

DeKalb County Hazards Mitigation Committee

Meeting Notes: November 14, 2006

The meeting began at 11:05 a.m. in the DeKalb County Gathertorium. Haley Murray of DeKalb County welcomed everyone. 37 people were present.

1. Introductions: Haley introduced Molly O'Toole of Molly O'Toole & Associates, Ltd. who is serving as the County's planning consultant. Molly welcomed everyone, too. Each person introduced him or herself. They were asked to be sure to sign in. Some communities had more than one person present. The municipalities, agencies and organizations that signed in were:

County Departments:	Townships:	Education:
GIS	Sycamore	NIU Dept. of Geography
Health	Kingston	NIU Police Dept.
Planning & Zoning	Squaw Grove	Kishwaukee College
Community Services	Shabbona	Stakeholders:
Highway		American Red Cross
ESDA		
Soil & Water Conservation		
County Board		
Municipalities:		
City of DeKalb		
Village of Somonauk	Fire Protection Districts:	Others:
Village of Waterman	City of Sycamore	O'Toole & Assoc., Ltd.
Village of Kirkland	City of DeKalb	TAILS Humane Society
City of Sycamore		National Weather Service
Town of Cortland		
Village of Hinckley		
Village of Malta		

2. DeKalb County Natural Hazard Mitigation Plan: Molly led the discussion of the project background and the scope of the plan, which will focus on natural hazards. A grant was provided to DeKalb County by the Illinois Emergency Management Agency (IEMA) for the preparation of the plan. The County will provide a 25 percent match to the IEMA grant.

Molly noted that the most important reasons for doing the plan are to meet funding requirements and to improve our communities. The DeKalb County Natural Hazard Mitigation Plan will be a countywide plan (multi-jurisdictional), and will meeting the planning requirements for the:

- Federal Emergency Management Agency's (FEMA) Disaster Mitigation Act of 2000 (DMA 2000)
 - Hazard Mitigation Grant Program (HMGP)
 - Pre-disaster Mitigation Grant Program (PDM)

- FEMA’s Flood Mitigation Assistance Grant Program (FMA)
- FEMA’s Community Rating System (CRS)
- U.S. Army Corps of Engineers

Molly reviewed the ten planning step that the Committee will follow. A copy of the ten planning steps was provided to the attendees.

3. Planning step 1 – Organize: Molly led the discussion of how the Committee will work. It will be composed of representatives from County departments, municipalities that pass a resolution to participate, township, colleges, interested state and federal agencies, and stakeholder groups that want to participate. Molly noted that she would like to make use of e-mail as best we can to send out agenda, meeting notes, and so forth. At the January meeting Committee members will be given 3-ring binder to insert draft chapters. Also, the Committee’s efforts will be posted on the County’s website.

The duties of the members will be to:

- Report progress to their organizations, city councils, fellow staff, etc.,
- Talk to neighbors and others interested in hazard mitigation,
- Report back to the Committee on their constituencies’ concerns,
- Help collect information on the hazards and local mitigation activities,
- Set the plan’s goals and directions,
- Review and comment on draft chapters of the plan, and
- Make sure the plan’s recommendations are feasible.

The consultant’s role is to do the legwork and research, prepare drafts of plan sections, and revise them based on the Committee’s directions. Several County departments will provide support, especially by providing provide data and maps.

The location and schedule of Committee meetings was provided to the attendees. The objective is to meet on the third Tuesday of each month. As the plan progresses, if fewer meetings are required, the Committee will adjust the schedule accordingly.

Molly reviewed the intent of a countywide plan. She noted that FEMA regulations required four things from municipalities in order for the plan to qualify as a “multi-jurisdictional” plan:

- The municipality must “participate,” i.e., attend all Committee meetings,
- The plan must assess each community’s risks,
- There must be action items specific to the community, and
- The municipality must adopt the plan.

Resolutions for participation should be passed by village boards and city councils by the next meeting and a copy given to Molly or Haley. Not only does it formalize the community’s participation on the Committee, it will help with credit under the Community Rating System.

The planning effort needs one point of contact, but more attendees are welcome. In fact, alternates are encouraged to attend based on the meeting topics (e.g., it is hoped that building

officials and planners will come to the session on codes and regulations, even if they are not the official representative).

3. Planning step 2 – Public involvement: Molly reviewed the four efforts that the Committee and the County will make to encourage involvement and input by members of the public:

- Press releases, one of which had been issued this week
- The County’s website, further into the process
- A public meeting to receive comments on the draft plan
- Contact with Committee members and their organizations

5. Planning step 3 – Agency and organization coordination: For the hazard assessment portions of the plan, Molly will do a lot of the coordination with state and federal agencies. These agencies, again, will be welcome at all of the Committee meetings.

6. Planning steps 4 and 5 – Hazard assessment and problem evaluation: Molly stressed that the hazard assessment portion of the plan is one of the more important steps that FEMA is looking for. FEMA wants the communities to fully understand the hazards that could affect them and the risks to people and property that they may face. Molly has started collecting information on hazards, and will continue to collect information, using the following data sources:

- Existing plans and studies
- Emergency management records
- Records from past events
- Input from Committee members

Two forms, the “**Hazard Data Collection Form**” and the “**Mitigation Measures Form,**” were handed with the agenda packet. Molly requested that everyone make copies and complete the Hazard Data Collection Form each event that they recall. Molly also reviewed a draft letter that municipalities need to send to FEMA requesting flood insurance data, and a draft letter to ISO requesting BCEGS ratings.

The Municipal Mitigation Measures form requests information on local mitigation activities that a community is already doing. Needed with the Mitigation Measures Form, will be copies of applicable ordinances and maps. Molly recommended tearing apart the packet and giving each page to the appropriate person in each community. The question was asked if manmade hazards will be included in the plan. Molly said to the FEMA grant is for natural hazards but the plan can include manmade hazards. Since manmade hazards can be wide ranging, it is practical to include manmade hazards to the extent that they might result or be brought about by a natural hazard. The Committee can discuss this further as the plan moves along.

All forms will be due on January 9th. All forms and letters can be provided electronically to Committee members. Call or e-mail Haley if you need them.

After the lunch break, Molly review the planning steps that follow the problem evaluation, including mitigation activities, conclusions and recommendations, the development of the action plan, plan adoption. and plan maintenance.

7. Assignments for next meeting: The following activities are requested of Committee members by January 9, 2007:

- Municipalities: Pass resolution and provide a copy to Molly or Haley.
- All: Complete the “Hazard Data Collection Form” and “Mitigation Measures Form” to Molly or Haley.
- All: Publicize the Committee’s activities locally and ask for input

8, Next meeting: January 9, 2007

8. Adjourn: The meeting was adjourned at 1:00.