

Plan Maintenance Process

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4.1 Overview

This Multi-Jurisdictional County Hazard Mitigation Plan is a prerequisite for receipt of Hazard Mitigation Assistance Grant Project Funds under the Disaster Mitigation Act of 2000 (DMA 2000). FEMA has established mitigation planning requirements for local jurisdictions to meet. Each plan must demonstrate that the proposed mitigation actions are the result of a thorough planning process that describes the inherent risk and the capabilities of Darke County and its communities. All incorporated municipalities participated in the current planning process and all municipalities adopted the previously approved 2006 Darke County Hazard Mitigation Plan.

It is anticipated over time through good planning efforts and coordination between State and County Emergency Management Agencies and communities that all mitigation plans will become more enhanced and refined. It is the intention of the Darke County Hazard Mitigation Planning Committee to support pre-disaster planning and project activities that can help reduce risk and mitigate future disaster costs for Darke County.

4.2 Monitoring The Plan

The Darke County Emergency Management under the direction of the Darke County Board of Commissioners shall monitor the Plan. The Darke County EMA shall at the end of each year collect and update reports from each coordinating organization indicating the status and progress on each action item or activities that occurred during the preceding year.

The Darke County EMA shall obtain information on each project activity as to whether the activity is completed, deleted, ongoing, or unchanged. If the activity is deleted or unchanged, the County EMA should report the reasoning as to why the action item was deleted or unchanged. The Darke County EMA shall also request consideration for new activities. This information will be requested from the coordinating organizations at the beginning of each year so that the Darke County EMA can prepare a report to be provided to the Darke County Hazard Mitigation Committee (DCHMC) and distributed to DCHMC members along with the yearly meeting agenda at the annual Hazard Mitigation Committee meeting to be held in February of each year.

The Darke County Hazard Mitigation Committee shall then utilize the report to assist in evaluating the Plan each year.

Table 4.2A

Plan Monitoring Schedule		
Timeline	Action	Responsible Party
December 31st	Year's activity reporting, cycle ends	Coordinating organizations
January 15th	Coordinating organizations' status reports due to Darke County EMA	Coordinating organizations
February 1st	Darke County EMA yearly reports due to Chairman of Darke County Hazard Mitigation Committee (DCHMC)	Darke County EMA
February 15th	Chairman of DCHMC distributes agenda and reports to DCHMC and stakeholders	Chairperson of DCHMC
Last week of February	DCHMC holds annual mitigation meeting	DCHMC
March 15th	Minutes of annual meeting distributed to DCHMC members and stakeholders	Chairperson and Secretary of DCHMC
April 15th	Plan amendments/updates shall be added to Plan	Darke County EMA

4.3 Evaluating The Plan

The Darke County Hazard Mitigation Committee (DCHMC) will be the lead organization to evaluate the Plan. The DCHMC will meet yearly at an annual public meeting to evaluate the mitigation strategies of the Plan. The yearly meeting shall be scheduled in February of each year by the Chairperson of the DCHMC prior to the meeting. The Darke County Emergency Management Agency shall prepare a yearly progress report indicating the status for all the mitigation activities outlined in the Plan. The meeting shall be open to the public with all DCHMC members invited. An agenda shall be prepared and the meeting shall include the following:

- Review of past years mitigation activities.
- Evaluating if past years conditions warrant any changes to the Plan.
- Determination if any action items need added, deleted, or if actions are ongoing or completed.
- Consideration if other stakeholders or organizations need to be invited to be represented on the committee.
- Review of project funding sources.

Minutes of the meeting shall be prepared and distributed to all DCHMC members and stakeholders. Special meetings of the Darke County Hazard Mitigation Committee may be held any time throughout the year as conditions warrant and when requested by the Chairperson of the Darke County Hazard Mitigation Committee.

4.4 Updating The Plan

The Darke County Board of Commissioners shall be the responsible party for updating the Darke County Hazard Mitigation Plan. It shall be updated by addendum on an annual basis. The schedule for monitoring, evaluating, and updating the Plan is shown in Table 4.2A under Section 4.2 of this Plan.

The Plan updates will include a summary of changes including:

- Status of mitigation/activity items.
- Changes in prioritization of mitigation activity items.
- New mitigation activities/items to be added and the priority of the activities/items.
- The Plan updates shall identify the completed, deleted, ongoing, or unchanged action items from the prior year's activities; and, if not according to the benchmark schedule, a description of why activities have been deleted or changed.
- One year prior to the expiration of the 5-year FEMA plan approval date, the Darke County Hazard Mitigation Plan shall be reevaluated and reviewed per the 5-year Planning Update Process required by law.

4.5 Incorporating Darke County's Plan Into Existing Planning Mechanisms

Summary

Darke County has one city, 20 incorporated villages, and 20 township governments that are located within the boundary of the County (two villages are partially located in Darke County - Burkettsville is partially located in Mercer County and Bradford is partially in Miami County; and one village, Union City is located in Ohio and in Indiana). The population of the 20 villages range from under 100 residents in Yorkshire to over 2,687 in Versailles. With such a large number of public entities located in a rural county, 100% participation of all public entities incorporating the mitigation goals and objectives into their planning mechanisms can be a difficult task.

However, since writing the 2006 FEMA approved Plan, the Darke County Board of Commissioners have set up a countywide certified Building Department to issue building permits for both residential and commercial building improvements. All 20 of the townships and most all municipalities participate in this effort (exceptions: Gordon, Hollansburg, Osgood, and Palestine).

In addition, the County Zoning Inspector and Floodplain Coordinator oversee zoning for 12 townships. Two townships have their own zoning inspector and six rural townships are not zoned. All of the larger villages have local zoning and good land use practices. The Darke County Building Department requires copies of proper zoning certification prior to issuing any permits. All local and township zoning documents prohibit residential and commercial construction within designated flood zones. All of the communities that participate in the National Flood Insurance Program have completed or are in the process of updating their floodplain ordinances.

The City of Greenville and the Village of Versailles also have Comprehensive Plans which address future land use. In addition to the City of Greenville and the Village of Versailles, the county's largest municipalities have Five-Year Capital Improvements Funds which include future funding for mitigation activities. The City of Greenville also has a Stormwater Management Program in force. Almost all of the County EMS and Fire Departments have mutual aid agreements with other EMS and Fire Departments. The County Emergency Management also has an Emergency Operations Plan which addresses evacuation situations and partnerships with the Darke County Solid Waste for debris removal and temporary animal relocation programs.

Other programs that incorporate county mitigation programs and address preservation of green space along river corridors also include Darke County Parks and their recreation, green space and trails programs with land they own throughout the County; the local Soil and Water; and the OSU Extension. The National Conservation Resources, which includes land preservation, wetland development, and grassed waterway programs.

There also has been an upper Watershed Protection Project Plan developed by the Miami Valley Regional Planning Commission for the Stillwater River in Northern Darke County. This study, in addition to a Lower Stillwater Plan Study, incorporates and

supports mitigation actions within that watershed district. Since 1975, the Stillwater River and Greenville Creek are also both designated scenic rivers that are part of the Ohio Scenic River Program that supports preserving and maintaining our waterways and river line corridors.

Darke County currently has a County Review Board made up of Health Department Officials, County Engineer, and Darke County Planning Commission members which provide site reviews and approvals of land prior to new construction on new building sites.

Future Actions

The Darke County Mitigation Planning Committee will oversee and regularly monitor the progress of the Plan. The Darke County Hazard Mitigation Committee will strive to create sustainable communities that are resistant to human and economic costs of disasters. The local planning collaborative will include:

- Elected officials and local administrators including:
 - County Commissioners and County Administrators
 - Mayors, Village Administrators, and Council Members
 - Township Trustees, City and Village Council Members
- Planning expertise:
 - Darke County Building Regulations & Floodplain Manager
 - County Engineer
 - Greenville City Engineer
 - Private Consulting Engineers
- Local Boards and Services
 - Darke County Department of Health
 - Darke County Park District
 - Darke County Economic Development-Partnering For Progress
 - Darke County Grants Department
 - Area Chamber of Commerce Organizations
- Non-Profit Partners and Business Organizations
 - Darke County Red Cross Chapter
 - Darke County Hope Foundation
- Citizens
 - Local volunteers
- State Agencies
 - Ohio Emergency Management Agency
 - Ohio Department of Natural Resources
 - Ohio Department of Development
 - Ohio Environmental Protection Agency
- Academic Institutes
 - Miami Valley Career Technology Program
 - Greenville Career Tech Program
 - Edison State Community College

The Darke County Hazard Mitigation Committee will work through the above-referenced administrative officials and collaborative to begin to integrate the goals of the Darke County Hazard Mitigation Committee into the countywide general operations. By working within these established community leaders, this Plan will more efficiently implement and finance the hazard mitigation projects and programs. The goal is to update the work plans, policies, and procedures to include sound mitigation concepts into the daily operations of all administration programs.

Instead of relying solely on funding from hazard mitigation programs or external sources, the Darke County Hazard Mitigation Committee recommends that all Darke County communities including the County, Cities, Villages, Townships, and independent Boards consider including the addition of a line item and budget solely for mitigation type projects.

The County, Cities, Villages, and Townships will include directives to require departments and agencies to evaluate and carry out mitigation activities and initiatives. The Darke County Building and Zoning Departments will be encouraged to provide, as a part of its latest Plan, revised, effective up-to-date mechanisms for integrating mitigation practices into its comprehensive planning. A primary benefit of combining these processes is that they both influence the location, type, and characteristics of physical growth, specifically buildings and infrastructure.

The Darke County Hazard Mitigation Committee further recommends that incentive programs be developed to stimulate momentum to undertake mitigation initiatives. Public/private partnerships and the use of community volunteers and community public awareness are ways to help further the County's mitigation goals.

The Darke County Hazard Mitigation Committee will recommend that the Board of County Commissioners adopt a procedure on how to identify who would be involved in implementation of the mitigation actions. It is recommended by the Darke County Hazard Mitigation Committee to develop a written statement of mutual agreement for the various agencies and organizations that:

- A. Defines the duties and specific responsibilities among the different agencies and organizations.
- B. Provides a clear statement of values, principles, and community hazard mitigation goals and establishes an organization structure to assist in measuring and evaluating the Plan process.

The written statement of mutual agreement between various entities and partners shall include:

- The organization lead.
- The timeline.
- How the mutual agreement statement process is to be reviewed or revised.
- A statement on how decisions will be made.

- A statement on describing the circumstances under which each partner should consult each other.
- A statement requiring each partner or organization to submit periodic or annual reports on the progress or program.
- A statement on responsibility for actions.
- A statement on how each partner or organization with staff, provide technical resources and funding that the department, agency, or organization is expected to provide.

Upon commitment from all partners and organizations involved for each mitigation activity or process, the partner or organization shall provide yearly reports to the Darke County Hazard Mitigation Committee which detail the following information:

- The hazard mitigation action's objectives.
- Who the lead and supporting agencies responsible for implementation are.
- How long the project should take, including a delineation of the various states of work along with timelines (milestones should be included).
- Whether the resources needed for implementation, funding, staff time, and technical assistance are available, or if other arrangements must be made to obtain them.
- The types of permits or approvals necessary to implement the action.
- Details on the ways the actions will be accomplished within the organization, and whether the duties will be assigned to agency staff or contracted out.
- Current status of the project, identifying any issues that may hinder implementation.

It is the goal of the Darke County Hazard Mitigation Committee to break down the mitigation projects into smaller, more manageable tasks. This way the responsible agency, department, or organization can determine the particular details in order to incorporate these additional considerations into the routine of their daily operations.

4.6 Continued Public Involvement

Darke County has had past success in promoting and keeping the public involved in mitigation activities. It is the Darke County Hazard Mitigation Committee's desire to achieve continued improvement in involving the public and be forward thinking in accomplishing mitigation activities for the benefit of the entire county. To involve the public, the DCHMC will incorporate the following public involvement to future planning efforts:

1. Invite the public by posting the hazard mitigation annual public meeting notices on the Darke County EMA website, Commissioner's website, and in the local newspaper. In addition, the National Hazard Mitigation Committee will incorporate an action item into this Plan update that will promote public input and keep the county residents informed as to the benefits of mitigation activities. Some of the action steps could include such items as published quarterly articles on mitigation success stories or articles posted on the County EMA website.