



MINUTES

Pinellas County
Local Mitigation Strategy (LMS) Work Group
Quarterly Meeting
November 20, 2008, 10:00 a.m.
Tampa Bay Regional Planning Council
4000 Gateway Centre Blvd. Suite 100
Pinellas Park, FL 33782

- Welcome and Introductions – Ed McKenzie, Vice-Chair
- Overview of Timeline and Deliverables – Betti Johnson reviewed the revised [timeline/deliverables \(posted at http://www.pinellaslms.org/plan-update.htm \)](http://www.pinellaslms.org/plan-update.htm). We have two deadlines which are affecting the schedule. The first is our annual update due in January which requires a letter to DEM acknowledging our meetings, the updated Appendix 1 (Hazard and Vulnerability Analysis) and our updated list of Projects (Appendix 9). The rest of the schedule is the time we have to prepare the 5-year update of the LMS following the new federal guidelines. The new LMS must be approved by the State, FEMA and adopted by each jurisdiction. Backing out the review times and the times necessary for adoption, it doesn't leave much time to complete the planning work.
- A letter will be going out to all chief elected officials explaining the benefit of the LMS, the update process and schedule and inviting all jurisdictions to participate. [The letter is posted at http://www.pinellaslms.org/plan-update.htm](http://www.pinellaslms.org/plan-update.htm).
- Please pay particular attention to the deliverables highlighted in yellow (Input from membership) as these items are "homework" for the Working Group membership and require your attention/update. They include:
 - Appendix 5 (Mitigation Policies, Programs and Regulations) – due Jan. 15th,
 - Appendix 6 (Departmental Mitigation Function) – due Jan. 15th,
 - Appendix 8 (Priority Procedures) – due Dec. 18th,
 - Appendix 9 (Mitigation Initiatives, i.e. Projects list) – due Dec. 18th; and
 - Appendix 10 (Accomplishments – due Jan 15th)
- Deliverables for Annual Update (Due January 2009)

- Appendix 1 – Hazards Vulnerability Analysis
 - The revised Appendix 1 will soon be posted on the website for your review. In the meantime take a look at the **Multi-Jurisdiction Vulnerability Analysis** (posted at <http://www.pinellaslms.org/plan-update.htm>) and make sure you concur with the rankings for each hazard your community may face.
- Appendix 2 – Workgroup Members
 - The updated Work Group Membership List is posted on the website. Please make sure your contact information is correct and make any suggestions for additional members by contacting Ed McKenzie with Emergency Management.
- Appendix 8 – Project Ranking
 - Review the new Project Ranking Methodology when it is posted and make any comments. We anticipate adopting the new methodology at the December meeting.
- Appendix 9 – Mitigation Projects and Ranking
 - The January 2008 Project List is on the website. Please review and update by contacting Ed McKenzie. Once the Sharepoint Site is up, the List will be posted and you will be able to make your changes directly into the document.
- Discussion/ Templates from Subcommittee:
 - Appendix 5 – Programs, Policies, etc.
 - The list of current Mitigation Programs, Policies and Regulations is posted on the website. The Template is under 2009 Update \ 'In Progress'. Pinellas County Planning Department has completed their section. If you want to see what they did, click on their file under the 'Complete' heading.
 - Appendix 6 – Departmental Responsibilities
 - Just review the existing section for now. The Working Group may have a subcommittee work on a template which would describe comprehensive multi-jurisdictional county-wide mitigation initiatives. In discussions after the meeting, it was felt that there are many current programs that have not been identified. Pam Bell with Pinellas Community Development will work with Betti to develop a template and comprehensive list of county-wide programs. Local programs can then be identified and added.

- Appendix 4 – Goals and Strategies
 - A subcommittee will meet before the December meeting to proposed new LMS Goals, Objectives and Action Items. The new FEMA requirements for our LMS plan are more extensive. It is expected that the LMS Working Group will discuss in December and review/approve in January.
- Subcommittee Meetings will be scheduled upon contact with the volunteers. The LMS Goals Subcommittee will meet before the next meeting. The Public- Private Subcommittee will meet in January. **The list of subcommittees is posted at <http://www.pinellaslms.org/plan-update.htm>**
 - LMS Goals/ Action Plan Subcommittee (Appendix 4)
 - Public Private Coordination Subcommittee (Appendix 7)
 - Public Outreach Subcommittee
 - This is an important element of the planning process. It was suggested that a subcommittee be identified to work with the County PIO/ Communications Committee. Betti will make contact with Tom Iovino with the County.
- LMS Website and Sharepoint Update – Ed McKenzie, Vice Chair
 - The Sharepoint Site on the existing website will be up soon. Ed will forward access information to the committee membership.
- Next meeting: December 18, 2008 at 10:00 a.m.
- Adjourned at 11:15 a.m.