

**ADAMS COUNTY HAZARD MITIGATION PLAN**  
**PLANNING COMMITTEE MEETING #3**  
**MINUTES**

Date: Thursday, November 7, 2019  
Time: 2:00 p.m.  
Duration: 90 minutes  
Location: Adams County Emergency Services  
200 Greenamyer Lane  
Gettysburg, PA, 17325

The Adams County Planning Committee met for the fourth time on Thursday, November 7, 2019. To begin, the consultant gave the committee an update on the public survey and draft review process. The committee previously received draft hazard profiles by email. There is now a Google Drive set up to allow committee members to review drafts and provide comments.

The first agenda item was to review and finalize the plan goals generated in previous meetings. The committee opted to expand Goal 4. The approved goals are as follows.

1. Reduce potential injury/death and damage to existing community assets and critical infrastructure (i.e., bridges, water, sewer, natural gas, electricity, communications, etc.) from all hazards that could impact the county.
2. Realize hazard mitigation opportunities through stormwater management and source water protection initiatives.
3. Promote disaster resilience in future development through code enforcement.
4. Reduce losses by facilitating a more efficient response to identified hazards.

The next agenda item was to develop objectives and countywide mitigation projects that align with the stated goals. The consultant gave the committee an overview of the structure of goals, objectives, and projects. After the discussion, committee members formulated the following general objectives.

1. Facilitate communication prior to a hazard event by increasing the number of residents receiving emergency notifications.
2. Modernize the communication system used for emergency notifications.
3. Promote education and awareness activities within Adams County.

4. Update municipal floodplain ordinances with recently-updated FEMA flood maps.
5. Identify an Emergency Management Coordinator (EMC) to represent each municipality in Adams County.
6. Ensure that each EMC has appropriate training for their position.

Objectives serve as ways to categorize projects under the four overarching goals. Committee members identified the need to make the objectives measurable, and the consultant agreed with this need, referencing the SMART acronym (**S**imple, **M**easurable, **A**chievable, **R**ealistic, **T**imely) so often associated with objectives. As such, the consultant revised the objectives per SMART categories and assigned the general objectives to goals as follows.

<b>2019 Mitigation Goals and Objectives<sup>1</sup></b>	
<i>Goal 1</i>	<i>Reduce potential injury/death and damage to existing community assets and critical infrastructure (i.e., bridges, water, sewer, natural gas, electricity, communications, etc.) from all hazards that could impact the county.</i>
Objective 1A	Educate citizens annually about the hazard risks they face and personal/household mitigation strategies.
Objective 1B	Modernize the communications system used for emergency communications through training and technological upgrades.
<i>Goal 2</i>	<i>Realize hazard mitigation opportunities through stormwater management and source water protection initiatives.</i>
Objective 2A	Educate stakeholders (e.g., local officials and citizens) annually about the importance of stormwater management and source water protection and their links to hazard mitigation and risk reduction.
<i>Goal 3</i>	<i>Promote disaster resilience in future development through code enforcement.</i>
Objective 3A	Educate citizens annually on compliance with applicable local codes and ordinances.
Objective 3B	Update municipal floodplain ordinances within six months of official updates to flood insurance rate maps (FIRMs).
<i>Goal 4</i>	<i>Reduce losses by facilitating a more efficient response to identified hazards.</i>
Objective 4A	Identify an emergency management coordinator (EMC) to represent all 34 municipalities in Adams County.
Objective 4B	Ensure that 100% of the designated EMCs in Adams County have achieved a minimum baseline of training.
Objective 4C	Facilitate communication prior to a hazard event by increasing the number of residents receiving emergency notifications by 10%.

To facilitate conversation regarding projects, the consultant asked committee members, particularly municipal representatives, to spend time before the next meeting to recall projects their community has completed in recent years or plans to implement within the next few years.

The final agenda item was to introduce project prioritization criteria. The consultant provided the committee with a list of criteria that have been used successfully in past hazard

<sup>1</sup> NOTE: This list is not final.

mitigation plan updates and align with FEMA guidelines. Using a worksheet, each committee member ranked the criteria on a scale from one to ten, with one being the highest priority.

Following the meeting, the consultant used the completed worksheets to calculate the average score for each criterion. The criterion with an average score closest to one ranks as the highest priority and the criterion with the average score closest to ten ranks as the lowest priority.

PRIORITIZATION WORKSHEET RESULTS																	
Criteria	Committee Member Rankings																Average Score
	CM1	CM2	CM3	CM4	CM5	CM6	CM7	CM8	CM9	CM10	CM11	CM12	CM13	CM14	CM15	CM16	
1	1	7	4	9	7	3	4	1	6	10	3	4	8	4	5	1	4.8125
2	4	2	6	1	3	1	3	6	1	5	1	3	1	9	1	2	3.0625
3	6	3	5	5	2	4	1	2	8	2	2	1	9	1	2	10	3.9375
4	8	9	1	6	10	8	10	3	4	9	9	8	4	6	3	7	6.5625
5	7	4	10	3	4	5	2	4	9	6	7	7	3	5	9	3	5.5
6	5	10	9	4	8	6	9	7	3	1	10	5	2	7	4	8	6.125
7	9	8	8	10	5	7	6	5	10	8	8	9	10	10	10	9	8.25
8	10	6	7	7	6	9	5	10	5	7	5	6	6	8	8	5	6.875
9	2	5	3	8	9	2	4	9	7	4	6	10	7	3	7	6	5.75
10	3	1	2	2	1	10	7	8	2	3	4	2	5	2	5	4	3.8125

The following are the resultant criteria, listed in order of priority, with the highest priority criterion listed first.

2. The project aims to protect “functional and access needs” populations
10. The project promotes the modernization and efficiency of information flow
3. The project attempts to reduce the negative impacts of frequent and severe hazards
1. The project addresses more than one hazard at once
5. The project protects the environment
9. The project promotes partnerships within the county
6. The project is easily paid for with local funds or attainable grants
4. The project is easy to implement (most of the population agrees with the project, and it doesn’t have negative political ramifications)
8. The project directly aligns with one or more of the goals set by the committee
7. The project is already scheduled to start or is in process

Attachments:

1. Previous Mitigation Projects Matrix

*This MS Excel matrix lists the projects that appeared in the previous version of the Adams County mitigation plan. Municipal representatives can find the projects that apply to them by identifying the projects beside which an "X" appears in the column labeled by their jurisdiction's name.*

2. Project Examples

*This attachment lists sample mitigation projects, and JHC derived it from existing DHS/FEMA guidance. Municipal representatives do not have to select projects from these samples; this attachment serves as a resource if municipal representatives are having trouble visualizing applicable projects.*

3. Mitigation Projects Worksheet

*Municipal representatives can use this worksheet to document new mitigation projects for the consultant team as well as to identify any efforts the municipality recently completed or is currently undertaking that could contribute to risk reduction and hazard mitigation.*