



MEETING NOTES

Meeting	Lancaster County, Pennsylvania Hazard Mitigation Plan (HMP) Update Hazard Mitigation Steering Committee (HMSC) Kickoff Meeting	
Date	October 31, 2023	Time 2:00 – 4:00 p.m.
Location	East Hempfield Township Building, 1700 Nissley Road, Landisville, PA	
Attendees	Ben Herskowitz, Deputy Director – Emergency Management, Lancaster County Emergency Management Agency (LEMA)	
	Brooke Bowman, Community Resilience Coordinator & Volunteer Liaison, LEMA	
	Andrew Lavin, Training Supervisor, Lancaster County-Wide Communications	
	John Wettlaufer, Detective Sergeant/SERT Commander, Lancaster County District Attorney’s Office	
	Bob Devonshire, Director of General Services, Lancaster County	
	Mary Frey, Principal Planner, Lancaster County Planning Department	
	Milimar Armer, Buyer III, Lancaster County Purchasing Department	
	Vincent Cash, Buyer 1, Lancaster County Purchasing Department	
	Jose G. Valdes, Lieutenant Sheriff, Lancaster County Sheriff’s Office	
	Chris Riggs, Lancaster County Sheriff’s Office	
	Drew Fredericks, Director, Lancaster County Youth Intervention Center	
	Diane Garber, Emergency Management Coordinator, East Hempfield Township and East Petersburg Borough Emergency Management Agency	
	Rick Ely, EMC, Eden Township	
	Jason Skonberg, Deputy EMC, Eden Township	
	Randy Gockley, EMC, Ephrata Borough	
	Chris DeLong, Deputy Chief, Lancaster City Bureau of Fire; EMC, Lancaster City	
	Duane Ober, EMC and Fire Commissioner, Lititz Borough and Warwick Township	
	Philip Colvin, EMC, Mount Joy Borough	
	Mark Hiester, Manager, Penn Township	
	Mark Heckaman, Director of Operations and Safety, Donegal School District	
	Robert Meringer, Maintenance Supervisor, Donegal School District	
	Jacy Clugston Hess, Assistant Superintendent, Ephrata Area School District	
	Tom Shumaker, Safety Coordinator, Warwick School District	
	Bob Wegman, Director-Public Safety, Lancaster Bible College	
	Katharine DeSantis, Public Policy Coordinator, Lancaster Chamber	
	Tim Klein, Facilities Director, Lancaster County Career and Technology Center	
Cameron Zettlemyer, Penn State Health		
Kim Stonebraker, Emergency Manager, Wellspan Health		
Tony Subbio, Project Manager, Tetra Tech		

Discussion Points

This section summarizes each discussion point addressed during the HMSC Kickoff Meeting.



MEETING NOTES

Welcome and Introductions

Ms. Bowman welcomed the group. Attendees introduced themselves and identified the following areas of focus for the planning effort:

- Several attendees were concerned about the increase in flooding in the county, particularly as it relates to stormwater management.
- Mr. Herskowitz expressed a concern about hazardous materials near waterways and water bodies.
- Mr. Gockley expressed concern for the number of people with access and functional needs in the county, along with potential impacts of wind and severe weather on personal care homes and schools.
- Warwick School District is concerned with flooding and the rail line.
- Mr. Zettlemoyer reported that Penn State Health uses information from the HMP for their hazard vulnerability assessments.
- Mr. Wegman stated that there is a pipeline through the Lancaster County Bible College's campus and asked how the college can fit into the county emergency management system.

Overview of Hazard Mitigation

Mr. Subbio provided a brief overview of hazard mitigation for attendees. He defined hazard mitigation and statistics regarding the benefits of mitigation versus their costs.

Planning Process

Mr. Subbio provided an overview of the HMP planning process, then described the steps in detail. This section summarizes the detailed description of each step.

The first step involves examining the hazards of concern for Lancaster County. The hazards of concern that will be analyzed in the HMP are as follows:

- Dam Failure
- Drought
- Earthquake
- Environmental Hazards – Gas and Liquid Pipelines
- Environmental Hazards – Hazardous Materials Releases
- Flood, Flash Flood, and Ice Jam
- Hailstorm
- Invasive Species
- Nuclear Incident
- Pandemic and Infectious Disease
- Radon Exposure
- Subsidence, Sinkholes
- Tornado, Windstorm
- Transportation Accidents
- Utility Interruption
- Wildfire
- Winter Storm

Attendees provided the following input and insight regarding the hazards of concern:

- Mr. Gockley stated that residents are looking to local officials for information on climate change and drought.
- Mr. Hiester reported that Penn Township is developing a drought contingency plan.



MEETING NOTES

- Mr. Herskowitz stated that pipeline operators provide training for local responders three to four times per year.
- Flooding is a problem in the following areas:
 - Conestoga River through Lancaster City
 - County parks next to waterways; equipment needs to be moved
 - Bellview Drive in Ephrata Borough
 - The intersection of Eden Road and May Post Office Road in Eden Township
- Regarding invasive species:
 - Stinkbugs are a problem, while the spotted lanternfly is not as much of a concern as it was.
 - Mr. Gockley stated that bamboo is becoming a problem in Ephrata Borough.
 - Tree of Heaven, Chocolate Vine, and hemlock species are becoming problems.
 - Snakeheads, rusty crayfish, and zebra mussels are becoming problems in waterways.
- RSV and hepatitis are emerging as impactful infectious agents.
- Regarding sinkholes:
 - A sinkhole near Willow Street is re-emerging in Lancaster City.
 - Aging infrastructure leaking is causing sinkholes.
 - There was a large sinkhole in Ephrata Borough four years ago.
 - The geology between Denver Borough and Mount Joy Borough is problematic for sinkholes.
- Manure spills in Penn Township are a problem. Also, there was a 5,000-gallon manure spill in Eden Township.
- Attendees were concerned about the number of nursing homes in the county as it relates to power outages.
- Open fields allow drifting snow to become a problem on roadways throughout the county.

Hazards of concern are examined in the risk assessment process. After the risk assessment is complete, Tetra Tech and Lancaster County will conduct a Risk Assessment Review Meeting to collect feedback on the results.

Tetra Tech and Lancaster County will assess jurisdictions' capabilities to implement hazard mitigation. These capabilities include plans, regulations, staff expertise, access to internal and external funding, training of key staff, and education and outreach.

Based on the risk assessment and capabilities assessment, plan participants will update the mitigation strategy. Municipalities and other stakeholders will identify mitigation actions they have taken over the last 5 years. The Steering Committee will develop a set of mitigation goals and objectives for the updated HMP. Tetra Tech's planners will work with Lancaster County and other stakeholders to identify specific, implementable mitigation actions for inclusion in the updated plan. To that end, a Mitigation Strategy Workshop will be conducted to help participants identify solutions to the problems posed by hazards in the county, and the mitigation strategy will be reviewed at a public meeting.

Throughout this process, Tetra Tech will be developing the HMP document. The risk assessment, capabilities assessment, and mitigation strategy will each have their own sections of the HMP. Other



MEETING NOTES

sections of the HMP include an updated County Profile section, which describes the nature of the county and its population; the Planning Process section, which documents the steps Lancaster County took to update the HMP, and the Plan Maintenance section, which documents how the HMP will be reviewed and updated over its 5-year lifespan.

Mr. Subbio then described the plan review and approval process. He noted that the Pennsylvania Emergency Management Agency (PEMA) usually requests only minor changes, but FEMA almost always asks for substantial changes based on best practices from other jurisdictions in FEMA Region III. Tetra Tech will update the HMP as necessary until it is granted Approvable Pending Adoption (APA) status by FEMA.

Mr. Subbio then described recent changes to FEMA guidance and the template adoption resolutions. The new template from FEMA includes language that the jurisdictions can adopt the plan while it is undergoing FEMA's review and that required revisions will not result in the plan needing to be re-adopted. The goal for the plan to be adopted is November 2024.

Following the approval of the updated plan, Lancaster County will continue to conduct regular review meetings with the HMSC. In addition, members of the HMSC should discuss the HMP and hazard mitigation at other stakeholder meetings. Most importantly, Lancaster County and municipalities should work to implement the plan.

Review Schedule

Mr. Subbio reviewed the project schedule. The draft of the updated HMP will be complete by mid-May 2024 if information is provided to Tetra Tech in a timely manner. That will allow time for the public, PEMA, and FEMA reviews to occur and APA status to be achieved by early November 2024.

Introduce Worksheets

Mr. Subbio reviewed the following set of information-gathering worksheets that municipalities are asked to complete:

- Hazard Identification and Risk Evaluation Worksheet
- Capability Assessment Survey
- Local Compliance with the National Flood Insurance Program (NFIP) Checklist
- Mitigation Strategy 5-Year Mitigation Plan Review

Mr. Subbio explained that FEMA Region III recently began treating school districts, municipal authorities, and other special districts as their own jurisdictions. These organizations will now have to meet the same participation requirements as the municipalities must meet to be eligible for FEMA's mitigation funding. Mr. Subbio stated that non-municipality jurisdictions would not have to complete the Local Compliance with the NFIP Checklist and would likely not have any actions in the 2020 HMP on which to report progress in the Mitigation Strategy 5-Year Mitigation Plan Review.

Public and Stakeholder Outreach

Mr. Subbio then described the public and stakeholder outreach methods that are being used to secure as much participation in the planning process as possible. A project website is being developed to



MEETING NOTES

provide information on the planning process. Tetra Tech is developing a set of information-gathering online surveys for different stakeholder groups (e.g., neighboring counties, the general public, and other stakeholders) to provide information on how hazards affect them and their organizations and what needs they may have. Tetra Tech will create a simple online mapping tool in which a person can identify a location where hazards can or have affected a community. Stakeholder organizations will be invited to attend HMSC meetings held throughout the planning process. Finally, there will be two public meetings during the planning process: one to review the risk assessment results and one to review the final draft.

Next Steps

The following next steps were identified at the close of the meeting:

- Organizations will send any relevant documents, reports, plans, etc., to Lancaster County or Mr. Subbio for review and incorporation into the HMP.
- Tetra Tech and Lancaster County will distribute the set of standard worksheets to jurisdictional officials.
- Tetra Tech will continue to update the hazard profiles.

The meeting adjourned at 4:00 p.m.

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Lancaster County Hazard Mitigation Plan 2024 Update



**Hazard Mitigation Steering Committee
Kickoff Meeting**

**October 31, 2023
2:00 - 4:00 p.m.**



1

Agenda

- Welcome and Introductions
- Overview of Hazard Mitigation
- Planning Process
- Review Schedule
- Introduce Worksheets
- Public and Stakeholder Outreach
- Next Steps
- Questions




2

Welcome and Introductions

- Name, Title, and Organization
- What are your areas of focus for the HMP?





3

What is hazard mitigation?

Any sustained action taken to reduce or eliminate long-term risk to life and property from a hazard event



"...provides the blueprint for reducing the potential losses identified in the risk assessment, based on existing authorities, policies, programs, and resources, and local ability..." (CFR).




4

Mitigation Works!

- The nation saves **\$6** for every **\$1** spent through mitigation grants, funded through select federal agencies.

National Benefit-Cost Ratio (BCR) Per Peril <small>*BCR numbers in this study have been rounded</small>	Beyond Code Requirements	Federally Funded
Overall Hazard Benefit-Cost Ratio	\$4:1	\$6:1
 Riverine Flood	\$5:1	\$7:1
 Hurricane Surge	\$7:1	Too few grants
 Wind	\$5:1	\$5:1
 Earthquake	\$4:1	\$3:1
 Wildland-Urban Interface Fire	\$4:1	\$3:1




5

Overview of Hazard Mitigation (Cont.)

Questions?




6

Planning Process

- Update the Risk Assessment
- Update the Capabilities Assessment
- Update the Mitigation Strategy
- Update Other Sections of the HMP
- Submit the HMP for Review
- Adopt the HMP
- Implement the HMP




7

Planning Process
Update the Risk Assessment

- Hazards of Concern
 - Dam Failure
 - Drought
 - Earthquake
 - Environmental Hazards – Gas and Liquid Pipelines
 - Environmental Hazards – Hazardous Materials Releases
 - Flood, Flash Flood, and Ice Jam
 - Hailstorm
 - Invasive Species
 - Nuclear Incident
 - Pandemic and Infectious Disease
 - Radon Exposure
 - Subsidence, Sinkholes
 - Tornado, Windstorm
 - Transportation Accidents
 - Utility Interruption
 - Wildfire
 - Winter Storm




8

Planning Process
Update the Capabilities Assessment

- Capabilities
 - Planning and Regulatory Capability
 - Administrative and Technical Capability
 - Financial Capability
 - Education and Outreach
 - Self-Assessment of Capability




9

Planning Process
Update the Mitigation Strategy

- Review Goals and Objectives
- Determine Status of Mitigation Actions
- Identify New Mitigation Actions/Projects
 - **Focus on specific, implementable actions!**
- Conduct Mitigation Strategy Workshop
- Public Meeting to Review Mitigation Strategy




10

Planning Process
Update Other Sections of HMP

- County Profile
 - Updated data
- Planning Process
 - Documentation of the update process
- Plan Maintenance
 - Incorporation into other plans, as well as determining ways to incorporate other plans into the updated HMP




11

Planning Process
Submit the HMP for Review

- Review Draft with Planning Team
- 30-day Public Comment Period
- Conduct Public Meeting to Review the Draft
- Submit for Pennsylvania Emergency Management Agency (PEMA) Review
 - 14 to 28 days
- Submit for Federal Emergency Management Agency (FEMA) Review
 - 45 days
- “Approvable Pending Adoption” Status




12

Planning Process

Adopt the HMP

- County and at least one participating municipality
- FEMA Approval
- Adoption Goal – November 2024




13

Planning Process

Implement the HMP

- Regular Planning Team Meetings
- Stakeholder Meetings
- Implement Mitigation Actions and Projects
 - Integrate actions where appropriate




14

Review Schedule

- Risk Assessment
 - February 2024
- Capabilities Assessment
 - February 2024
- Mitigation Strategy
 - March 2024
- Draft Plan by mid-May 2024
- Submit to PEMA by mid-July 2024
- Submit to FEMA by mid-August 2024
- “Approvable Pending Adoption” by early November 2024




15

Introduce Worksheets

- Hazard Identification and Risk Evaluation Worksheet
- Capability Assessment Survey
- Local Compliance with the NFIP Checklist
- Mitigation Strategy 5-Year Mitigation Plan Review




16

Public and Stakeholder Outreach





17

Next Steps

- Document Request
- Complete Municipal Worksheets
- Update the Risk Assessment




18

Questions?

Thank you for your time!



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19

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20



AGENDA

LANCASTER COUNTY 2024 HAZARD MITIGATION PLAN UPDATE Hazard Mitigation Steering Committee Kickoff Meeting

Tuesday, October 31, 2023 | 2:00 – 4:00 p.m.

-
1. **Welcome and Introductions**

 2. **Overview of Hazard Mitigation**

 3. **Planning Process**
 - a. Update the Risk Assessment
 - b. Update the Capabilities Assessment
 - c. Update the Mitigation Strategy
 - d. Update Other Sections of the HMP
 - e. Submit the HMP for Review
 - f. Adopt the HMP
 - g. Implement the HMP

 4. **Review Schedule**

 5. **Introduce Worksheets**

 6. **Public and Stakeholder Outreach**

 7. **Next Steps**

 8. **Questions**



Hazard Identification and Risk Evaluation Worksheet

Name: _____ Title: _____

Jurisdiction: _____ Email: _____

PART I

Identified Hazards 2019 HMP	How has the frequency of occurrence, magnitude of impact, and/or geographic extent changed in your community? <i>NC = No Change; I = Increase; D = Decrease</i> <i>(Please provide an explanation for any hazards marked I or D in the "Additional Comments" column)</i>	Additional Comments
Natural Hazards		
Drought		
Earthquake		
Flood, Flash Flood, Ice Jam		
Hailstorms		
Invasive Species		
Pandemic		
Radon Exposure		
Subsidence and Sinkholes		
Tornado and Windstorm		
Wildfire		
Winter Storm		
Human-Caused Hazards		
Dam Failure		
Environmental Hazards (Hazmat)		
Nuclear Incidents		
Transportation Accidents		
Utility Interruption		



PART II

Other Hazards:

Do any of the following hazards (not previously profiled in the County’s hazard mitigation plan) have the potential to affect your municipality significantly? If so, please check the box(es) below.

Natural

- Coastal Erosion
- Extreme Temperature
- Hurricane, Tropical Storm, Nor’easter
- Landslide
- Lightning Strike

Human-Caused

- | | |
|---|---|
| <input type="checkbox"/> Building and Structure Collapse | <input type="checkbox"/> Environmental Hazards – Unconventional Oil/Gas Wells |
| <input type="checkbox"/> Civil Disturbance | <input type="checkbox"/> Levee Failure |
| <input type="checkbox"/> Cyber Terrorism | <input type="checkbox"/> Mass Food/Animal Feed Contamination |
| <input type="checkbox"/> Environmental Hazards – Coal Mining | <input type="checkbox"/> Opioid Addiction |
| <input type="checkbox"/> Environmental Hazards – Conventional Oil/Gas Wells | <input type="checkbox"/> Terrorism |
| <input type="checkbox"/> Environmental Hazards – Gas and Liquid Pipelines | <input type="checkbox"/> Urban Fire/Explosion |

Additional Comments:

Capability Assessment Survey

Name: _____

Title: _____

Jurisdiction: _____

Email: _____

Phone Number: _____

- 1. Planning and Regulatory Capability:** Please indicate whether the following planning or regulatory tools and programs are currently in place or under development for your jurisdiction by placing an "X" in the appropriate box, followed by the date of adoption/update. Then, for each particular item in place, identify the department or agency responsible for its implementation. Finally, please provide additional comments or explanations in the space provided.

Tool / Program	Status			Dept./Agency Responsible	Comments
	In Place	Date Adopted or Updated	Under Development		
<i>EXAMPLE: Hazard Mitigation Plan</i>	X	1/1/2008		County EMA	Interim update in 2008 revised mitigation strategy; completed one action.
Hazard Mitigation Plan					
Emergency Operations Plan					
Disaster Recovery Plan					
Evacuation Plan					
Continuity of Operations Plan					
NFIP					
NFIP – Community Rating System					
Floodplain Regulations					
Floodplain Management Plan					
Zoning Regulations					



Tool / Program	Status			Dept./Agency Responsible	Comments
	In Place	Date Adopted or Updated	Under Development		
Subdivision Regulations					
Comprehensive Land Use Plan (or General, Master, or Growth Mgt. Plan)					
Open Space Management Plan (or Parks/Rec or Greenways Plan)					
Stormwater Management Plan / Ordinance					
Natural Resource Protection Plan					
Capital Improvement Plan					
Economic Development Plan					
Historic Preservation Plan					
Farmland Preservation					
Building Code					
Fire Code					
Other					

2. Administrative and Technical Capability: Please indicate whether your jurisdiction maintains the following staff members within its current personnel resources by placing an “X” in the appropriate box. Then, if YES, please identify the department or agency they work under and provide any other comments you may have in the space provided or with attachments.

Staff/Personnel Resources	Yes	No	Department/Agency	Comments
Planners (with land use / land development knowledge)				
Planners or engineers (with natural and/or human caused hazards knowledge)				
Engineers or professionals trained in building and/or infrastructure construction practices (includes building inspectors)				
Emergency Manager				
Floodplain Manager				
Land Surveyors				
Scientists or staff familiar with the hazards of the community				
Personnel skilled in GIS and/or FEMA’s HAZUS program				
Grant writers or fiscal staff to handle large or complex grants				
Other				

3. Financial Capability: Please indicate whether your jurisdiction has access to or is eligible to use the following local financial resources *for hazard mitigation purposes* (including as match funds for state or federal mitigation grant funds). Then, identify the primary department or agency responsible for its administration or allocation and provide any additional comments you may have in the space provided or with attachments.

Financial Resources	Yes	No	Department/Agency	Comments
Capital Improvement Programming				
Community Development Block Grants (CDBG)				
Special Purpose Taxes				
Gas / Electric Utility Fees				
Water / Sewer Fees				
Stormwater Utility Fees				
Development Impact Fees				
General Obligation, Revenue, and/or Special Tax Bonds				
Partnering Arrangements or Intergovernmental Agreements				
Other				

4. Education and Outreach: Identify education and outreach programs and methods already in place that could be used to implement mitigation activities and communicate hazard-related information. Then, identify the primary department or agency responsible for its administration or allocation and provide any additional comments you may have in the space provided or with attachments.

Program/Organization	Yes	No	Department/Agency	Comments
Firewise Communities Certification				
StormReady certification				
Natural disaster or safety related school programs				
Ongoing public education or information program (e.g. responsible water use, fire safety, household preparedness, environmental education)				
Public-private partnership initiatives addressing disaster-related issues				
Local citizen groups or nonprofit organizations focused on environmental protection, emergency preparedness, access and functional needs populations, etc.				
Other				

5. Self-Assessment of Capability: Please provide an approximate measure of your jurisdiction's capability to effectively implement hazard mitigation strategies to reduce hazard vulnerabilities. Using the following table, please place an "X" in the box marking the most appropriate degree of capability (Limited, Moderate, or High) based on best available information and the responses provided in Sections 1-4 of this survey.

Area	Degree of Capability		
	Limited	Moderate	High
Planning and Regulatory Capability			
Administrative and Technical Capability			
Financial Capability			
Education and Outreach			

Checklist to Identify Local Compliance with the National Flood Insurance Program (NFIP)

Name: _____

Title: _____

Jurisdiction: _____

Email: _____

Participation in the NFIP is based on a voluntary agreement between a community and FEMA. Compliance with the NFIP, however, extends beyond mere participation in the program. The three basic components of the NFIP include 1) floodplain identification and mapping risk, 2) responsible floodplain management and 3) flood insurance. The requirements of the program are listed below. Please state whether or not your jurisdiction takes the following actions and provide appropriate comments.

1. FLOODPLAIN IDENTIFICATION AND MAPPING			
Requirement	Recommended Action	Yes/No	Comments
a. Does the municipality maintain accessible copies of an effective Flood Insurance Rate Map (FIRM)/Digital Flood Insurance Rate Map (DFIRM)? Does the municipality maintain accessible copies of the most recent Flood Insurance Study (FIS)?	Place these documents in the local libraries or make available publicly.		
b. Has the municipality adopted the most current DFIRM/FIRM and FIS?	State the date of adoption, if approved.		
c. Does the municipality support requests for map updates?	If yes, specify how.		
d. Does the municipality share with Federal Emergency Management Agency (FEMA) any new technical or scientific data that could result in map revisions within 6 months of creation or identification of new data?	If yes, specify how.		
e. Does the municipality provide assistance with local floodplain determinations?	If yes, specify how.		
f. Does the municipality maintain a record of approved Letters of Map Change?	If yes, specify the responsible office.		

2. FLOODPLAIN MANAGEMENT			
Requirement	Recommended Action	Yes/No	Comments
a. Has the municipality adopted a compliant floodplain management ordinance that, at a minimum, regulates the following:	If yes, answer questions (1) through (4) below.		



2. FLOODPLAIN MANAGEMENT			
Requirement	Recommended Action	Yes/No	Comments
(1) Does the municipality issue permits for all proposed development in the Special Flood Hazard Areas (SFHA)?	If yes, specify the office responsible.		
(2) Does the municipality obtain, review, and utilize any base flood elevation (BFE) and floodway data, and/or require BFE data for subdivision proposals and other development proposals larger than 50 lots or 5 acres?	If yes, specify the office responsible.		
(3) Does the municipality identify measures to keep all new and substantially improved construction reasonably safe from flooding to or above the BFE, including anchoring, using flood-resistant materials, and designing or locating utilities and service facilities to prevent water damage?	If yes, specify the office responsible.		
(4) Does the municipality document and maintain records of elevation data that document lowest floor elevation for new or substantially improved structures?	If yes, specify the office responsible.		
b. If a compliant floodplain ordinance was adopted, does the municipality enforce the ordinance by monitoring compliance and taking remedial action to correct violations?	If yes, specify how.		
c. Has the municipality considered adopting activities that extend beyond the minimum requirements? Examples include: <ul style="list-style-type: none"> • Participation in the Community Rating System • Prohibition of production or storage of chemicals in SFHA • Prohibition of certain types of structures, such as hospitals, nursing homes, and jails in SFHA • Prohibition of certain types of residential housing (manufactured homes) in SFHA • Floodplain ordinances that prohibit any new residential or nonresidential structures in SFHA 	If yes, specify activities.		

3. FLOOD INSURANCE			
Requirement	Recommended Action	Yes/No	Comments
a. Does the municipality educate community members about the availability and value of flood insurance?	If yes, specify how.		

3. FLOOD INSURANCE			
Requirement	Recommended Action	Yes/No	Comments
b. Does the municipality inform community property owners about changes to the DFIRM/FIRM that would impact their insurance rates?	If yes, specify how.		
c. Does the municipality provide general assistance to community members regarding insurance issues?	If yes, specify how.		

Please fill in the table below that will help provide specific information on the NFIP program in your community. This includes resources, compliance history, regulation, insurance summary, and the Community Rating System.

Staff Resources		
Topic	Source of Information	Comments
Is the Community FPA or NFIP Coordinator certified?	Community Floodplain Administrator (FPA)	
Is the floodplain management an auxiliary function?	Community FPA	
Provide an explanation of NFIP administration services (e.g., permit review, GIS, education or outreach, inspections, engineering capability)	Community FPA	
What are the barriers to running an effective NFIP program in the community?	Community FPA	
Compliance History		
Topic	Source of Information	Comments
Is the community in good standing with the NFIP?	State NFIP Coordinator, FEMA NFIP Specialist, community records	
Are there any outstanding compliance issues (i.e., current violations)?		
When was the most recent Community Assistance Visits (CAV) or Community Assistance Contact (CAC)?	Community Status Book	https://www.fema.gov/flood-insurance/work-with-nfip/community-status-book

Is a CAV or CAC scheduled or needed?		
Regulation		
Topic	Source of Information	Comments
Are the FIRMs digital or paper?	Community FPA	
Do floodplain development regulations meet or exceed FEMA or State minimum requirements? If so, in what ways?	Community FPA	
Provide an explanation of the permitting process.	Community FPA, State, FEMA, NFIP	
Insurance Summary		
Topic	Source of Information	Comments
How many NFIP policies are in the community? What is the total premium and coverage?	State NFIP Coordinator or FEMA NFIP Specialist	
How many claims have been paid in the community? What is the total amount of paid claims? How many substantial damage claims have there been?	FEMA NFIP or Insurance Specialist	
How many structures are exposed to flood risk within the community?	Community FPA or GIS Analyst	
Describe any areas of flood risk with limited NFIP policy coverage.	Community FPA or FEMA Insurance Specialist	
Community Rating System		
Topic	Source of Information	Comments
Does the community participate in CRS?	Community FPA, State, FEMA NFIP	
If so, what is the community's CRS Class Ranking?	Flood Insurance Manual	
What categories and activities provide CRS points and how can the class be improved?		
Does the plan include CRS planning requirements?	Community FPA, FEMA CRS Coordinator, ISO representative	

Mitigation Strategy 5-Year Mitigation Plan Review

Name: _____

Title: _____

Jurisdiction: _____

Email: _____

Purpose: To fulfill the requirement that maintenance of the hazard mitigation plan (HMP) has been completed since the publication of the original or previous version, and to obtain early feedback from the planning team to incorporate into the update process.

Instructions: Complete the *Goal and Objective Review Worksheet* and *Mitigation Action Plan Review Worksheet* on the next pages keeping the following questions in mind:

- Do the goals, objectives, and actions address current and expected conditions?
- Should each goal be carried forward into the updated plan? Should a goal be changed based on current conditions in the community? Should a goal be discontinued, and if so, why?
- What is the status of each action? What progress has been made? Should an action be continued in the updated plan? Should an action be discontinued, and if so, why?
- Has the nature or magnitude of hazard risk changed?
- Are current resources adequate to implement the plan?
- Should additional local resources be committed to address identified hazard threats?
- Are there any issues that have limited the current implementation schedule?
- Have the implementation of identified mitigation actions resulted in expected outcomes?
- Has the Steering Committee measured the effectiveness of completed hazard mitigation projects in terms of specific dollar losses avoided?
- Did the jurisdictions, agencies, and other partners participate in the plan implementation process as proposed?
- Are there other concerns that should be identified?

Before completing the worksheets, the group may wish to discuss the above questions in a round-robin format, using a flip chart. The questions are standard; however it is important to check the existing HMP maintenance section for additional questions that may need to be considered.



Goal and Objective Review Worksheet

Instructions: Write each goal and objective identified in the existing hazard mitigation plan. Use the comment boxes to provide feedback or to suggest modification of any of the proposed goals or objectives. You may suggest additional objectives below each goal, or new goals and objectives on the last page of this exercise.

Goals and Objectives		Comments
Goal 1	Prevent injury/death and damage from natural and human-made hazards in Lancaster County.	
Objective 1.1	Develop regulations limiting development in hazard-prone areas.	
Objective 1.2	Direct growth in designated growth areas away from hazard-prone areas, and maintain natural hazard buffers in the County.	
Objective 1.3	Lessen impacts on natural resources from natural and human-caused hazards.	
Goal 2	Protect the citizens of Lancaster County as well as public and private property from the impacts of natural and human-caused hazards.	
Objective 2.1	Protect existing structures, including critical facilities, from damage that can be caused by hazards.	
Objective 2.2	Acquire, relocate, elevate, and/or retrofit existing structures located in hazard areas.	
Objective 2.3	Acquire, relocate, elevate, and/or retrofit repetitive loss properties from flood-prone areas.	
Objective 2.4	Improve and maintain stormwater management systems to reduce backup and flooding.	
Objective 2.5	Protect the health of County residents from disease.	
Goal 3	Improve emergency services and capabilities in Lancaster County to protect citizens from natural and human-caused hazards.	
Objective 3.1	Improve coordination and communication between departments.	
Objective 3.2	Ensure adequate training and resources for those involved in emergency response, services, relief, or hazard mitigation.	
Objective 3.3	Ensure adequacy of equipment and technology.	



Goals and Objectives		Comments
Goal 4	Increase public education and awareness of existing and potential hazards in Lancaster County.	
Objective 4.1	Develop public education and outreach programs on hazards and hazard mitigation.	
Objective 4.2	Educate property owners in hazard risk areas regarding their risks and the precautions they can take.	
Objective 4.3	Encourage residents to implement hazard mitigation and preparedness measures on their properties.	
Objective 4.4	Encourage homeowners, renters, and businesses to insure their properties against all hazards, including flood coverage under the National Flood Insurance Program (NFIP).	
Objective 4.5	Encourage local participation in the Community Rating System (CRS) Program.	

Suggested Additional Goals and/or Objectives		Comments
Goal		
Objective		
Objective		
Objective		

Goal		
Objective		
Objective		
Objective		

Mitigation Action Plan Review Worksheet

Instructions: List each mitigation action from the existing hazard mitigation plan and identify its status as “No Progress / Unknown,” “In Progress / Not Yet Complete,” “Continuous,” “Completed,” or “Discontinued.” Include review comments for each action.

Existing Mitigation Action			Status					Review Comments
			No Progress/ Unknown	In Progress/ Not Yet Complete	Continuous	Completed	Discontinued	
LC-1	Action 1	Acquire properties in hazard areas, notably those in the 1 percent annual chance floodplain, to convert them to open space.						
LC-2	Action 2	Educate residents in flood-prone areas about the benefits of purchasing flood insurance.						
LC-3	Action 3	Elevate structures at risk of flooding.						
LC-4	Action 4	Acquire repetitive loss properties to convert them to open space.						
LC-9	Action 5	Work with the railroad and property owners to provide a wider buffer between the tracks and vegetation.						
LC-14	Action 6	Develop a hazard information page on the County website, and link from each municipality's website.						
LC-15	Action 7	Develop informational workshops on hazard risks and hazard mitigation for property owners in high-risk areas.						
LC-16	Action 8	Encourage homeowners to install appropriate devices to alleviate radon concentrations within homes.						
LC-17	Action 9	Provide information to the public about the dangers of radon exposure.						
LC-19	Action 10	Enforce building codes, floodplain management ordinances, and other local regulations to protect new structures constructed in hazard-prone areas.						



Project Schedule

Task	Timeframe
Project Management	<ul style="list-style-type: none"> • Project Kickoff Meeting conducted on August 7, 2023 • Project Closeout Meeting upon the HMP receiving “approval pending adoption” status from FEMA
Task 1: Organize a Hazard Mitigation Steering Committee (HMSC)	<ul style="list-style-type: none"> • Planning Team Kickoff Meeting conducted on September 25, 2023 • HMSC Kickoff Meeting conducted on October 31, 2023 • Worksheets distributed at the HMSC Kickoff Meeting and via email within one week of the meeting • Stakeholder meetings conducted in December 2023 – January 2024 • Planning Team CRS meeting conducted NLT January 31, 2024 • Outreach to stakeholders conducted throughout the planning process
Task 2: Review and Incorporate Plans	<ul style="list-style-type: none"> • Conducted through January 2024
Task 3: Conduct Capability Assessment	<ul style="list-style-type: none"> • Conducted through February 1, 2024
Task 4: Conduct a Comprehensive Risk Assessment	<ul style="list-style-type: none"> • Conducted through February 1, 2024
Task 5: Review the Capability Assessment and Risk Assessment	<ul style="list-style-type: none"> • Review the risk and capability assessments with the County and Planning Team by February 15, 2024 • Public meeting conducted NLT March 6, 2024 • Collection of public comments through March 20, 2024
Task 6: Develop Mitigation Strategy	<ul style="list-style-type: none"> • Review and update mitigation planning goals and objectives by March 18, 2024 • Mitigation strategy workshop conducted NLT March 27, 2024 • Work with the County, Planning Team, and HMSC to develop new mitigation strategies NLT April 19, 2024 • Public HMSC meeting to present the draft mitigation strategy and receive comments to be conducted NLT May 2, 2024
Task 7: Define Plan Maintenance	<ul style="list-style-type: none"> • Defined NLT February 28, 2024 • Conduct BATool webinar by November 15, 2024
Task 8: Prepare the Updated HMP Draft	<ul style="list-style-type: none"> • Compile draft plan and update sections of the 2019 HMP through May 14, 2024 • Complete in-house review of the HMP update and complete FEMA’s Local Plan Review Tool by May 14, 2024
Task 9: Review and Finalize the Updated HMP Draft	<ul style="list-style-type: none"> • Review the draft HMP with the County by May 28, 2024 • Incorporate changes identified by the County within five days of reviewing the draft with the County • Post the draft plan for public review on the project website on June 4, 2024 • Public review period from June 4, 2024 through July 3, 2024 • Conduct a public review meeting to solicit comments from stakeholders and the public NLT July 3, 2024 • Finalize draft HMP NLT July 10, 2024

Task	Timeframe
Task 10: Submit the Updated HMP Draft for Formal Reviews	<ul style="list-style-type: none"> • Plan submission to PEMA NLT July 11, 2024 • PEMA review period from July 12, 2024 through August 7, 2024 • Plan submission to FEMA NLT August 13, 2024 • FEMA review period from August 14, 2024 through September 27, 2024 • Conference call to discuss FEMA comments NLT October 2, 2024 • Update and resubmit draft HMP to FEMA Region III NLT October 17, 2024
Task 11: Facilitate the Adoption of the Updated HMP	<ul style="list-style-type: none"> • Final plan delivery to Lancaster County and PEMA upon receiving “approval pending adoption” status NLT November 8, 2024 • Facilitate the adoption of the updated HMP through December 20, 2024



LANCASTER COUNTY 2024 HAZARD MITIGATION PLAN UPDATE
 Hazard Mitigation Steering Committee (HMSC) Kickoff Meeting

SIGN-IN

Tuesday, October 31, 2023 | 2:00 - 4:00 p.m.

NAME AND TITLE	AGENCY/ORGANIZATION	E-MAIL ADDRESS	TELEPHONE
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Randy Goetzky EMC	Ephrata Boro EMA	randygoetzky56@gmail.com	717-466-9050
Vincent Cash, Lancaster County Purchasing Dept. Buyer 2	Purchasing Department, County of Lancaster	vcash@lancastercounty.pa.gov	717-327-1191
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SIGN-IN

Tuesday, October 31, 2023 | 2:00 - 4:00 p.m.

NAME AND TITLE	AGENCY/ORGANIZATION	E-MAIL ADDRESS	TELEPHONE
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JOSE VALDES LIEUTENANT SHERIFF	LANCASTER COUNTY SHERIFF	JValdes@lancastercounty.pa.gov	717-278-6046
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LANCASTER COUNTY 2024 HAZARD MITIGATION PLAN UPDATE
 Hazard Mitigation Steering Committee (HMSC) Kickoff Meeting

SIGN-IN

Tuesday, October 31, 2023 | 2:00 – 4:00 p.m.

NAME AND TITLE	AGENCY/ORGANIZATION	E-MAIL ADDRESS	TELEPHONE
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