



### **DOCUMENTATION OF THE PLANNING PROCESS – CARROLL COUNTY** *Including the Villages of Carrollton, Dellroy, Leesville, Magnolia, Malvern, Minerva and Sherrodsville*

*As per requirement 44 CFR Part 201.6(c)(1): [The plan must document] the planning process used to develop the plan, including how it was prepared, who was involved in the process, and how the public was involved.*

#### **OVERVIEW**

At the direction of the Carroll County Emergency Management Agency (EMA), Carroll County and its municipalities have developed a Multi-Jurisdictional Hazard Mitigation Plan in an effort to indicate probable hazard risks, profile future hazard events, estimate damage and losses as a result of future hazard events, and advocate mitigative projects to reduce the effects of the identified hazards on the communities within the county. The plan aims to create safer, more disaster-resistant communities.

The EMA compiled a Hazard Mitigation Core Planning Committee (HMC), known as project stakeholders, to be responsible for the development and implementation of the plan. The committee included representatives from the villages and the emergency services organizations within the county (fire, police, etc.). Other organizations that were involved in the process were the Carroll County Local Emergency Planning Committee (LEPC), local health departments, and R.D. Zande & Associates, Inc.

HMC members consistently reported the actions of the project stakeholders back to the participating jurisdictions. As such, participating jurisdictions and the public were continually updated as to the status of the plan's preparation. Further, with respect to the development of an action plan, one (1) special HMC meeting and two (2) public review sessions were scheduled to discuss the formulation of the plan and ways in which the county could lessen its susceptibility to the identified hazards.

Feedback received from the HMC proved valuable in the development of the plan. Several comments were received that resulted in the reevaluation of the prioritization of risks that were included in the plan. Further, all governmental jurisdictions in Carroll County were polled in an effort to gather local opinion on prominent hazards and high-priority mitigative actions. As a result, the plan has been tailored to Carroll County's specific needs, and will prove to be a document county residents can feel ownership of and utilize to make educated decisions to reduce their vulnerability to hazards.



### **METHODOLOGY**

The risk assessment phase of the mitigation plan was completed using a variety of research techniques. Federal Emergency Management Agency (FEMA) GeoHazards and other Internet sites were searched for historical hazard event records. R.D. Zande & Associates, Inc. reviewed existing reports and plans that were on file with the county EMA and the participating jurisdictions to assist in the determination of hazard-susceptibility areas. Interviews and other discussions were conducted with numerous local officials, including first responders, regional planning staff, and other emergency services officials to ascertain the risks associated with particular hazards in specific areas of the county. After identifying the areas in which the hazards were most prominent, they were profiled and positioned into a base map of the county. This Geographic Information System (GIS)-based map contains several themes with information regarding the individual hazards. Within each of the denoted "hazard risk areas," assets (structures, utilities, etc.) were inventoried and loss estimates were calculated for each of the inventoried assets with respect to that particular hazard. The general public of Carroll County was further involved in the process as information was gathered from the county's assets to complete loss estimates. The county's contractor contacted representatives from each of these assets, explaining the process and collecting ideas.

Following the completion of the risk assessment, the HMC used information such as hazard profiles and loss estimates to formulate mitigation goals, objectives, and strategies. For this phase of the project, the HMC met separately to discuss baseline strategies. Such an action was reasoned most appropriate, as project stakeholders are individuals that deal with hazard events on a regular basis and will be directly affected by the implementation of the plan. Members of the HMC were notified of the meetings via memoranda and telephone correspondence from the Carroll County EMA. The stakeholders' ideas were used as a starting point for further planning steps.

The baseline mitigation strategies were presented to the public at the public review sessions to ensure fair participation from all sectors of the county. These meetings were not well attended. The meetings were publicized in the local newspaper and posted on the courthouse bulletin board.

In an effort to obtain greater public comment, the EMA's contractor provided HMC members with "Households Hazard Preparedness" questionnaires to distribute to members of the general public and civic and governmental organizations throughout the county.



These questionnaires allowed members of the general public to participate in the process without requiring speaking in front of a crowd. The questionnaires also were a convenient form of participation in terms of work schedules, etc. The Carroll County EMA received completed questionnaires for inclusion into the document. The comments listed on those questionnaires are included throughout the planning document, especially in the “Goals, Objectives, and Strategies” section.

### **FORMAL ADOPTION OF THE PLAN**

Governmental units in Carroll County worked cooperatively to complete this hazard mitigation plan through the HMC and with the help of the Carroll County EMA. To show each entity's dedication to completing this project, all entities adopted formal resolutions to implement the plan in their jurisdiction. Copies of the adopting documents were included in the plan.