

Steering Committee Meeting #1
MEETING SUMMARY AND RESPONSE TO ZOOM CHAT QUESTIONS
Approved by Steering Committee on March 22, 2021

Date/Time of Meeting:	Monday, February 22, 2021, 2:00 PM
Location:	Digital
Subject:	Steering Committee Meeting No. 1
Project Name:	San Mateo County Multi-Jurisdictional Local Hazard Mitigation Plan Update
In Attendance	Steering Committee: Dan Belville (Co-Chair), Rita Mancera (Co-Chair), Andrew Bielak, David Cosgrave, John Gamez, Robert Hall, Terence Kyaw, Ben’Zara Minkin, Ever Rodriguez, Violet Saena, Amelia Timbers, Sandra Winter Core Planning Team: Ann Ludwig, Rumika Chaudhry, Marcus Griswold, Hilary Papendick, Joe LaClair, Carolyn Bloede, Rob Flaner, Bart Spencer, Carol Baumann, Jeana Wiser, Des Alexander Public Participants: Joel Abelson, Elizabeth Lam, Suzanne Avila, Lynne Bramlett, Rene Ramirez, Robert Hall, Ron Mussman, Ken Anderson Sr., Corie Stocker, Dave Pucci, Nicole MacDonald, Kacey Treadway, Robert Hall, Joel Abelson, Chuck Lax, Jeremy Dennis, Martin Quan, Geoff Balton, Mandy Brown, Jeff Norris, Patrick Halleran, Hannah Doress, Randy Breault, Greg DaCunha, Brandon Stewart, Terence Kyaw, Jeana Gomez, Deborah Hirst, Khee Lim, Brian Henry, Matt Powleson, Vince Garcia, Makena Wong, Bill Euchner, Dena Gunning, Bill Reilly, Jessica Manzi
Not Present:	<i>Belen Seara</i>
Summary Prepared by:	Des Alexander
Quorum – Yes or No	Yes

MEETING SUMMARY

Welcome and Introductions

- Dan Belville welcomed all guests to the 1st Steering Committee meeting and asked Steering Committee members to introduce themselves.
- Dan Belville reviewed the agenda.

Project Overview

- Discussion: Overview (Bart Spencer)
 - Core Planning Team (CPT)
 - The CPT includes County staff and Tetra Tech team and will serve as the “bus drivers” of the process. They meet every other week.
 - Steering Committee (SC)
 - The SC will serve as an advisory group to help navigate the MJLHMP process; its members include planning partner representatives, residents, community stakeholders, and emergency management personnel.

- What is mitigation planning and why is it important?
 - Information was provided to the group.
- Work Plan
 - The plan was presented to the group
- Timeline
 - The timeline was presented and discussed by the group.
- Questions
 - No questions from the public or the committee.

Steering Committee Ground Rules

- The committee was presented with the ground rules which they discussed and approved.

Goal Setting

- The goals that had been previously discussed by the CPT were presented to the Steering Committee. They were discussed and direction was provided for the edits offered.
 - Principles
 - *Hazard mitigation* needs to be put in front of “progress” in #7 and there was another comment to add a period to the end of #9.
 - Goals were accepted with discussed edits.
 - #2: “Provide information to residents” was changed to “Engage the whole community” to be more inclusive
 - Numbers are to be removed and replaced with bullets
 - Objectives
 - Given time constraints, the committee agreed to table discussion on objectives until the next meeting.
- Actions: Confirming guiding principles, goals, and objectives
 - Robert Hall moved to approve the principles as edited. This was seconded by Rita Mancera and approved without dissention.
 - Amelia Timbers moved to approve the goals as edited. This was seconded by Andrew Bielak and approved without dissention.
 - Homework for the SC is to review objectives prior to the next meeting and to provide their edits to Ann Ludwig, Project Manager. The CPT will then edit the objectives based on that feedback and provide a new draft to the SC.

Hazards of Concern (Rob Flaner)

- Discussion: Review CPT recommended hazards of concern.
- The committee was presented with the hazards that the CPT had previously discussed. Rob Flaner provided additional information and descriptions of the hazards and answered questions and responded to comments from SC and the Guests.
 - Further discussion tabled at 3:34 PM. This topic will be discussed further at the next meeting.
 - Additional comments should be sent to Ann Ludwig, Project Manager.

Outreach and Engagement Plan (Jeana Wiser)

- Discussion: Outreach and Engagement Plan
 - The committee was presented with the plan and efforts for engaging the public.
 - Jeana Wiser confirmed the Public Workshop is on Thursday, March 25th.

Addressing Equity in the LHMP (Hilary Papendick)

- Presentation of Equity Framework
 - Hilary Papendick discussed that the CPT is developing recommendations to include equity in the LMHMP.
 - Dan Belville said that the CPT will continue discussion and address this and the other questions at the next SC meeting.

Public Comment

- No public comments were provided.

Adjourn

- Occurred at 4:01 PM (16:01)

RESPONSE TO ZOOM CHAT QUESTIONS

	Question from Attendee	Attendee Name	County Response to Question
1	Can you post the LHMP Progress reports for 2018 and later? I only see the 2017 Progress Report posted.	Lynne Bramlet, MPC Ready	The County has uploaded the 2017 and 2018 Annual Reports to the project website. No reports were done in 2019 and 2020.
2	Can you put in the chat a link to the CAL OES reference that requires public input during the upcoming 5 years (after the plan is finalized)?	Lynne Bramlet, MPC Ready	This is not a CalOES requirement; it is a federal requirement specified under section 201.6 (c)(4)(iii), 44CFR that states: The plan must include discussion on how the community will continue public participation in the plan maintenance process.
3	Is there an effort to solicit feedback from some of the larger employers in the County as part of this outreach effort?	Andrew Bielak, Mid-Pen Housing	The Core Planning Team is exploring the development of a business survey and will report back to the Steering Committee in April.
4	I was reviewing the LHMP website prior to the meeting and noticed we are already in Phase 2 in the graphic, is this based on the	Kacey Treadway, SMC Fire District	Phase 2 is based on the project timeline The phases do overlap, but we have moved beyond Phase I and are working on Phase 2 activities.

	project timeline or was it triggered by something?		
5	is the survey for both those who live and work here? The zip code wouldn't be a good indicator in that case, and I didn't see a way to address those who work here or have business here in the survey.	Kacey Treadway, SMC Fire District	The survey in the Agenda Packet is intended for people who reside in San Mateo County. The Core Planning Team is exploring the development of a business survey and will report back to the Steering Committee in March.
6	Will we be provided the slide decks from today?	Dena Gunning, CCFD	Any Annex Partner who would like the slide decks for use in their outreach efforts should contact Ann Ludwig at c_aludwig@smcgov.org
7	Is it by design that question 8 in the draft survey doesn't include an option for text notifications? Specifically thinking about SMC alerts, texting seems essential.	Rita Mancera, Puente	The County added an option for text notifications to the survey.
8	Will this plan include evacuation routes and the requirements of AB 747?	Jessica Manzi, Redwood City	AB 747 applies to LHMPs that are approved after January 1, 2022. This plan will be approved before that date. However, the County is aware of this future requirement and will address it as feasible in this plan.
9	Are workshops multilingual?	Rita Mancera, Puente	Language interpretation services will be available upon request with 48 hours notice. Information about the upcoming workshop and the language interpretation services have been posted on the Events page of the project website.
10	How will census 2020 data be used in this process?	Kacey Treadway, SMC Fire District	The 2020 Census data will not be available in time to use for this plan update. The data is not currently available in a geospatial format suitable to support risk assessment. It is not known at this point when this data will be available for use. The County will proceed with the standard protocol of using the 2010 census data with American Community survey updates.