

# Tillamook County MJNHMP Update

## Steering Committee Meeting

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Monday, June 6, 2016  
1:00 – 4:00 PM

Tillamook County Public Library, Hatfield Room  
1716 3<sup>rd</sup> Street, Tillamook, OR 97141

### NOTES

#### Attended:

- Mark Labhart, Commissioner, Tillamook County
- Bill Baertlein, Commissioner, Tillamook County
- Rachel Hagerty, Legal Secretary, Tillamook County Board of Commissioners
- Isabel Gilda, Administrative Assistant, Tillamook County Board of Commissioners
- Gordon McCraw, Director, Tillamook County Emergency Management
- Liane Welch, Director, Tillamook County Road Department
- Sarah Absher, Community Development Planner, Tillamook County
- Angie Cherry, City Planning Secretary, City of Bay City
- John O'Leary, City Manager, City of Garibaldi
- Jerry Taylor, City Manager, City of Manzanita
- Melissa Thompson-Kiefer, City Recorder, City of Nehalem
- Luke Shepard, Director, Rockaway Beach Public Works Department
- Paul Wyntergreen, City Manager, City of Tillamook
- Stevie Burden, Mayor, City of Wheeler
- Geoff Wullschlager, City Manager, City of Wheeler
- Kate Skinner, District Forester, Oregon Department of Forestry
- Tilda Jones, Tillamook Bay Habitat and Estuary Improvement District
- Patrick Wingard, North Coast Regional Representative, Oregon Department of Land Conservation and Development
- Laren Woolley, Coastal Specialist, Oregon Department of Land Conservation and Development
- Marian Lahav, Natural Hazards Planner, Oregon Department of Land Conservation and Development

The meeting began a few minutes after 1:00 with a welcome and introductions. Tillamook County and all seven cities were represented.

Marian began a PowerPoint presentation with a brief discussion of the benefits of having a natural hazards mitigation plan (NHMP, Plan) and the status of the current Tillamook County Multi-Jurisdictional NHMP. While not mandatory, a FEMA-approved NHMP is a pre-requisite for receiving pre- and post-disaster mitigation funding from FEMA. NHMPs also help communities identify and understand their vulnerabilities to natural hazards and take action to increase safety and resiliency. The current Plan expires in April 2017. Due to some process delays, we will not meet that deadline. We are scheduled to finish and obtain FEMA approval no later than September 30, 2017. However, should the County or cities suffer a disaster after the Plan expires, as long as we are making good progress in the update, the cities and County will remain eligible to apply for post-disaster mitigation funding from FEMA.

We affirmed the communities' agreement to continue with a multi-jurisdictional plan. Marian also explained that FEMA recently identified that Special Districts in Oregon also will need NHMPs to access FEMA mitigation funding. To begin, we will contact the Ports in Tillamook County to ascertain whether they are interested and would like to participate in the update process to provide the basis for developing their own NHMPs or addenda to the updated Plan.

At this point we deviated from the presentation and delved into the composition of the Steering Committee and the Technical Advisory Committee. The Steering Committee consists of a member and alternate from Tillamook County and each of its cities. Members are elected officials and alternates city managers, planning directors, or other appropriate staff. Sarah Absher, Community Development Planner will be replacing Bryan Pohl, Community Development Director as Tillamook County's alternate. After Commissioner Labhart retires at the end of this year, Commissioner Baertlein will replace him as Chair of the Steering Committee. The Steering Committee decided to invite the Ports and Oregon Department of Forestry (ODF) to participate as members of the Steering Committee. *(Note: After the meeting, ODF declined the invitation to serve on the Steering Committee and will remain on the Technical Advisory Committee.)*

The Steering Committee also reviewed the draft list of Technical Advisory Committee members and decided to (1) add the Tillamook Bay Habitat and Estuary Improvement District, a non-profit, and Special Districts; and (2) remove Deb Wilkins, District Ranger for the Siuslaw National Forest Hebo Ranger District and Stimson Lumber. In addition, the Steering Committee suggested moving the Fire Chiefs to the Emergency Management section.

Marian led a discussion on the content of the Plan. It has two main components: Risk Assessment and Mitigation Strategy. The Risk Assessment includes information on the hazards the jurisdictions face; the probability of their occurrence and vulnerabilities to them. The Oregon Department of Geology and Mineral Industries (DOGAMI) has a grant from FEMA to develop some risk assessment data for Tillamook County and its cities which will form the basis of much, but not all, of the Risk Assessment.

The Mitigation Strategy addresses the risk described in the Risk Assessment by establishing mitigation goals and identifying and prioritizing actions for meeting them. It also describes the capabilities of the jurisdictions for accomplishing the mitigation actions and sets up a system for maintaining the plan and integrating it with the jurisdictions' comprehensive plans and related plans and programs. The Oregon Partnership for Disaster Resilience has a grant from FEMA to review Tillamook County's code and recommend revisions for increasing disaster resilience. This information will be used to inform the Mitigation Strategy and assist with integration. DLCD has committed to assisting the County and cities with integration after the Plan is adopted and will provide similar information for the cities in the course of doing so. Finally the Plan contains documentation of the NHMP update planning process.

Next, we turned our attention to the content of the draft Memorandum of Agreement (MOA). Because no cash is changing hands, the purpose of the MOA is to establish the scope of the project and clarify roles and responsibilities. Nonetheless, the grant requires a 25% cost share. Tillamook County and its cities will provide cost share through in-kind services. The cost share must be documented on the form provided by DLCD. The Steering Committee reviewed the cost share form and questioned how to handle reporting when there is no timesheet to document hours or rate, and how to value volunteer hours. Marian will find out and report back.

Marian emphasized a very important point: Due to the terms of the grant that is funding this work, the project must culminate in a locally-adopted and FEMA-approved NHMP. Therefore, each jurisdiction must commit to adopting the Plan. For that reason it is necessary to engage with elected officials and stakeholders throughout the Plan process to gain buy-in and ensure the final product is acceptable to each jurisdiction.

Marian also explained that due to the process delays in getting started, we need FEMA to approve an extension of time to finish the Plan. The State Hazard Mitigation Officer will be requesting the extension and expects it to be approved. The timelines for the project in the MOA are based on receiving that approval.

We discussed the County's and cities' responsibilities with respect to providing public information and notices about the project as well as website posting. The County will provide a robust web presence for the

project. The jurisdictions with limited web capability will post a link to the County webpage. The Steering Committee asked and Marian agreed to provide scripts for the jurisdictions' notices or postings.

The Steering Committee requested a few edits to the MOA: (a) add the Ports and ODF to the Agreement; (b) change the Mayor of Nehalem from Dale E. Stockton to Bill L. Dillard; (c) delete DLCD's document tracking header; and (d) change the title of Task 1.2 from Community Partners Committee to Technical Advisory Committee. *(Note: After the meeting, ODF declined the invitation to serve on the Steering Committee and therefore was not added to the MOA. The Ports will be added when they have had an opportunity to consider whether they would like to participate and serve on the steering committee.)* The Steering Committee did not anticipate any issues with executing the MOA. Marian will send an electronic copy of the MOA to each jurisdiction. Patrick will help coordinate with the Ports of Tillamook Bay, Garibaldi, and Nehalem.

That discussion led to review of the draft Public Engagement Plan. The Nehalem Valley Emergency Volunteer Corps was mentioned as a great partner for north county communities. The Steering Committee deleted "thoughtful and" from Goal B and added "underrepresented populations" to the list of "public" to whom they will reach out in Policy E. In considering potential public engagement strategies, the Steering Committee decided that media releases would not be issued to television stations and closed circuit local public television would not be used. Meetings would not be streamed live online, nor archived for later viewing. Creating a FaceBook page for the project was raised, but not approved. Information about upcoming meetings could be inserted into water bills.

The next item was reviewing the draft project schedule. Marian explained that the proposal was for her to work with the Technical Advisors to produce portions of the Risk Assessment then present it to the Steering Committee for review and approval with final approval of the draft in early to mid-December, prior to formal public review. The Steering Committee would take the major role in drafting the Mitigation Strategy starting in January 2017. Mayor Burden of Wheeler questioned whether the proposed process would serve well for developing mitigation actions for each jurisdiction. Marian will consider the question and respond.

There was a brief discussion of how the cities' addenda vary from the county's plan. Marian responded that essentially, the County section contains information common to all the jurisdictions and specific to the area outside the cities. The cities' addenda contain information unique to each jurisdiction.

Marian mentioned that FEMA's Risk MAP program is in the process of updating Flood Insurance Rate Maps for the County and would like to combine their meetings with ours to the extent feasible to help minimize meeting time for everyone. FEMA is considering combining with one of our meetings in early 2017.

The Steering Committee voiced a preference for meetings on Tuesdays or Thursdays, and to a lesser extent Fridays. Mondays and Wednesdays are not good days to meet.

The meeting was adjourned at 3:40.