



## Chapter 2: Planning Process

For the 2010 plan update, the Mitigation Advisory Committee (MAC) held six in-person meetings and multiple conference calls during the plan update process. The dates and the description of the activities at these in-person meetings are below, and each meeting was organized and facilitated by the contractor, Dewberry, LLC. Meeting sign-in sheets are located in Appendix C.

Date	Meeting Purpose
December 4, 2009	Project Kickoff Meeting
January 15, 2010	Hazard Identification and Risk Assessment Phase I
July 12, 2010	Hazard Identification and Risk Assessment Results and Capability Assessment Briefing
August – September (Jurisdictional Visits)	Mitigation Strategies
October 18, 2010	Mitigation Actions Meeting
January 27, 2010	Draft Plan Conference Call

### *Kickoff Meeting*

The update of the 2006 Northern Virginia Hazard Mitigation plan began with data collection. A kick-off meeting was held on December 4, 2009, with representatives from various counties and cities in the planning region in attendance. A list of participants for each committee meeting can be found in Appendix C. At the kickoff meeting, the planning process was discussed in detail, along with the proposed schedule of deliverables. Additionally, the committee was asked to review the list of hazards in the 2006 plan and determine if the list should carry over as-is to the 2010 plan, or if changes were necessary.

Following the kickoff meeting, community, county, State, and Federal resources were identified and contacted to collect pertinent policy and regulatory information from each of the jurisdictions. This information included comprehensive plans, zoning ordinances, development ordinances, and building codes. Dewberry collected information about natural hazards including past occurrences and projected frequencies of future occurrence and the anticipated risk, where available.

### *Hazard Identification and Risk Assessment Meeting*

A second meeting was held on January 15, 2010, to discuss the goals and vision of the plan's HIRA section. The HIRA process involved analyzing the region's greatest hazard threats and determining its most significant vulnerabilities with respect to natural hazards. Risk was determined by looking at the total threat and vulnerability for all of the jurisdictions for each hazard identified by the MAC. The HIRA was performed in large part using GIS data from the participating jurisdictions, HAZUS<sup>MH</sup> (a GIS-based FEMA loss estimation software), and State sources. At the HIRA results meeting in July 2010, the MAC reviewed the draft HIRA.



### *Hazard Identification and Risk Assessment Results Meeting*

The hazards initially identified in the 2006 plan were discussed and re-prioritized at the July meeting. Using the new prioritization, updates were made to the HIRA.

Simultaneous to conducting the HIRA, Dewberry also assessed the mitigation capabilities of the jurisdictions in the planning region. A capability assessment was performed whereby the existing programs and policies addressing natural hazards were reviewed. A thorough analysis of the adequacy of existing measures was performed, and potential changes and improvements were identified. The committee reviewed the capability assessment at the second HIRA meeting conducted July 12, 2010.

### *August – September Jurisdictional Meetings*

Following the HIRA Results meeting on July 12, each county and city held a meeting to develop jurisdiction-specific mitigation actions. The attendees of these meetings included county and city department representatives and town representatives at the county meetings where appropriate. The first part of each meeting included an overview of the HIRA results, followed by the development of mitigation actions.

### *Mitigation Actions Meeting*

Next, the committee worked to identify and develop potential regional mitigation actions for implementation at the October 18, 2010, Strategies meeting. The MAC considered issues related to potential damage from hazard events within the region and evaluated the 2006 projects and helped draft an action plan that specifies recommended projects, who is responsible for implementing the projects, and when they are to be completed.

### *Draft Plan Meeting*

A draft plan conference call meeting was held on January 27, 2011, where the MAC discussed the draft plan in its entirety and the changes they thought should be made prior to the final draft plan submission to VDEM. Additionally, the committee discussed the public outreach methods being explored and executed within the various jurisdictions. For a detailed explanation of the public outreach methods, see Section II below.

The region will continue to implement the plan and perform periodic reviews and revisions through on-going MAC reviews and revisions. The Arlington County Office of Emergency Management will organize an annual planning review of the mitigation plan, and public meetings will be held during the five-year review/update period.

## **I. Mitigation Advisory Committee**

The planning region convened an advisory committee comprised of representatives from various participating jurisdictions. The MAC worked with the Dewberry team and provided input at key stages of the process. Efforts to involve municipal, city, and county departments and community organizations that might have a role in the implementation of the mitigation actions or policies included invitations to attend meetings and serve on the MAC, access to the project website, e-mail updates, strategy development workshops, plus opportunities for input and comment on all draft deliverables.



The following members were a part of the MAC and were chosen by their respective jurisdictions to participate in the development of this plan:

<b>Member</b>	<b>Jurisdiction</b>
David Morrison	Arlington County
Joanne Hughes	Arlington County
Charlie McRorie	City of Alexandria
Ken Rudnicki	City of Fairfax
Walter English	City of Fairfax
Dan Ellis	City of Falls Church
John O’Neal	City of Manassas Park
Elizabeth McKinney	Fairfax County
Kevin Johnson	Loudoun County
Alexa Hussar	Prince William County
Pat Collins	Prince William County
Beth Brown	Virginia Department of Emergency Management
Amy Howard, Debbie Messmer	Virginia Department of Emergency Management

## **II. Public Involvement and Citizen Input**

An important component of this planning process is the opportunity for the general public to provide input. Individual citizen and community-based input provided the planning team with a greater understanding of local concerns and increased the likelihood of successfully implementing mitigation actions by developing community “buy-in” from those directly affected by the decisions of public officials. As citizens become more involved in decisions that affect their safety, they are more likely to gain a greater appreciation of the natural hazards present in their community and take the steps necessary to reduce their impact. Public awareness is a key component of any community’s overall mitigation strategy aimed at making a home, neighborhood, school, business, or city safer from the potential effects of natural hazards. This public outreach effort was also an opportunity for neighboring jurisdictions, agencies, businesses, academia, nonprofits, and other interested parties to be involved in the planning process. Local jurisdictions included Community Emergency Response Teams (CERTs), the American Red Cross, and Citizen Corp groups in planning meetings and presentations for this plan update. A complete list of public outreach initiatives can be found below; however, it should be noted that many jurisdictions chose to have public outreach meetings following conditional approval of this plan.



The following lists include an explanation of the public outreach efforts accomplished by each participating jurisdiction. This section is considered a work-in-progress and will be completed by formal adoption.

#### *Arlington County*

- The Plan has been posted for review and comment on the county's website.
- The Plan project has been presented to the county commission which addresses emergency management issues

#### *Fairfax County (including the Towns of Clifton, Herndon, and Vienna)*

- The County and Towns posted the draft plan at [www.fairfaxcounty.gov](http://www.fairfaxcounty.gov) for public comment and review. Please see Appendix H for a screenshot example.
- The County also posted a link to the Plan on their Twitter and Facebook pages, advertising that public review and comments were welcome.
- Fairfax County additionally sent out a newsletter to a group of businesses and non-profits that are part of the Emergency Support Function-15 Council of Governments group, advertising that the Plan was being updated and it could be accessed on the county website.
- The Office of Emergency Management (OEM) also included the link to the Plan in a monthly newsletter that is distributed to all county agencies and partner agencies.
- OEM's Outreach Coordinator also included the Plan update information in a monthly newsletter which is distributed to groups such as Fairfax County Citizen Corp Groups.
- Lastly, the County also utilized its daily newsletter "Newswire," which is circulated to all county employees, elected officials, and partner agencies, and the Tyson's Corner Security Officers Association.

#### *Loudoun County (Including the Towns of Leesburg, Middleburg, Purcellville, and Round Hill)*

- A link to the draft plan will be posted to the OEM website, which is [www.loudoun.gov/oem](http://www.loudoun.gov/oem), in the summer of 2011.
- OEM will coordinate the set-up of our display board at the government center depicting the hazard maps, vulnerability analysis, and opportunity for the public to provide input. A "do you want to know more?" tag line routing citizens to the website will be added.
- OEM will coordinate with the Loudoun County Public Information Office to distribute messages on Twitter and Facebook announcing the project and directing residents to the website.

#### *Prince William County (including the Towns of Dumfries, Haymarket, Occoquan, and Quantico)*

- A link to the draft plan will be posted on the county website for review and comment by the public during the summer of 2011.
- The County posted information about the plan being available for review by the public on their local cable channel.

#### *City of Alexandria*

- The City will post a link to the draft plan on their Emergency Management website, requesting that the public review and comment on the plan during the summer of 2011.



- The City printed a hard copy of the plan and displayed it at the Beatley Central Library on 5005 Duke Street for the public to review and comment.

#### *City of Fairfax*

- On January 5, 2011, the City of Fairfax OEM presented an overview of the draft 2010 Northern Virginia Hazard Mitigation Plan to its Community Emergency Response Team. A copy of this presentation can be found in Appendix H.
- The City posted a link to the draft plan on their Emergency Management website, requesting that the public review and comment on the plan. A screenshot can be found in Appendix H.

#### *City of Falls Church*

- Upon receiving the final document the City will provide public outreach via the City website, Facebook, and eFocus (newsletter).
- Upon receiving the final document the City will provide public outreach via eFocus (newsletter).

#### *City of Manassas*

- The City intends to post the Plan to the City website during the summer of 2011. Contacts have been made with television media to promote the plan through a news story.

#### *City of Manassas Park*

- The City posted the plan on its website on February 16, 2011. A screenshot of this website can be found in Appendix H.
- The Plan will be featured on the City's cable channel.
- Presentations were made to the Citizen Corps organizations within the city, as well as CERT.

### **III. Incorporation of Existing Plans and Studies**

The Plan incorporates information from a number of other previously produced plans, studies, and reports. These documents include:

- Commonwealth of Virginia Hazard Mitigation Plan, 2010
- Critical Infrastructure Protection in the National Capital Region, 2005
- National Capital Region Hazard Identification and Risk Assessment, 2007
- National Capital Region Strategic Hazard Identification and Evaluation for Leadership Decisions (NCR SHIELD), 2008.