



Purpose of Meeting: Planning Partnership Meeting #1

Location of Meeting: Microsoft Teams

Date/Time of Meeting: May 5, 2021 | 10:00 am – 11:00 am

- Attendees:**
- | | |
|--|--|
| <input checked="" type="checkbox"/> Gloucester County | <input checked="" type="checkbox"/> Pitman (B) |
| <input checked="" type="checkbox"/> Clayton (B) | <input checked="" type="checkbox"/> South Harrison (Twp) |
| <input checked="" type="checkbox"/> Deptford (Twp) | <input type="checkbox"/> Swedesboro (B) |
| <input checked="" type="checkbox"/> East Greenwich (Twp) | <input checked="" type="checkbox"/> Washington (Twp) |
| <input checked="" type="checkbox"/> Elk (Twp) | <input checked="" type="checkbox"/> Wenonah (B) |
| <input checked="" type="checkbox"/> Franklin (Twp) | <input checked="" type="checkbox"/> West Deptford (Twp) |
| <input checked="" type="checkbox"/> Glassboro (B) | <input checked="" type="checkbox"/> Westville (B) |
| <input checked="" type="checkbox"/> Greenwich (Twp) | <input checked="" type="checkbox"/> Woodbury (C) |
| <input checked="" type="checkbox"/> Harrison (Twp) | <input checked="" type="checkbox"/> Woodbury Heights (B) |
| <input checked="" type="checkbox"/> Logan (Twp) | <input checked="" type="checkbox"/> Woolwich (Twp) |
| <input checked="" type="checkbox"/> Mantua (Twp) | <input type="checkbox"/> Rowan University |
| <input checked="" type="checkbox"/> Monroe (Twp) | <input checked="" type="checkbox"/> NJOEM |
| <input checked="" type="checkbox"/> National Park (B) | <input checked="" type="checkbox"/> Tetra Tech |
| <input type="checkbox"/> Newfield (B) | <input type="checkbox"/> Other |
| <input type="checkbox"/> Paulsboro (B) | |

Agenda Summary: The purpose of the meeting is to provide the Planning Partnership with an overview of the planning process, discuss the main phases of updating the Hazard Mitigation Plan, what the municipality's role is in the process, and discuss upcoming meetings and key milestones.

Item No.	Description	Action By:
1.	Welcome and Introductions <ul style="list-style-type: none"> Tetra Tech (Tt) welcomed everyone and made team introductions. 	None
2.	In-Kind Services Tracking <ul style="list-style-type: none"> Tt explained the importance of keeping track of time spent working on the HMP. The County is using a FEMA grant to update the plan which requires a 25% in-kind match. Tt developed a tracker for participants to use to help keep track of their time. In addition to participants keeping track, Tt will maintain an excel workbook as well. 	Tt to email tracker to Planning Partnership
3.	Benefits of Hazard Mitigation and Overview <ul style="list-style-type: none"> Tt provided an overview of hazard mitigation and why the County and municipalities need to update every five years. By participating in the HMP process, the County and municipalities remain eligible for FEMA pre-disaster and post-disaster and HMGP funding. Tt showed the recent FEMA declarations and reported hazard events from NOAA-NCEI. Tt explained that the planning process is on an expedited schedule due to the expiration date of the plan and the next opportunity to apply for FEMA FMA and BRIC funds. Tt is proposing to submit the draft plan to NJOEM by September/October 2021 and have FEMA approval by December 2021/January 2022. However, in order to meet this schedule, we need the support and commitment from the Planning Partnership. 	None
4.	Project Organization <ul style="list-style-type: none"> Core Planning Team is Tetra Tech and County OEM Tetra Tech discussed the organization of the of the Planning Partnership and its role in the planning process 	None





	<ul style="list-style-type: none"> Steering Committee consists of the County and stakeholders- will review plan Stakeholders, general public will provide input 	
5.	<p>Planning Partnership Roles and Responsibilities</p> <ul style="list-style-type: none"> Municipalities are encouraged to actively participate- participation means remaining eligible Partners should attend meetings, send data timely, support public outreach, and facilitate the adoption process Assemble mitigation team- NFIP, building code official, engineer, mayor, etc. A Tetra Tech team member is assigned to each municipal to help them throughout the planning process. 	Tt will follow-up with each municipality to provide them with annex worksheets; municipalities to return LOIPs as soon as possible
6.	<p>Public and Stakeholder Outreach</p> <ul style="list-style-type: none"> Outreach is a big component to the HMP process. In order to be successful in outreach, the help of the Steering Committee and Planning Partnership is needed. Tt developed a website just for the HMP (https://www.gloucestercountynjhmp2021.com/) to post meeting dates, meeting materials, and drafts of the HMP. As outreach is conducted, Tt asked the Planning Partnership to send screen shots, meeting agendas, etc. so that information can be incorporated into the HMP. 	Tt to provide tracking tool to keep track of HMP outreach conducted; Tt to provide social media graphics and text; Tt to send link to HMP website
7.	<p>Hazards of Concern Identification</p> <ul style="list-style-type: none"> Tt presented a list of suggested hazards of concern identified by the Steering Committee. The list presented aligns with the current New Jersey State HMP and surrounding counties. These hazards will be profiled in the plan and municipalities. 	None
9.	<p>Critical Facilities and Lifelines</p> <ul style="list-style-type: none"> Tt presented the list of critical facility types we have received from the County. The Planning Partnership will be asked to review the list and provide edits or additions as needed. 	Tt to provide list of critical facilities to review, revise, and indicate whether or not they are considered lifelines
10.	<p>Schedule</p> <ul style="list-style-type: none"> Tt discussed the schedule of the planning process. 	Tt to provide a list of upcoming meetings
11.	<p>Questions/Wrap-Up</p>	None