



Ventura County
Meeting Summary



Purpose of Meeting:	Ventura County Multi-Jurisdictional Hazard Mitigation Plan Steering Committee
Location of Meeting:	Virtual
Date, Time of Meeting:	02.09.2022, 1:00-2:00 pm

Steering Committee (present in **bold**):

Ashley Bautista Alyssa Mann Jeff Shea Julie Tumamait-Stenslie Aaron Engstrom (alternate)	Daniel Cohen Brian McCarthy Glenn Shephard Dave Ward Gerard Kapuscik (alternate)	Doug Graham Russ Olsen John Tolson Grahame Watts Jackie Nuñez (alternate)	Louise Lampara Chris Rosa Maggie Tougas Matt Wyatt
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Other Attendees:

Bonnie Luke Eileen Connors	Kate Bader Dan Wall	Rob Flaner Dylan Gunning	Megan Brotherton Jeffrey Garcia
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Meeting Summary:

Item No.	Description	Action item(s):
1	<p>Welcome</p> <ul style="list-style-type: none"> • Start Time: 1:01 pm • Public Comment Period <ul style="list-style-type: none"> ○ No comments • Review of November 10, 2021 Meeting Minutes (Approve for Public release) • Review Agenda • Message from Bonnie Luke <ul style="list-style-type: none"> ○ This is the final Steering Committee Meeting ○ Thank you again to all of the Steering Committee members, planning partners, and other stakeholders and interested parties who have participated in the SC meetings over this past year and helped guide the planning process that Tetra Tech has ushered us through. It has been daunting at times, but your commitment, insights, and passion for assisting in making this plan update happen have been invaluable, and are sincerely appreciated. I will make sure that everyone gets an email update once the document is 1) ready for release for public comment, 2) when we submit to CalOES/FEMA and 3) get ready to seek Board approval. Thank you! 	<ul style="list-style-type: none"> • John Tolson made a motion to accept the 11/10/21 meeting minutes and seconded by Maggie Tougas. • No objections.
2	<p>Progress Since November</p> <ul style="list-style-type: none"> • Planning Partner annexes completed and revised 	

	<ul style="list-style-type: none"> • Volume II was completed and reviewed by Planning Partners • Presentation to Emergency Planning Council • StoryMap updated • Hazard ranking dashboard • Risk assessment completed • Includes impact to people, property, and the economy • Hazard maps completed • Identifying hazard areas on a Countywide and municipal scale • Volume I completed and reviewed internally 	
<p>3</p>	<p>Presentation of Draft Plan</p> <ul style="list-style-type: none"> • Both volumes are laid out to meet the requirements under 44 CFR 201.6 and DMA 2000, and to facilitate an efficient review by Cal OES and FEMA • Volume 1 <ul style="list-style-type: none"> ○ This volume is the regional piece that applies to everyone. ○ Executive Summary should be used when jurisdictions meet with their council or board members to adopt the HMP. ○ Each Planning Partner will adopt Volume 1 and their annex in Volume 2. ○ Part 1 – Background and Methods ○ Part 2 – Risk Assessment ○ Part 3 – Mitigation Plan • Volume 2 <ul style="list-style-type: none"> ○ Planning Partner Annexes ○ If Planning Partners want to make any substantive changes, this needs to be done before the public comment draft is released. These would include changes to actions or risk ranking. ○ Some jurisdictions coordinated their action plans during the plan development process. • Tetra Tech will provide a staff briefing packet to each jurisdiction to assist with plan adoption. • If cities need to have their planning department review the plan before adoption, schedule it simultaneously with the Cal OES and FEMA review. • After FEMA issues APA (approval pending adoption), jurisdictions will return their adoption resolutions to Tetra Tech. These will be sent in batches to FEMA. The 5-year HMP expiration date will be based on the date of the first resolutions. Cal OES wants to see the County approve it first. 	
<p>3</p>	<p>Draft Plan Review Method</p> <ul style="list-style-type: none"> • Survey Monkey is being used as the public comment tool. • The Survey Monkey link and QR code will be issued with the press release for the public review period. All stakeholders are encouraged to distribute the links to the plan review tool. 	

	<ul style="list-style-type: none"> • Respondents can access the comment tool multiple times if needed. It is set up to allow for unlimited text input. • Each comment field corresponds to a chapter in the plan. • Draft Plan Comment Suggestions: <ul style="list-style-type: none"> ○ Begin with the Executive Summary to get an overview of the draft plan ○ Then focus on sections that are most applicable to your department, agency, municipality, interests, etc. ○ Productive comments include: <ul style="list-style-type: none"> ▪ Facts and statistics ▪ Name changes ○ Unproductive comments that will not alter the plan include: <ul style="list-style-type: none"> ▪ Formatting and font style changes ▪ Implementation of actions ▪ Personal opinions 	
4	<p>Next Steps</p> <ul style="list-style-type: none"> • Completion of English public comment draft • Translation of public comment draft into Spanish • The 3-week public comment period • Plan revision / final draft • Submittal to Cal OES for review • FEMA review to obtain APA (approval pending adoption) • Plan adoption by Board of Supervisors and Planning Partners • Steering Committee members will receive plan updates via email following the public comment period. 	
5	Adjourn	1:55 pm