

APPENDIX D
MEETING MINUTES

July 24th 2007- KICK OFF MEETING SUMMARY -- MEETING 1

AGENDA ITEM	REPORT/DISCUSSION	FOLLOW UP
ADAMS COUNTY ALL HAZARDS MITIGATION PLAN	Attendees: Karen Sapp, David Lynch, Kari Mackenbach, West Union Mayor, Health Department Guy.	Need representation from Winchester, Seaman, Cherry Fork, Peebles and Rome. Manchester was not in attendance but they already have an approved Mitigation Plan.
INTRODUCTIONS	URS staff introduced themselves. Kari Mackenbach will be the Project Manager and she will be helping to lead the process of creating an All Natural Hazards Mitigation Plan.	
OVERVIEW OF THE MITIGATION PLANNING PROCESS	<p>Kari Mackenbach gave an overview of the mitigation planning process and the purpose of the plan. The overall purpose of a mitigation plan.</p> <ul style="list-style-type: none"> • Protect lives, property, economic viability and quality of life • Disaster Resistant • Compliment existing efforts • Organize for future mitigation efforts 	
CORE GROUP RESPONSIBILITIES	<p>Attend 3-4 meetings</p> <p>Exchange and share information with the rest of the Core Group individuals and share any and all information that you or your agency has that may compliment the All Natural Hazard Plan.</p>	Kari Mackenbach and Karen Sapp will be following up with the Core Group members to gather information that would help in the effort of creating the All Hazard Plan
TASK DESCRIPTIONS	<p>A description of the tasks that will be followed for the All Hazard Mitigation Plan was presented briefly to the Core Group. Since numerous communities were not present at this first kick-off meeting the group felt that we would repeat the efforts discussed at this meeting and attempt to make a concerted effort to get representation at the next meeting scheduled for August 21st, 2007</p>	David Lynch, Floodplain Administrator for Adams County and Karen Sapp, Director of the Adams County EMA will be making personal phone calls to some of the municipalities to

		express how critical it is for them to attend the next Core Group Meeting.
TASK 1: HAZARDS THAT POTENTIALLY AFFECT ADAMS COUNTY	<p>The Core Group discussed hazards that they may want to address as part of the All Hazard Mitigation Planning Process. This was based on information that Kari provided at the first meeting.</p> <p>Potential Hazards</p> <ol style="list-style-type: none"> 1. Flooding <ol style="list-style-type: none"> a. Flash Flooding b. River Flooding c. Repetitive Loss Flooding d. Non-Flood Zone Flooding 2. Severe Storms <ol style="list-style-type: none"> a. Winter Storms b. Ice Storms c. Severe Cold d. Hail e. Thunderstorms 3. Tornadoes 4. Drought <ol style="list-style-type: none"> a. Fire Hazards b. Impact on water table c. Crop Damage 5. Earthquakes 6. Landslides 	The Core Group will discuss this list further at our next meeting to make sure all the stakeholders holders within Adams County have input in the process in relation to the type of hazard
ADJOURNMENT	<p>Establishment of the next Core Group Meeting</p> <p>August 21st @ 1:00pm pm at the Adams County Annex Conference Room. We will be covering Task 2 at the August meeting, which deals with the creation of problem statements.</p> <p>August 21st @ 1:00pm at the Adams County Annex Conference Room.</p>	The Core Group will be receiving information before the next meeting on the creation of Problem Statements and the Overall Goals of the plan.

August 21st 2007 - MEETING SUMMARY -- MEETING 2

AGENDA ITEM	REPORT/DISCUSSION	FOLLOW UP
ADAMS COUNTY ALL HAZARDS MITIGATION PLAN	Attendees: Adams County Health Department - Jason Work, Adams County Commissioner - Roger Rhonemus, OSU Extension - Robin Stephenson, West Union Village Administrator - Richard Potter, Adams County EMA Director - Karen Sapp and URS Corporation - Kari Mackenbach	Still need representation from Winchester, Seaman, Cherry Fork, Peebles and Rome. Survey has been developed in coordination with the Adams County EMA office and discussion will take place at our next meeting on September 18 th , 2007
INTRODUCTIONS	There were new folks in attendance at the last Mitigation Planning meeting. URS staff introduced themselves. Kari Mackenbach will be the Project Manager and she will be helping to lead the process of creating an All Natural Hazards Mitigation Plan.	
OVERVIEW OF THE MITIGATION PLANNING PROCESS	Kari Mackenbach gave an brief overview of the mitigation planning process and the purpose of the plan. The overall purpose of a mitigation plan. <ul style="list-style-type: none"> • Protect lives, property, economic viability and quality of life • Disaster Resistant • Compliment existing efforts • Organize for future mitigation efforts 	
CORE GROUP RESPONSIBILITIES	Attend 3-4 meetings Exchange and share information with the rest of the Core Group individuals and share any and all information that you or your agency has that may compliment the All Natural Hazard Plan.	This was our second meeting.
OVERALL GOAL STATEMENT	To develop a working document that fulfills the mandates of the Federal Disaster Mitigation Act of 2000, and satisfies the requirements of FEMA and the Ohio EMA, as well as meets the needs of all of Adams County. Further, by researching and planning for future natural hazards and implementing appropriate mitigation techniques, all of Adams County can	Approved by Core Group

	<p>save lives and protect property, reduce the cost of disasters and provide for a rapid and efficient recovery by coordinating response efforts, and increasing the educational awareness of natural hazard events and their effects on the people, property, and resources of all Adams County.”</p>	
<p>TASK 1: HAZARDS THAT POTENTIALLY AFFECT ADAMS COUNTY</p>	<p>The Core Group finalized the hazards that they want addressed as part of the All Hazard Mitigation Planning Process. This was based on information that Kari provided at the first meeting.</p> <p>Potential Hazards</p> <ol style="list-style-type: none"> 7. Flooding <ol style="list-style-type: none"> a. Flash Flooding b. River Flooding c. Repetitive Loss Flooding d. Non-Flood Zone Flooding 8. Severe Storms <ol style="list-style-type: none"> a. Winter Storms b. Ice Storms c. Severe Cold d. Hail e. Thunderstorms 9. Drought <ol style="list-style-type: none"> a. Fire Hazards b. Impact on water table c. Crop Damage 10. Tornadoes 11. Landslides 12. Earthquakes <p>Other Hazards that will be researched are:</p> <ul style="list-style-type: none"> • Karst Topography • Dams • Well field Dependency 	
<p>PROBLEM STATEMENTS</p>	<p>Please see the attached problem statements</p>	
<p>ADJOURNMENT</p>	<p>Establishment of the next Core Group Meeting</p>	

	<p>September 18, 2007 @ 1:00pm pm at the Adams County Annex Conference Room. We will be covering Task 4 at the September meeting, which deals with the creation of goals and objectives as it relates to the problem statements that were created previously.</p> <p>September 18, 2007 @ 1:00pm at the Adams County Annex Conference Room.</p>	
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September 18th, 2007 – Alternatives MEETING SUMMARY -- MEETING 3

AGENDA ITEM	REPORT/DISCUSSION	FOLLOW UP
ADAMS COUNTY ALL HAZARDS MITIGATION PLAN	Attendees: Adams County Health Department - Jason Work, OSU Extension - Robin Stephenson, West Union Village Administrator - Richard Potter, Adams County EMA Director - Karen Sapp and URS Corporation - Kari Mackenbach	Karen Sapp, EMA County Director is coordinating directly with Winchester, Seaman, Cherry Fork, Peebles and Rome as it relates to gathering their input. Survey has been developed in coordination with the Adams County EMA office and will be distributed to communities who can not attend the Core Group Meetings.
INTRODUCTIONS	Kari Mackenbach started the meeting by explaining over the process that the group was going through to come to the end result of an implementable Action Plan that Adams County could utilize regardless of whether they had a declared disaster or not. This meeting was to focus on the creation of implementable Alternatives that Adams County could consider to meet the needs of the problem statements that were created and approved of at our last meeting.	
OVERVIEW OF THE MITIGATION PLANNING PROCESS	Kari Mackenbach gave a brief overview of the mitigation planning process steps and where Adams County was as it relates to the process.	
CORE GROUP RESPONSIBILITIES	Attend 3-4 meetings Exchange and share information with the rest of the Core Group individuals and share any and all information that you or your agency has that may compliment the All Natural Hazard Plan.	This was our third meeting.
OVERALL GOAL	To develop a working document that fulfills the	Approved by Core

STATEMENT	<p>mandates of the Federal Disaster Mitigation Act of 2000, and satisfies the requirements of FEMA and the Ohio EMA, as well as meets the needs of all of Adams County. Further, by researching and planning for future natural hazards and implementing appropriate mitigation techniques, all of Adams County can save lives and protect property, reduce the cost of disasters and provide for a rapid and efficient recovery by coordinating response efforts, and increasing the educational awareness of natural hazard events and their effects on the people, property, and resources of all Adams County.”</p>	Group
EVALUATION CRITERIA	<p>The Core Group finalized the evaluation criteria that will be utilized as part of the matrices to help each Core Group member assess the alternatives decided upon by the group. The evaluation criteria selected is:</p> <p>Economically justifiable Technically feasible Socially equitable Environmentally sound Publicly Acceptable</p>	
ALTERNATIVES	Please see the attached Alternative Statements	