

## **The Planning Process**

Mitigation planning guidance is provided by FEMA to ensure open and community-wide participation that enables counties to develop relevant and proactive mitigation plans. The Lorain County Emergency Management and Homeland Security Agency followed the standards set forth in FEMA's "Local Mitigation Planning Handbook" published in March 2013 to accomplish those same goals through a whole community planning process.

The planning process involved, in summary, communication with a broad scope of community leaders, officials, and stakeholders. All meetings were open to the public, and input was sought repeatedly throughout the process. As plan documents were developed, which would later be combined into the overall plan, those sections were shared with stakeholders and comments were taken into account for changes, additions, and modifications.

Jurisdictions were encouraged to consider their own unique characteristics and needs during the planning process. Many individual jurisdiction work sessions were held to accurately document and appropriately address mitigation related issues. While some mitigation strategies were clearly countywide and comprehensive, some were individualized and distinct from those in neighboring communities. Discussion took into account the mitigation efforts in process and incorporated a wide range of perspectives and concerns into the final product.

All involved organizations, agencies, jurisdictions, and individuals came together in review of the proposed plan, jurisdiction-by-jurisdiction, and individual-by-individual. All suggestions and feedback were considered; the Lorain County Multijurisdictional Hazard Mitigation Plan expresses those concepts, intentions, and solutions for the betterment of all of Lorain County, Ohio.

### **Project Philosophy**

From the very beginning of the planning process, the Lorain County Emergency Management and Homeland Security Agency took steps to be inclusive in the mitigation planning process. The list of invitees to the meetings was well considered with the intent to include any, every, and all agencies with an interest or role in emergency management, and thus in disaster mitigation. As the process unfolded and planning began, a whole community approach was used to achieve these goals.

Lorain County utilized a Hazard Mitigation Planning Grant to fund the update and as part of that application had identified a wide community approach to development of the Hazard Mitigation Core Committee. Those invited to participate in the planning process followed the grant application and included the following leaders and stakeholders from Lorain County and adjacent jurisdictions:

- All incorporated jurisdictions (county, city, village administrators and officials)
- Township representatives (trustees, fire and police chiefs, administrators)
- Multiple disciplines, including fire service, law enforcement, engineering, utilities, public health, healthcare, hospitals, business and industry, education and academia, nonprofits, social agencies, and the general public

- Specific appointed officials, including the county floodplain manager, GIS mapping specialist, conservation specialists, EMA and public safety, regional planning, building officials, development officials, fire chiefs, police chiefs, public health commissioners, soil conservationists, extension service workers
- Specific elected officials, although their time would not be part of the local match calculation, such as the county auditor, treasurer, and county commissioners
- Adjacent counties of Huron, Erie, Ashland, Medina, and Cuyahoga
- Nonprofit agencies including American Red Cross, Salvation Army, Citizen Corps, and United Way as well as community action groups
- Special groups such as watershed coalitions, conservancy districts, federal partners, state agencies with facilities in the county, and others with a special interest in the wellbeing of Lorain County
- The news media
- The general public

### **Pre-Update Planning Process**

The most recent Hazard Mitigation Plan for Lorain County was written and approved by FEMA in 2007 and expired on January 29, 2012. Staffing shortages and funding deficiencies prevented the update until a HMGP became available in the winter of 2013. Lorain County decided to apply for the grant and, upon award, update the 2007 plan.

The mitigation planning process began in January 2013 with the development of a Hazard Mitigation Grant Program application for funding. EMA Director Tom Kelley sought out available vendors with experience in developing mitigation plans to lead the county in updating the most recent mitigation plan that was written in 2007. Since the plan was not currently approved, a contractor who could move forward expeditiously was important, but also needed the skill to create a relevant plan for the jurisdictions to use. With urban communities that were quickly sprawling into the agricultural areas of the county, a contractor who understood both rural and urban mitigation issues was critical to development of a useful plan. Given staff workload commitments, it would also be an advantage if the identified contractor would be willing to help develop the grant application.

After review of available contractors and discussions with each, RS Associates, LLC, dba Resource Solutions Associates, LLC, from Norwalk, Ohio was selected based upon expertise, willingness to assist from grant application through plan approval, and proximity to Lorain County that would allow for generous contact with jurisdictional representatives throughout the process. Kelley checked references and company history and decided to contract with Resource Solutions Associates once the grant was approved.

Sandy Waggoner-Hovest, owner of Resource Solutions Associates, worked with Tom Kelley, Lorain County EMA Director, to develop the hazard mitigation grant application. The cities and villages that would participate were identified, and discussion with jurisdiction officials ensued, garnering their willingness to participate in the process of updating Lorain County's mitigation plan. Waggoner-Hovest obtained letters of intent for the application from all of seventeen jurisdictions.

Kelley and Waggoner-Hovest worked to develop a project budget and timeline and establish a work plan that included all measures identified in the Local Hazard Mitigation Planning Guidance established by FEMA. An application for funding was submitted to the State of Ohio Emergency Management Agency Mitigation Branch in mid-winter 2013, and was approved by FEMA for funding on August 9, 2013. Kelley and Waggoner-Hovest traveled to Columbus to meet with Ohio's EMA Mitigation Branch staff to review requirements for the plan development in early September 2013.

### **Methodology**

Since new plan development guidance was released by FEMA in March 2013, Kelley and Waggoner-Hovest met in September to incorporate any changes in process into the work plan from what had been anticipated earlier in the year. It was determined that more extensive community participation would be needed and the hazard risk assessment would need to be more comprehensive and inclusive than originally planned. Contact with adjacent jurisdictions, outreach to community participants, and review of other planning documents related to mitigation would be enhanced to satisfy the requirements for plan development set forth by FEMA, and, in general, more people would need to be involved in the process than previously anticipated.

A contract for services was developed between Lorain County EMA and Resource Solutions Associates, LLC (RSA) for \$25,000.00. The HMGP grant would cover that fee, and Lorain County's local match would be satisfied through in-kind participation of county officials and other workers during the development of the updated plan.

Specifically, the total project cost was set at \$28,598.00. The federal share at \$21,449 and state share at \$3,575 would cover the contractor's fee with \$24.00 remaining. The local in-kind match of \$3,474.00 would consist of at least 143 hours of in-kind work done by county and jurisdiction appointed officials at the rate of \$25.00 per hour (wage, fringe, and benefit cost). Due to the number of people who would participate and the variety of agencies they represented, it would not be cost-beneficial to research and utilize actual personnel costs, so the FEMA general rate of \$25.00 per hour was selected. Per guidelines, elected officials' time would not be included in the in-kind match contributions, nor would any others' whose positions were federally funded. The EMA staff would participate, but their time would not be counted as match because it is already funded by federal grants.

Kelley and Waggoner-Hovest established a time frame for the work that began meetings just prior to the end of 2013, with the first Hazard Mitigation Core Committee (HMCC) meeting set for mid-December. The bulk of the research would be done in the first quarter of 2014, with writing to begin in the second quarter. A draft plan would be submitted to the Ohio EMA sometime in the late second or early third quarter of 2014. Waggoner-Hovest would draft reports and draw documents for Kelley, but Kelley would be responsible for approving and submitting them on time and managing the payments for the work.

Kelley anticipated that widespread participation would be a challenge. With a mix of full-time elected and appointed officials and those who serve entirely as volunteers, meeting attendance was expected to be less than optimal. In an effort to still achieve widespread participation,

Waggoner-Hovest agreed to offer evening meetings if necessary, to conduct repeat sessions in an effort to obtain more participation, and to travel to jurisdictions to meet with individual jurisdictions if necessary.

The original work plan established four HMCC meetings to be held a month apart, culminating in complete input by late spring. It was anticipated that a plan submitted to Ohio EMA during the summer would result in FEMA approval by the end of 2014. This fast track schedule was intended to create and maintain project momentum, maximizing community participation.

### **Leadership**

Kelley and Waggoner-Hovest assumed leadership roles in the mitigation plan update process. Kelley would supply RSA with contact information, and would ask the county jurisdictions and others to cooperate and participate with RSA personnel as the plan was formulated. He would attend meetings, provide input, and assist with local references and referrals and to give feedback along the way. Kelley and his staff would provide meeting space and logistical support for the HMCC meetings.

Waggoner-Hovest would schedule and lead the meetings as well as the project process, and would serve as a technical reference for the HMCC members. She and Lauren Yeagle, an RSA consultant, would do the research for the plan and write the plan according to FEMA guidelines. They would keep all records associated with the process, such as sign-in sheets for meetings and quarterly reports to the Ohio EMA. Because the 2007 plan was not available in digital format, and because the information would be extremely different than the 2007 content, Kelley and Waggoner-Hovest determined a replacement plan would result in the most useful document for Lorain County.

At the project completion, Waggoner-Hovest agreed to supply Lorain County EMA with an electronic copy of the updated mitigation plan as well as a hard-print copy. The electronic file would be in PDF format for publication and security of the content, but RSA would also supply a Word document so additional word-processing and notes could be included on a copy during the plan maintenance phase, as well as provide ease of updating in five years. The lack of an editable copy of the 2007 plan had caused additional work and time during this update because the last author had only provided secured documents without the ability to edit them.

### **Stakeholders**

With Lorain County's nearly 300,000 population and seventeen incorporated jurisdictions, many stakeholders were identified as having a role in the Hazard Mitigation Plan process. The Hazard Mitigation Core Committee would include a widespread sampling of those stakeholders.

Representatives of each of sixteen cities and villages in Lorain County were included. The jurisdictions included, besides Lorain County, the City of Amherst, the City of Avon, the City of Avon Lake, the City of Elyria, The Village of Grafton, the Village of Kipton, the Village of Lagrange, the City of Lorain, the City of North Ridgeville, the City of Oberlin, the Village of Rochester, the Village of Sheffield, the City of Sheffield Lake, the Village of South Amherst, the City of Vermilion, and the Village of Wellington. Also invited were the townships of Amherst, Brighton, Brownhelm, Camden, Carlisle, Columbia, Eaton, Elyria, Grafton, Henrietta,

Huntington, LaGrange, New Russia, Penfield, Pittsfield, Rochester, Sheffield, and Wellington. Meetings were scheduled to accommodate a variety of needs, holding meetings at different times of the day to be most inclusive.

This list contained invitees such as city and village mayors, council representatives, township trustees, township clerks, and other elected officials. It included appointed officials like city/village administrators, fiscal clerks, fire and police chiefs, street superintendents, and planning commissions. The list from Lorain County included the county's elected officials such as the county commissioners, sheriff, engineer, auditor, and treasurer. It included appointed officials such as planning commission directors, administrators, zoning and building officials, park and recreation directors, senior and special populations workers, social service departments, public health officials, water system operators, sewer system operators, dog wardens, transportation officials, solid waste management personnel, conservation personnel, GIS workers, and floodplain personnel. City and village participants included administrators, engineers, department supervisors, police and fire chiefs, zoning and building officials, development personnel, fiscal officers, public health officers, and other mayors and council members.

Other invitees included community groups such as American Red Cross, Offices on Aging, historical societies, boards of mental health, hospitals, Chambers of Commerce, visitors' bureaus, community action commissions, housing authorities, Salvation Army, Citizen Corps, community development associations, planning commissions, business and industry, port authorities, watershed and conservancy groups, power and utility companies, agricultural groups, airport authorities, OSU Extension Service, education and higher education institutions, healthcare providers, and ambulance services. State agencies such as the Ohio Department of Natural Resources and the Ohio Department of Transportation that have local facilities were invited.

A master contact information spreadsheet was developed for those invited to attend the mitigation meetings. As part of the research for each organization, information from the Lorain County EMA database was used, as was information from the Lorain County Board of Elections, and general online information. Points of contact were tabulated by individual names and titles, agency or jurisdiction, electronic mail address, telephone and alternate telephone, fax number, and postal address.

Notices of the mitigation planning process were sent to counties adjacent to Lorain County. That included counties of Erie, Huron, Ashland, Medina, and Cuyahoga. The Black River Watershed, the Rocky River Watershed Council, and Vermilion River Watershed groups were advised of the process and invited to participate. The NE Ohio EPA office was advised and asked for input into the mitigation plan update.

In all, over two hundred twenty invitations were sent to organizations inviting any number of representatives to attend the Lorain County Hazard Mitigation Plan Update Core Committee meetings. Initial information was sent via emails to those with identified email addresses, and receipt verification was conducted. Any invitees without email addresses, or those that were

initially returned as invalid, were sent a printed notice via the U. S. Postal Mail Service to their agency address of record.

### **Meetings and Stakeholder Participation**

The HMCC meeting schedule plan included four key meetings, with other small group meetings to be established as the process unfolded. The challenge of achieving high attendance at meetings was a concern of Director Kelley and Waggoner-Hovest, and plans were made to address voids in attendance through meetings in individual communities.

In notices and at meetings, all contacts were advised that the mitigation plan update process was open to the public. The meeting dates were published at [www.consultrsa.com](http://www.consultrsa.com) and on the Lorain County EMA webpage. The news media was invited to attend meetings but did not attend. Participants were encouraged to forward and share announcements, notices, and any information with coworkers, friends and neighbors, family, and others as much as possible. Waggoner-Hovest's email address and phone contact information was freely distributed as a means of becoming involved in the plan, as was Kelley's contact information at the Lorain County EMA.

Input and feedback was received in a variety of ways. First, minutes were kept of HMCC meetings and input was written into the plan. Secondly, input was received by electronic mail by Waggoner-Hovest and Yeagle. Telephone conversations with individuals unable to attend meetings were held throughout the process, and that input was written into the update. Kelly received comments at the EMA and relayed that information to RSA.

On several occasions, online surveys were developed to collect feedback. When the HIRA was developed, information about local storms and incidents was collected, prioritized, and detailed partially through electronic surveys. Strategies were ranked in importance through surveys as the mitigation actions were finalized. Digital communication was convenient for many local workers whose work schedules or job duties did not allow their absence from the workplace to attend meetings, or they were not available at the time of meetings.

When the draft plan was complete, it was saved at [www.consultrsa.com](http://www.consultrsa.com) as a PDF file, with open access. A link to that page was provided to all HMCC members through email, and they were asked to review it and provide feedback. A description of the plan update, its impact upon the community, and the link to the draft were provided to local media to publish for public input. Links were placed on the county's website as well as any other HMCC members' jurisdiction's website. Anyone without Internet access was asked to call the Lorain County EMA for a printed copy of the plan so they could review it as well. The website posting also called out the availability of print copies at the Lorain County EMA by request via email or telephone call.

Plan progress was posted at [www.consultrsa.com](http://www.consultrsa.com) under "Lorain County Mitigation Plan" as an open source of sharing the information. All meeting attendees were given the website information and told the meeting minutes, plan sections, and other information would be posted there as developed. Without any access controls whatsoever, the documents could be viewed and comments made by anyone wishing to do so. This website was selected because of the open forum and absence of access control, and for the contractor's ability to add, change, or delete information quickly so visitors to the site found the most up-to-date information possible. Other

entities such as villages, cities, and townships were encouraged to place links to the information on their websites to further facilitate input and feedback.

### **Local Community Participation**

As expected, attendance at the initial meeting was disappointing, and attendance diminished with each of the second and third meetings. Because input from all jurisdictions was necessary, and because the HIRA had revealed significant and unique risks in various communities, Kelley and Waggoner-Hovest decided on-site contact would be made with each jurisdiction, giving them the opportunity for face-to-face participation within their own community location.

On March 28, a packet of information about the status of the project and the development of community-based mitigation strategies was mailed, either electronically or through the postal service, to every jurisdiction. The packet included educational information about mitigation, sample strategies, and descriptions of types of mitigation actions. More importantly, each packet included a letter offering to schedule a local strategy development work session with Waggoner-Hovest. Each jurisdiction was asked to develop strategies that were unique and relevant to their community. Waggoner-Hovest would travel to their location and meet with any representatives who wanted to attend to address any portions of the project, but especially the mitigation strategy development.

Nine communities scheduled meetings with Waggoner-Hovest and those meetings are included in the following table. Those communities selected specific workers to be involved with the strategy development on-site from various jurisdiction departments and functions. In some cases, a large number of workers attended, and then went back to their departments to continue to develop and refine the ideas developed. The jurisdiction representative who attended HMCC meetings filled the role of communicator between the jurisdiction and the HMCC.

Communities that were able to develop mitigation strategies with minimal additional assistance included the City of Avon, the City of Avon Lake, the City of Sheffield Lake, the Village of Sheffield, the Village of Grafton, and the Village of Wellington. Because attendance at HMCC meetings included county workers, Lorain County's mitigation strategies were developed at the HMCC meetings. The small Villages of Rochester and Kipton were able to work through telephone calls and electronic mail with Waggoner-Hovest to develop their mitigation strategies.

Although townships were not asked to develop strategies on their own, the HMCC felt that those townships experiencing rapid development and with rather sophisticated township government should have individualized mitigation strategies. The fire chief from Carlisle Township asked that Carlisle, Eaton, and Elyria townships develop their own mitigation strategies so that the strategies could be part of the guiding force for new development. Although Carlisle Township followed through with development of mitigation strategies to guide them, the other townships did not participate as individual jurisdictions, and remain under the auspices of Lorain County for mitigation efforts.

## Meeting Schedule and Summary

The HMCC and individual jurisdiction meeting schedule completed was as follows:

Date	Location	Purpose
12/13/13	The Gates Center, Elyria	Meeting #1 – HMCC
02/14/14	Lorain County EMA	Meeting #2 – HMCC
03/21/14	Lorain County EMA	Meeting #3 – HMCC
04/08/14	Vermilion City Hall	Vermilion officials
04/08/14	LaGrange City Hall	LaGrange officials
04/16/14	North Ridgeville City Hall	North Ridgeville officials
04/17/14	Elyria City Hall	Elyria officials
04/23/14	Amherst City Hall	Amherst officials
04/24/14	Oberlin City Hall	Oberlin officials
04/25/14	Lorain City Hall	Lorain (city) officials
05/09/14	Lorain County EMA	Meeting #4 – HMCC
05/09/14	Lorain County EMA	Grafton officials
06/16/14	South Amherst City Hall	South Amherst officials

## Studies, Reports, and References

During the process of gathering data and information, various sources of information were tapped. A list of the documents and plans that were reviewed is provided in the table below. Information from these existing plans and resources was incorporated throughout the plan. Information from the U.S. Census and Community Economic Development Strategy was critical in developing the Lorain County Profile and specific community profiles. The Ohio Coastal Atlas, Great Lakes Coastal Flood Study, Black River Watershed Study, and Lorain County Storm Management Study, and other natural resource studies provided important information for the county profile and hazard identification and risk assessment. Hazard histories were developed utilizing information from the National Oceanic and Atmospheric Administration, FEMA, SHELDUS, and HAZUS. The current Lorain County and State of Ohio mitigation plans provided supporting information used to develop mitigation strategies for the revised plan. In general, these documents and resources supported the development of the revised hazard mitigation plan by providing information about Lorain County and its characteristics; this information was necessary for the Core Committee to review as they identified opportunities for mitigation and developed appropriate mitigation strategies.

Document	Author/Agency	Pub. Date
Ohio Coastal Atlas, Second Edition	Ohio Dept. of Natural Resources	2007
Black River Watershed Action Plan and Remedial Action Plan	Lorain County Community Development, et al	2011
Great Lakes Coastal Flood Study	Ohio Dept. of Natural Resources	2007
Lorain County Health Department Emergency Response Plan	Lorain County, Lorain City, and Elyria Public Health Departments	2013
Community Economic Development Strategy	Lorain Community Development	2013
Lorain County Hazard Mitigation Plan	Lorain County EMA	2007
SHELDUS Disaster Database	University of South Carolina	2014
HAZUS Earthquake and Flood data	Obtained from Ohio EMA	2014
National Oceanic/Atmospheric Admin	NOAA	2014



<b>Document</b>	<b>Author/Agency</b>	<b>Pub. Date</b>
United States Census Bureau	US Census Bureau	2010/2012
FEMA Disaster Statistics – online	FEMA	2010-2014
Lorain County Storm Water Management Study	Lorain County Community College Public Services Institute	2010
Lorain County Erosion and Sediment Control Rules	Lorain County Soil and Water Conservation District	n/a
State of Ohio Enhanced Hazard Mitigation Plan	Ohio Emergency Management Agency	2014

### **Research Methodologies**

A great deal of research was completed to develop this update. Since the current plan was approved in 2007, data from 2007 through 2013 was sought to transform the database into a current and accurate set of information.

The Hazard Identification and Risk Assessment (HIRA) was developed through research of actual recorded events by type using the SHELDUS data base from the University of South Carolina. In the plan, every recorded incident of each type is documented. Specific incidents of significant impact were included in a narrative description, some being taken from the previous version of the plan, and some researched using media and Internet sources. Data was also obtained from the NOAA website, Ohio’s EMA website, and FEMA’s disaster declarations website.

This research resulted in both table and narrative descriptions of the natural hazards faced by Lorain County.

Impact statements were researched using HAZUS projections from the Ohio EMA Mitigation Branch, as well as references to the current hazard mitigation plan. The county Auditor provided property valuations for residential, commercial, agricultural, and exempt properties. Current critical facility and key resource inventories were used to project loss estimates for those facilities. The previous Lorain County hazard Mitigation Plan was used for information that was still reflective of current conditions, risks, vulnerabilities, and conditions.

When projecting future losses, a look at past losses gave insight into the potential for destruction. FEMA historical documents were referenced to find how many losses were reported, when, and because of what impact in the past. Taken into account in this estimation were possibility, probability, magnitude, and frequency of each category of hazard and its potential impact upon Lorain County.

FEMA online reports of payments and reported losses was cross-checked against SHELDUS data, and information from anecdotal accounts was imposed to develop the best interpretation of all information located reference past natural disaster/emergency incidents in Lorain County.

More description is included in the “Loss Estimates” and “Hazard Profile” sections of this plan.

### **Public Access and Review**

Throughout the process of updating the mitigation plan, the public was invited to participate and their input was welcomed. Efforts were made to be all-inclusive in the HMCC, and a great deal of time was spent creating accurate contact lists for those community participants. Meeting notices were sent to local media outlets, including the Morning Journal, Chronicle Telegram, and Plain Dealer newspapers. Notices were also sent to all cities, villages, and townships in the county. Representatives of these jurisdictions were encouraged to share planning information with residents and were invited to share the website link with the public on their local website or social media accounts. During hazard mitigation committee meetings, notices were posted on the door of the building and meeting room to notify the public that the meeting was taking place and assist individuals in locating the meeting room. Examples of these public notices are included in Appendix E.

At the initial Hazard Mitigation Core Committee meeting, Kelley and Waggoner-Hovest told attendees that all meetings were open to the public, the process of updating the plan was completely transparent, and that participants were encouraged to forward emails, copy notices, and share information with anyone they chose. Communication with the stakeholders consistently reminded them that meetings and work sessions were open to the public. At this initial meeting, the HMCC was informed that the current hazard mitigation plan was available for review on the project website. Committee members were encouraged to review the current document so they were aware of previously identified mitigation strategies and could compare that information to current situations in the process of developing new mitigation strategies.

As the updated plan drafts were completed, sections were shared with the HMCC; committee members were asked to share the drafts with co-workers, colleagues, and community members. When community meetings were held in local jurisdictions, local officials were encouraged to invite as many jurisdiction residents, workers, or visitors to the meeting as possible. After jurisdiction meetings, the draft strategy section was shared with the jurisdictions for review and comment; comments were used to make modifications and the document was again shared for final committee approval. The plan was open for HMCC comment from June 17, 2014 through July 23, 2014.

The updated plan, meeting minutes, notices, announcements, and other relevant mitigation information were posted on a dedicated project webpage located at [www.consultrsa.com](http://www.consultrsa.com) under a tab "Lorain County Mitigation Project". The HMCC and general public had access to all project documents, minutes, meeting handouts, and schedules throughout the duration of the project. If they had comments, concerns, or remarks to submit, email addresses and phone numbers for Waggoner-Hovest and Yeagle were posted for them to use. A form was also provided on the website that allowed reviewers to submit feedback directly to the consultants.

The final draft of the plan was posted on [www.consultrsa.com](http://www.consultrsa.com) from August 11-25, 2014 for public review. The 220 plus members of the HMCC were notified of the posting, and asked for comments. On August 8, 2014, a news release was sent to all cities, villages, and townships and the Chronicle Telegram, Morning Journal, and Plain Dealer newspapers notifying the public of the review period. The news release identified the website where the documents were available, comment timelines, and instructions on how to submit comments. Lorain County, the cities,

villages, townships, and other departments and agencies were encouraged to post the website link and to encourage residents to read and comment on the plan.

Persons with disabilities were encouraged to contact the Lorain County EMA to obtain special help in viewing the plan. Print copies were available for those who did not have Internet access, and the offer was made to help those with impairments to review the plan. Phone numbers were provided for those with special needs to use to gain access to the draft plan, and email addresses were provided to supply feedback through electronic mail.

**Federal/State Approval and Local Adoption Process**

The draft mitigation plan was placed out for public review on August 11, 2014 through August 25, 2014. Once the comments from this review period were incorporated, the draft plan was submitted to the State of Ohio Emergency Management Agency Mitigation Branch (Mr. Dean Ervin and Mr. Steve Ferryman) on August 31, 2014.

The State of Ohio review was completed on \_\_\_\_\_ and changes were made according to that review. Most changes were grammatical and did not change the actual action plan of the document.

The draft plan was submitted to FEMA, Region V, on \_\_\_\_\_ and returned with conditional approval on \_\_\_\_\_. The plan was then submitted to Lorain County and the sixteen cities and villages, as well as three townships, for official adoption. Those adoptions began with \_\_\_\_\_ passing legislation on \_\_\_\_\_ and culminated with \_\_\_\_\_ passing legislation on \_\_\_\_\_. At that time, the resolutions and ordinances were submitted to FEMA, the plan was uploaded into the SHARPP online portal, and FEMA issued final approval on \_\_\_\_\_.