



MEETING MINUTES

Date/Time of Meeting: Thursday – January 12, 2017

Location: 255 Glacier Drive, Martinez, California

Subject: Steering Committee No.3

Project Name: Contra Costa County Multi-Jurisdiction Hazard Mitigation Plan

In Attendance (See Attachment): **Attendees:** Larry Fong, Betsy Burkhart, Chris Lau, Christina Kiefer, Steven Spedowski, Will Nelson, Jeff Hebel, Shari Deutsch, Michael Bond, Libby Montes-Nation, Marcelle Indelicato

Planning Team: Rob Flaner, Jessica Cerutti

Summary Prepared by: Jessica Cerutti – 1/16/17

Quorum – Yes or No yes

Item	Action
<u>Welcome and Introductions, Review Agenda</u>	
<ul style="list-style-type: none"> Mr. Rob Flaner opened the meeting and facilitated group introductions. Distributed handouts included: Agenda; meeting #2 minutes, Earthquake Maps, Previous Contra Costa Survey; Previous Plan Mission Statement, Goals, and Objectives; critical facilities definition The agenda was reviewed and no modifications were made. The meeting minutes were approved with no changes. 	
<u>Planning Partner Update</u>	
<p>Jessica Cerutti provided a brief overview of partner activities to date. She noted that the planning partners who previously participated will have the information from their previous annex carried over into the new annex template for review and update. The purpose of this carry over is to minimize the burden on previous planning partners who spent a considerable amount of time populating their annex during the previous initiative. For those partner new to the process, a blank annex template and instructional document will be provided.</p>	
<p>All partners will receive their annex for development in three phases. Phase 1 covers the jurisdictional profile, phase 2 covers the capability assessment, and phase 3 covers the risk ranking and mitigation actions.</p>	
<p>The SC agreed that an announcement should be made notifying the partnership that preliminary action for annex development have commenced. Rob Flaner noted that the SC would send out a bulletin</p>	<p>Tetra Tech to develop the partnership bulletin. County OES to distribute the bulletin to the planning partnership in conjunction with an invitation to attend the February SC meeting.</p>



Meeting Minutes

Item	Action
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providing background information on the planning process for the partnership. Marcelle Indelicato recommended inviting the partnership to the next meeting and Will Nelson confirmed a larger location for holding the next meeting to accommodate partnership. The next SC meeting will be held at 30Muir Road on February 9.

Plan Review

The SC reviewed the revised mission, goals, and objectives. The SC agreed to change the wording of a few objectives to better capture the intent behind them. The following edits were made to the objectives:

- Objective 7: Encourage all development meets applicable standards for life safety
- Objective 9: Promote development and use of floodplain management best practices through programs like CRS.
- Take out the use of “natural in all objectives since the plan will cover non-natural hazards as well.
- Take out extraneous brackets and parentheses.

Tetra Tech to revise the mission/goals/objectives list per the SC discussion.

Next Rob Flaner continued the hazards discussion from the previous SC meeting. He noted that the SC agreed on the hazards to be addressed, however some scenario selection remains outstanding. He drew attention to the information and email provided by risk assessment lead, Carol Baumann which noted that multiple options for sea level rise assessment do not include data beyond Bay Point. The SC agreed that whatever data is selected must extend beyond Bay Point. As such, the Adapting to Rising Tides data was selected as the best available data.

Mr. Flaner next drew attention to the earthquake maps which provided a visual representation of multiple earthquake scenarios. Based on these maps, he recommended skipping a San Andreas assessment based on the overall lack of impact to the County. The SC agreed, and upon discussion, confirmed the following scenarios for earthquake:

- Hayward Fault (Hay-wired Scenario)
- Concord-Green Valley
- Calaveras

Next, Mr. Flaner discussed the critical facilities definition. He noted that the critical facilities handout contained two definitions. The first was the



Meeting Minutes

Item	Action
<p>previous plan definition and the second was the Homeland Security definition. Ms. Indelicato noted that one of the benefits to using the Homeland Security definition includes carry-over and integration with response and preparedness plans. Adding to Ms. Indelicato's comment, Ms. Cerutti reminded the SC that integration with other planning mechanisms, such as preparedness and response plans, is a requirement of the planning process. The SC noted that some items listed on the Homeland Security definition do not include items such as educational facilities, stormwater management, or flood control. Libby Montes-Nation noted that the SC could not change the definition and still refer to the definition as the Homeland Security definition. Mr. Flaner recommended revising the definition to suite the plan's needs and the SC agreed to rename the definition as the Contra Costa Critical Facilities Definition. The SC agreed to review the current and Homeland Security definition in more detail to identify any additional sectors that should be covered.</p>	<p>SC to review Homeland Security definition and identify any additional sectors for coverage under the plan.</p> <p>SC to discuss and confirm critical facilities definition at the February meeting.</p>

Public Involvement Strategy

Ms. Cerutti drew attention to the previous public survey. She stated that there were two options for developing the public survey. The first was to update the previous Contra Costa survey, generally leaving the survey length and general question intact. The second option was to streamline the survey to capture the most relevant data. Ms. Indelicato opted to streamline the survey, and the SC agreed. Ms. Cerutti said that she would send a customized, streamlined survey for the SC to review and comment upon prior to the February meeting. Any comments received before February 9 will be included in the survey. The SC will confirm the survey during the next SC meeting.

Tetra Tech to send out revised, streamlined survey for SC review and comment.

The discussion on public meeting venues was tabled until the next SC meeting.

Action Items for Next Meeting

Action items identified for the next meeting include the following:

- Confirm critical facilities definition
- Confirm public survey
- Discuss public meeting venues
- Update on the risk assessment



Meeting Minutes
