



# MEETING NOTES

<b>Meeting</b>	Chester County Hazard Mitigation Plan (HMP) Steering Committee Kickoff Meeting		
<b>Date</b>	February 20, 2020	<b>Time</b>	2:00 – 4:15 p.m.
<b>Location</b>	Chester County Government Services Center, Conference Room 42, 601 Westtown Road, West Chester, PA		
<b>Attendees</b>	Alison Miller, Director, Planning and Logistics, Chester County Department of Emergency Services (DES)		
	Tony Przychodzien, Radiological Emergency Preparedness Coordinator, Chester County DES		
	Gabby Ratliff, Emergency Planning Coordinator, Chester County DES		
	Dave Sekkes, GIS Database Administrator, Chester County DES		
	William Turner, Deputy Director, Emergency Management, Chester County DES		
	Janet Zeis, Community Resilience Coordinator, Chester County DES		
	Robyn Slater, Planner, Chester County Health Department		
	Chris Patriarca, Senior Community Planner, Chester County Planning Commission		
	Carol Stauffer, Assistant Director, Chester County Planning Commission		
	Craig Thomas, Field Engineering and Operations Manager, Chester County Water Resources Authority		
	Cory Trego, Water Resources Planner, Chester County Water Resources Authority		
	Tim Hubbard, Emergency Management Coordinator (EMC) for Charlestown Township, and Chief Security Officer for the Downingtown Area School District		
	Stefanie Otley, Planner, Tetra Tech, Inc. (Tetra Tech)		
Tony Subbio, Project Manager, Tetra Tech			

## Discussion Points

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

## Introductions

Ms. Ratliff welcomed the group. Attendees introduced themselves and identified any particular concerns or areas of focus for the updated HMP, including the following:

- Mr. Turner wants to ensure that the county has a usable, implementable plan that meets Emergency Management Accreditation Program (EMAP) standards.
- Mr. Trego reported that he has reviewed the municipalities' information in the existing HMP.
- Ms. Stauffer wants to ensure that the plan addresses land use, transportation, and pipeline issues.
- Ms. Zeis asked that the plan integrate equity.
- Mr. Patriarca reported that pipelines are a concern across the county.
- Mr. Thomas is concerned about dam failure and other human-caused hazards.



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## Overview of Hazard Mitigation

Mr. Subbio provided a brief overview of hazard mitigation and the funding available from the Federal Emergency Management Agency (FEMA).

## Project Scope Review

Mr. Subbio reviewed the planning process, as described in the scope of work. This section summarizes discussions that were held during the meeting.

Mr. Subbio discussed the formation of the Planning Team, which is the group of representatives from municipalities and stakeholder agencies involved with the HMP update process. Two sessions of the Planning Team Kickoff Meeting will be held on March 13, 2020. The first session will be for municipal representatives; the second will be for other stakeholders.

PEMA's requirements for municipal participation include providing information and attending at least one meeting during the planning process. Meetings conducted by existing groups and associations can be counted as planning meetings if the HMP is added to the agenda and meeting notes are taken to document relevant discussions during the meeting. Relevant meetings and groups include the following:

- Chester County Association of Township Officials (CATO)
- Chester County Fire Chiefs Association
- Chester County Managers Consortium
- Chester County PA Police Chiefs Association
- The DelChester Public Works Association
- DES EMC Training Sessions

Mr. Subbio reviewed the four information-gathering worksheets that each municipality will be asked to complete.

Ms. Ratliff provided information to Mr. Subbio to address Tetra Tech's GIS Wish List. Mr. Subbio reviewed the list with attendees. To identify water towers in the county, the building footprint database may be able to be queried for height and roundness.

Mr. Sekkes described the ability to develop a mapping system that can be put on the county's website, on which individuals can identify problem areas throughout the county.

## Project Schedule Review

Mr. Subbio reviewed the project schedule. The draft of the updated HMP will be completed by the end of June 2020, assuming that information is provided to Tetra Tech in a timely manner.



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## Planning Team Members

The following organizations were discussed and will be invited to participate in the planning process by serving on the Planning Team:

- County departments, including
  - Department of Computing and Information Services
  - Health
  - Human Services
  - Open Space Preservation
  - Parks and Trails
  - Prison
- Municipal officials
- The Penn State University Cooperative Extension office
- The Hospital and Healthsystem Association of Pennsylvania's (HAP) coordinator for the Southeastern Healthcare Coalition
- Inpatient drug addiction rehabilitation facilities
- Nursing homes
- Public schools and school districts
- Private schools
- The Chester County Economic Development Council
- The active chambers of commerce in the county
- Media
  - Daily Local News
  - Chester County Press
  - Public information officers from Chester County and the Chester County DES
- Chester First
- Chester County Pipeline Safety Advisory Board
- The Chester County Local Emergency Planning Committee (LEPC)
- The Pipeline Safety Coalition
- Transportation Management Association of Chester County (TMACC) paratransit
- The Delaware Valley Regional Planning Commission
- La Comunidad Hispánica
- Utility Companies
  - PECO
  - Water and wastewater authorities
  - Penn American Water
  - Aqua Pennsylvania
  - Chester Water Authority
- Commonwealth Agencies
  - Pennsylvania Department of Agriculture
  - Pennsylvania Department of Environmental Protection (PA DEP)
  - Pennsylvania Historical and Museum Commission



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- Pennsylvania Department of Transportation (PennDOT)
- Pennsylvania Emergency Management Agency (PEMA)
- Pennsylvania State Police (PSP)
- The Pennsylvania Turnpike Commission
- Federal Departments
  - Federal Emergency Management Agency, Region III
  - United States Department of Agriculture
- Neighboring Counties
  - Planning departments
  - Departments of emergency management

## Hazards of Concern

The following hazards will be profiled in the updated HMP:

1. Dam Failure
2. Drought and Water Supply Deficiencies
3. Earthquake
4. Environmental Hazards (hazardous materials)
5. Extreme Temperatures
6. Floods, Flash Floods, and Ice Jams
7. Hurricane and Tropical Storms
8. Invasive Species
9. Nuclear Incidents
10. Opioid Epidemic
11. Pandemic
12. Pipeline Incidents (separate from Environmental Hazards)
13. Radon Exposure
14. Structural Fires
15. Terrorism (including cyber-attack, conventional/improvised bombs, and armed attacks)
16. Tornadoes and Windstorms (including thunderstorms)
17. Transportation Accidents
18. Utility Failure
19. Winter Storms

## Next Steps

- Steering Committee members will send any relevant plans, studies, or documents to Mr. Subbio.
- The Planning Team Kickoff Meetings will be conducted on March 13, 2020.
- Mr. Subbio and Ms. Ratliff will develop a strategy for reaching out to the municipalities and other stakeholders.
- Mr. Subbio and Ms. Ratliff will coordinate with the county and Tetra Tech GIS staff to share the GIS data needed.
- Tetra Tech will begin developing the hazard profiles.

The meeting adjourned at 4:15 p.m.