



Champaign County Hazard Mitigation Plan Planning Team

Date: April 2, 2009
Time: 10:30 a.m.
Place: Regional Planning Commission
Lyle Shield Rm
1776 East Washington Street
Urbana, IL 61802

Minutes Approved as Distributed

Members Present: Bill Keller (Chairperson), Bonita Burgess, Steve Clarkson, Dan Culkin, John Dwyer, Tony Foster, Jeremy Leevey, Rob Kowalski, Bob Mahrt, Todd Short

Members Absent: John Barker, Robert Myers

CCRPC Staff: Susan Monte, Beth Brunk

MINUTES

1. Call to Order and Roll Call

Mr. Keller called the meeting to order at 10:35 a.m. Roll was taken by written record and a quorum was declared present.

2. Approval of Agenda

There being no changes or additions, Mr. Clarkson made the motion to approve the agenda as distributed. Mr. Short seconded the motion. Upon vote, the motion carried unanimously.

3. Approval of Minutes –

A. February 5, 2009

There being no changes or additions, Mr. Clarkson made the motion to approve the minutes as distributed. Mr. Kowalski seconded the motion. Upon vote, the motion carried unanimously.

4. Project Status

Ms. Monte stated that the project is on schedule. The last HMG Planning Team meeting will be in May. There will also be an evening meeting scheduled for 5/11/09, for public input. Ms. Monte explained that this grant requires two definitive opportunities for public participation during the project and encouraged the Planning Team Members to attend. After the input from today's meeting, Ms. Monte anticipates the final draft will be ready for in-house review on 4/14/09. Then, the final draft will be distributed to the members for their review on 4/27/09.

5. New Business

A. Mitigation Strategies

B. Community-Specific Recommended Action Items

Ms. Monte distributed two hand-outs to the members. The first was a list of mitigation actions specific to each jurisdiction. Per FEMA stipulations, each action item needs to identify which hazard(s) it applies to and the type of development affected (new, existing or both). The other hand-out was a "Prioritization" score sheet to evaluate each jurisdiction's action items. Additionally, Ms.

Monte explained that each action should have a person designated as the responsible party. At this point in the process, Ms. Monte asked the members to combine into small groups to discuss and evaluate the hand-outs. Ms. Burgess and Mr. Short teamed together since academic institutions have different hazard mitigation requirements than municipalities. Since the City of Urbana already has adopted a Hazard Mitigation Plan, Mr. Foster should review his list as an update to the existing plan. Feedback from the small group discussion will help Ms. Monte refine the final draft.

C. HMP Plan Maintenance Process

After 40 minutes, Ms. Monte brought the members back together to discuss the maintenance process of Stage 4. In 2008, FEMA mandated that the Hazard Mitigation Plan must be updated every 5 years. A vital part of the update is public notification usually via a website. Ms. Monte suggested that the Committee meet yearly to monitor the plan to discuss what worked and what failed. The initial body that comprised the HMP Planning Committee will be the individuals that continue to monitor the plan. Mr. Keller recommended that the group use a 2-year cycle to coincide with the mandatory review of FEMA's Emergency Operation Plan. Ms. Monte reiterated that the HMP plans she reviewed implemented an annual review. With a month notice, Mr. Clarkson agreed that an annual meeting to update action plans could be done.

6. Public Participation

None

7. Other Business

None

8. Adjournment

Mr. Foster made a motion to adjourn. Mr. Clarkson seconded the motion. Upon vote, the motion carried unanimously. There being no further business, Mr. Keller adjourned the meeting at 11:24 a.m.