



Warren County
Hazard Mitigation Plan Update
Meeting Notes



Purpose of Meeting:	Steering Committee Meeting
Location of Meeting:	Virtual Teams Meeting
Date of Meeting:	March 8, 2023, 10:00 am

Attendees:

Ann Marie Mason	Director, Warren County Office of Emergency Services (OES)
Jim Lieberum	Warren County SWCD, District Manager, HM Coordinator
Sara Frankenfeld	GIS Coordinator, Warren County
Laura Moore	Town of Queensbury, Land Use Planner
Dan Barusch	Town/Village Lake George, Planner
Ashley Rivers	Warren County Office of Emergency Services
John Gibb	Contingency Management Consulting Group
Laura Stebbins	Director of Emergency Preparedness, Glens Falls Hospital
Don Lehman	Warren County Public Information Officer
Sandra LeBarron	Director of Environmental Health and Safety, Finch Pruyn
Cynthia Addonizio-Bianco	Tetra Tech, Inc.

Agenda Summary: Purpose to provide a brief progress report and address pending action items.

Item No.	Description	Action item(s):
1	<p>Opening Remarks/Progress Report</p> <ul style="list-style-type: none"> • Meeting started at 10:05 am • Cynthia Addonizio-Bianco, Tetra Tech (Tt), welcomed participants and noted the key agenda items and she provided a progress update as summarized in the attached PowerPoint presentation. • The process continues to be on track for plan submittal to FEMA in August 2023. • The majority of data to support the hazard mitigation plan (HMP) development has been received, with the receipt of the National Flood Insurance Program (NFIP) data pending processing by FEMA. 	
2	<p>Progress Report</p> <ul style="list-style-type: none"> • Risk Ranking worksheets due today. To date the communities that have submitted include: <ul style="list-style-type: none"> ○ Town of Lake George ○ Village of Lake George <ul style="list-style-type: none"> ○ Town of Hague - In progress ○ Town of Lake Luzerne - Requested clarification and noted worksheets in progress ○ Town of Chester - Complete and awaiting supervisor review ○ Town of Queensbury - In progress 	



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	<ul style="list-style-type: none"> • Assistance offered to the following communities via Mr. John Gibb: <ul style="list-style-type: none"> ○ Town of Chester ○ Town of Glens Falls ○ Town of Horicon ○ Town of Johnsburg ○ Town of Queensbury. 	
3	<p>Pending Action Items</p> <ul style="list-style-type: none"> • High Hazard Dam Information. Warren County OEs confirmed that dam inundation areas will be deemed confidential information and available at the Office of Emergency Services on an as needed basis. • Collection of localized flooding information. Warren County SWCD, OES, and GIS affirmed that the collection of localized flood impacts will be a collaborative mitigation action to be included in the hazard mitigation plan. • Receipt of National Flood Insurance information. Warren County OES confirmed that FEMA has provided this information. This will be incorporated into the hazard mitigation plan to assist with the identification of mitigation strategies. • Surveys targeting the public, neighboring counties, agencies, and businesses are live and will be used to provide additional input to the plan to support the identification of mitigation actions. Warren County PIO will perform another media blast to support a robust response to the surveys. To date sixty-nine responses have been received for the public survey. This represents an 87% completion rate with an average of 9 minutes to complete the survey. Respondents identified thirty areas vulnerable to hazard of concern. • Tt reminded committee members to document any time spent to attend HMP meetings, to provide input, or to provide information to their constituencies to ensure their efforts are included in the documentation to comply with grant requirements. • The public HMP website (https://www.warrencountynewyorkhmp.com) has been updated with meeting dates and meeting documentation. The public draft will be located on this site for public review. • Tetra Tech reminded steering committee members to access the project OneDrive site to review draft plan sections and to provide input, as necessary. 	<p>Warren County Public Information Officer to</p> <p>Tetra Tech to analyze NFIP data for inclusion in the HMP process and plan.</p>
6	<p>Upcoming Meeting</p> <ul style="list-style-type: none"> • Mitigation Strategy Workshop – March 15, 2023 (<i>Optional for Steering Committee members not affiliated with a municipality.</i>) 	



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7	Next Steps <ul style="list-style-type: none">• Populate adjusted results municipal annexes• Planning Partnership Risk Assessment Meeting: February 15, 2023• Continue to engage the public• Work with the municipalities to develop mitigation strategy/actions• Mitigation Strategy Workshop with FEMA and NYSDHSES – March 15, 2023	
7	Conclusion - The meeting concluded at 10:38 am.	