks, Rod Wui, Mike Picard, John Hild
Planning Team-Rob Flaner
Not Present: Tim Galli, Tracy Johnson, teddy Terstegge
Summary Prepared by: Rob Flaner- April 27, 2009
Project No.: 135-23736-08-090
Quorum- Yes or No Yes

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Welcome and Introductions

- Jim Parrott opened the meeting with brief group introduction.
- Round table introductions by all in attendance.
- Agenda was reviewed and approved.
- Minutes from last meeting were reviewed and approved.
- Rob informed the SC that we are now officially a partnership of 37. The City of Richmond and Rodeo-Hercules FD have submitted their letters of intent to participate. The opportunity to join this partnership is now officially closed. No new planning partners will be included from here on out.
- Rob discussed with the Committee the need to keep track of “non-meeting” hours to be tracked and applied to the local match for the grant. SC members will be asked to provide a verbal reconciliation of non-meeting hours prior to each SC meeting.
- Susan Roseberry provided an overview of the website. The Hazard mitigation website is now operational and can be viewed on the County web page at: <http://www.co.contra-costa.ca.us/>
 The link to the plan information can be found on the home page under “News Flash”. The FAQ’s have been posted as well as the PowerPoint on the plan and links to SC meeting minutes. The page will be updated throughout the plan development process.

Item**Action****Risk Assessment Update**

A Risk assessment status report was prepared by Ed Whitford, the HAZUS lead, providing the SC with an overview of where we are at in the development of the Risk Assessment. The content of this report is as follows:

Tetra Tech is finalizing Countywide Inventory updates, currently incorporating County Assessor data into HAZUS General Building Stock (GBS). All level 2 inventory updates should be completed by the end of April. Tetra Tech has developed a county-wide digital elevation model (DEM) using Contra Costa County 2008 Ortho Imagery Project LiDAR data. This high accuracy DEM will be used to develop losses for flood and dam failure. Critical Facilities are in the process of being defined. Once critical facilities are defined by the SC, those facilities can be identified in the HAZUS model, and the risk assessments for flood and earthquake can be run. Additional hazard data that needs to be collected includes wildfire and landslide. Updated wildfire maps have been created at the state level and should be available. Tetra Tech will download best available landslide data for Contra Costa.

Critical Facilities

The planning team crafted a definition of critical facilities based on feedback provided by the SC. That definition was reviewed, and some minor changes were recommended. A vote was taken, and the definition was approved as amended. The official definition of critical facilities for the plan will be as follows:

Any facility, whether publicly or privately owned, which includes infrastructure that is vital to the (Contra Costa County) planning area's ability to provide essential services and protect life and property. Damage to such infrastructure that may cause a short or long-term loss of a critical facility would likely result in a severe economic, health and welfare, life-sustainment or other catastrophic impact. "Critical Facilities" can be segregated into 3 categories:

- 1) Those facilities that are essential to the ability to respond, to mitigate and recover from the impacts of natural hazards***
- 2) Those facilities that need early warning to enable them to prepare for and respond to the impacts of natural hazards,***
- 3) Those facilities that by the nature of their operations, produce, manufacture, and/or store create an exposure to secondary hazards of concern.***

Under the Contra Costa County hazard mitigation plan (CCCHMP) definition, critical facilities include but are not limited to the following:

- Police stations, fire stations, city/county government facilities (including those that house critical Information Technology and Communication infrastructure), vehicle and equipment storage facilities, and emergency operations centers needed for disaster response before, during, and after hazard events***
- Public and private utilities and infrastructure vital to maintaining or***

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restoring normal services to areas damaged by hazard events. These facilities include but are not limited to:

- *Public and private water supply infrastructure, Water and Wastewater treatment facilities and infrastructure, Potable water pumping, flow regulation, distribution and storage facilities and infrastructure.*
- *Public and private power generation (electrical and non-electrical), regulation and distribution facilities and infrastructure.*
- *data and server communication facilities,*
- *Structures that manage or limit the impacts of natural hazards such as regional flood conveyance systems, potable water trunk main interconnect systems and redundant pipes crossing fault lines and reservoirs*
- *Major road, rail and transit systems including bridges, airports marine terminal and maintenance facilities*
- *Educational facilities, including K-12 and Community College District.*
- *Community gathering places, such as libraries, community centers, senior centers, veterans halls, and the County fairground*
- *Hospitals, nursing homes, and housing likely to contain occupants who may not be sufficiently mobile to avoid death or injury during a hazard event*
- *Structures or facilities that produce, use, or store highly volatile, flammable, explosive, toxic, and/or water-reactive materials.*

Mission Statement

At the last meeting, the SC discussed the identification of a guiding principal or mission statement for the plan. The committee reviewed a list of example statements. The planning team was asked to craft a statement based on the SC feedback. The following statement was approved by the SC as the mission statement for the plan:

- *To reduce the vulnerability from natural hazards within the operational area in a cost-effective manner, within the capabilities of the partnership.*

Public Outreach-Questionnaire

Under this segment of the meeting, Rob discussed possible ways to involve the public in the early phase of the plan’s development. A good way to do this is the use of a questionnaire. This medium can provide quantifiable feedback to the SC, and provides easy documentation of public involvement for inclusion in the plan. The SC was provided an example questionnaire utilized in another County-wide,

SC to review example questionnaire and provide feedback to Rob by Friday, May 8th. Rob will draft a sample questionnaire for the SC’s

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<p>multi-jurisdictional planning effort in CA.</p> <ul style="list-style-type: none"> The SC confirmed that they did want to utilize a questionnaire under this phase of the public involvement strategy. The SC was tasked with reviewing the example provided to them and providing their feedback for changes and/or enhancements to the planning team within 2 weeks. Methods of dissemination were discussed. It was asked if blank questionnaire could be created that a planning partner could print and disseminate with their logo. with their logo, It was rob's suggestion that the SC focus on identifying the content of the questionnaire first and identifying how many will be needed before deciding on method of dissemination. It is anticipated that this question will be disseminated via multiple means. The questionnaire will be web deployed in addition to traditional methods of dissemination. Therefore it will be important to time press releases with the availability of the questionnaire on-line. 	<p>approval at the next meeting.</p>

Public Outreach-Public Meetings

Under this segment, Rob discussed the public meeting portion of the outreach strategy. Early public meetings provide a good opportunity gauge the public's perception of risk by sharing with them the findings of the risk assessment. This provides the public an opportunity to validate the risk assessment and provide the SC and planning team feedback on their support of hazard mitigation alternatives. Rob informed the SC the open house format meetings have proven to be more effective than standard format public meetings. The open house format provides better opportunities for one on one contact, and can provide more flexibility for the potential attendee. The following points were discussed during this session:

- The SC supported the idea of scheduled open houses. However, it is quite evident that there are many additional opportunities to engage the public within the county such as; Emergency preparedness fairs, Farmers markets and other public forums.
- These other forums would provide opportunities for dissemination of the questionnaire.
- The SC was in favor of granting flexibility to the partnership to utilize these alternative forums to supplement the scheduled process sponsored by the planning team.
- Timing will be crucial and must be coordinated with the availability of the questionnaire.
- Rob tentatively identified the time frame of mid-may through August as the targeted timeframe to implement this phase of the public involvement strategy.

The Meeting was adjourned by Chairman Parrott at 3:00 PM

Item**Action**

The next meeting date is on:

Tuesday, May 19, 2009

1:00 to 3:00PM

Contra Costa County Office of Emergency Services

50 Glacier Dr.

Martinez, CA 94553

Meeting location will be confirmed via e-mail