Clatsop County Multi-Jurisdictional Natural Hazard Mitigation Plan Update

JANUARY 29, 2019 STEERING COMMITTEE MINUTES:
PRE-AWARD KICKOFF/ORGANIZATIONAL MEETING #2
1:30-4pm Boyington Building, 9th & Exchange Street, Astoria, OR 97103
Doors opened at 1pm for meeting sign-in; Meeting began at 1:30pm.

Steering Committee Attendees by Jurisdiction: (Primary and Secondary Representatives; Titles)

Clatsop County: Tiffany Brown, Emergency Management Director
Gail Henrikson, Planning Director

City of Astoria: Rosemary Johnson, Planning Consultant

City of Cannon Beach: Jeff Adams, Community Development Director

City of Gearhart: Absent

City of Seaside: Kevin Cupples, Planning Director
Anne McBride, Emergency Preparedness Coordinator

City of Warrenton: Kevin Cronin, Community Development Director

Arch Cape Water and Sanitary Districts: Ron Schiffman, Chair

Cannon Beach RFPD: Matt Reckman, Division Chief

Clatsop Community College: Joanne Zahn, Vice President
Stephanie Homer, Special Projects Coordinator

Falcon Cove Beach Domestic Water Supply District: Charles Dice, Secretary

Knappa-Svensen-Burnside RFPD: Absent

Lewis and Clark RFPD: Jeff Golightly, Fire Chief

Port of Astoria: Jim Knight, Executive Director

Seaside School District: Chuck Loesch, Building Maintenance

Sunset Empire Transportation District: Jeff Hazen, Executive Director
Paul Lewicki, Chief Operating Officer

Other Attendees:
Tom Bennett (Public Information Officer, Clatsop County)
Michael J. Summers (County Engineer, Clatsop County)
Alejandro Banque (GIS Project Planner, Clatsop County Public Works)
Pamela Wev (District 3 County Commissioner, Clatsop County)
Monica Steele (Interim County Manager, Clatsop County)
Matt Phillips (Lieutenant, Clatsop County Sheriff’s Office)
Yvonne Van Nostran (Environmental Health Specialist, Clatsop County Public Health)
Jeff Harrington (Public Works Director, City of Astoria)
Nathan Crater (City Engineer, City of Astoria)
Nancy Ferber (City Planner, City of Astoria)
Shaun Martin (Facilities, Clatsop Community College)
Erik Meyer (Emergency Manager, Providence Seaside Hospital)
DB Lewis (Volunteer, American Red Cross)
Chris Farrar (Board Member, Clatsop Soil & Water Conservation District)
David Miller (Director, Clatsop Care)
Hannah Dankbar (Planner, CREST)
Meg Reed (Coastal Shores Specialist, DLCD)
Lisa Phipps (North Coast Regional Representative, DLCD)
Marian Lahav (Natural Hazard Mitigation Program Coordinator, DLCD)
Pamela Reber (Natural Hazards Planner, DLCD)
Welcome: (T. Brown)
The Clatsop County Emergency Manager shared background about the Clatsop County Natural Hazard Mitigation Plan (NHMP).

- The first Clatsop NHMP document was developed in 2008 following the severe winter storm of 2007. It was required for the county to qualify for mitigation dollars.
- The Clatsop Natural Hazard Mitigation Plan April 2015 (the first update) planning process began in 2013. A survey about the risk assessment and mitigation strategy helped to garner community input to satisfy FEMA requirements. The County now conducts year-round outreach and education geared towards a diverse audience, in order to ensure that the County is reaching the whole community in regards to disaster mitigation, preparedness, and response.
- The Clatsop County Multi-Jurisdictional NHMP 2020, the current NHMP update process, will occur primarily during 2019 in advance of plan expiration July 23, 2020. Participant recruitment and scope of work development are the key milestones to date. The stakeholder recruitment process has included convening the Steering Committee and recruiting a broad group of participants who represent the ‘whole community’. This began with Clatsop County reaching out to and encouraging special districts to participate— school districts, fire districts, and the soil and water conservation district were priorities identified by FEMA and invited. Our meeting today will finalize the scope of work. An integrated plan format that conveys a collaborative and coordinated approach to mitigation is proposed as a priority; the September 2017 Tillamook County Multi-Jurisdictional NHMP is an example for review.

Business: (P. Reber, DLCD)

Hazards 101: NHMP trivia exercise icebreaker—see Appendix C, p. 10 for the list of questions and answers.

Meeting Purpose: The purpose of this meeting is to identify the update priorities for the 2020 NHMP Update as directed by OEM and FEMA and to establish operating protocols. The update priorities will be added to the IGA/Scope of Work that was presented and approved at the November 2018 meeting and submitted to OEM/FEMA for approval. Once OEM/FEMA have signed off on the IGA/Scope of Work, they will give us the go-ahead to start work. At that time, DLCD and Clatsop County will send the final agreement and notify the 16 jurisdictions who have committed to the plan that the agreement is ready to go to their councils and boards for final approval and signature. Everyone’s patience is appreciated as we navigate this paperwork and the delay with the shutdown.

Housekeeping:
- Next steps for DLCD: Introductory meetings with each jurisdiction; Map out planning process; finalize scope of work and notify jurisdictions when final version can be adopted.
- Cities: Look for an email request for final version of Clatsop NHMP Addendum in Word.
- All: End of this week is the deadline for feedback on the IGA and Scope of Work.
Proposed Decision #1: Adopt Operating Protocols.

Process:
- See document in Appendix A, page 7 and slides in Appendix E, page 11.
- The proposed Operating Protocols were reviewed and the DLCD suggested that the group adopt them to guide meetings and make decisions. DLCD further proposed that the group strive for consensus but make decisions by voting with each jurisdiction having one vote.
- Not everyone sees consensus and voting as compatible decision making processes, so please understand that they are intended for completing plan decisions in the course of a few meetings. Building community consensus requires nuanced engagement as does building trust and partnerships across agencies. Understanding the Spectrum of Collaborative Governance Practices daylights some good points.
- Definitions:
  * Decision Categories: Approve – Abstain – Stand Aside – Oppose
    - Approve: Support the proposal.
    - Abstain: Abstaining from a decision indicates that the Steering Committee member has no opinion due to being unformed or ambivalent about the importance of the proposal. They do not need to state their reason for abstaining.
    - Stand Asides: A stand aside indicates that the member does not agree with a decision but will not stop the Steering Committee from making that decision. Reasons for standing aside will vary but this decision category implies that a reason should be stated for the group. Examples include some degree of moral violation or dissatisfaction with the process.
    - Oppose: Reject the proposal (“nay”).
    - * Adapted from Decision Making Policy Example: Options during a consensus decision.
  - Note: The intention was to propose that if consensus cannot be reached, a majority vote be used. These notes will reflect the ‘abstentions’ that occurred at the meeting (see definitions above). In the future, we will be sure to document all 4 categories. If this is not the desired process of the group, we should revisit this decision.

Discussion:
- There was no discussion by the group.

Decision:
- Approved by all 14 jurisdictions present. No abstentions, stand-asides or nays.

Proposed Decision #2: Adopt Revised Minutes from Nov. 26, 2018 meeting.

Process:
- See final minutes in a separate document.

Discussion:
The revised minutes were reviewed by the group and two edits were made prior to final approval. 1) Kevin Cronin was added to the attendees list; 2) Arch Cape mitigation interests were added.

Decision:
- Motion to approve (T.Brown).
- Approved by 12 jurisdictions present.
- Abstentions by Seaside and Falcon Cove. No stand-asides or nays.

2015 Plan: (P. Reber)
The group reviewed the four main elements of a natural hazard mitigation plan using the 2015 Clatsop County FEMA Review Tool and slides (see pp. 12 and 13) as an introduction to identifying priorities for the 2020 Clatsop NHMP update.

2020 Plan: (P. Reber)
The group reviewed the plan update priorities in order to set a course for the planning process that is getting underway.

Proposed Decision #3: Adopt Top three Plan Update Priorities.

Process:
- The group reviewed the Proposed Plan Update Priorities document and was invited to provide comment or add to the list. The update priorities were hand written on a flipchart in order to facilitate a dot-voting process (3 dots per entity).

Discussion:
- This decision item resulted in some confusion. As all of the proposed items were best practices, the group took issue with the idea of removing items from the list.
- In the discussion prior to dot-voting, two items had their meaning expanded. They are both in the top three update priorities.
  1) “Taking an integrated approach to the plan” (in terms of plan organization and the planning process) was added to “Develop processes to guide the integration of natural hazard data into local plans; and integrate relevant local plan data into the NHMP.” Thus, this item has a broad meaning, but one which represents the Steering Committee’s commitment to best practices about working together and working efficiently.
  2) “Coordinate outreach” was added to “Use a variety of public participation methods to solicit residential and agency contributions resulting in a more comprehensive collaboration.” Thus, the implication is that the Steering Committee agrees that there are efficiencies to realize in conducting plan outreach and other community efforts in conjunction with other jurisdictions, agencies, and community groups.
- R. Schiffman (Arch Cape) suggests adding coordinating outreach. R. Johnson (Astoria) suggests adding to take an integrated approach to the document. K. Cupples (Seaside) wants an electronic opportunity for public to comment.
Final Plan Update Priorities and Votes Received *(priorities with the most votes in red)*:

- **Element A: Planning Process**
  - Increase engagement across a wider set of disciplines... *0 votes.*
  - Coordinate outreach; Use a variety of public participation methods for comprehensive community contributions and jurisdictional collaboration... *6 votes.*
  - Use a structured process with clear timelines and deliverables... *3 votes.*

- **Element B: Hazard ID & Risk Assessment**
  - Use a public survey to evaluate the risk assessment and mitigation strategy... *5 votes.*
  - Integrate DOGAMI data into the plan; Support the use of this data by jurisdictions, provide technical support... *2 votes.*

- **Element C: Mitigation Strategy**
  - Develop new mitigation actions using SMART methodology... *8 votes.*
  - Prioritize mitigation actions using the STAPLEE method... *3 votes.*

- **Element D: Plan Integration, Evaluation, and Implementation**
  - Use an integrated plan approach; Develop processes to guide the integration of natural hazard data into local plans; integrate local plan information into the 2020 NHMP... *11 votes.*
  - Provide assistance with FEMA Review Tool requirements... *0 votes.*

**Decision:**
- *38 votes were cast of a possible 42 (3 votes per jurisdiction)*
- **Top Three Plan Update Priorities:**
  1. Use an integrated plan approach; Develop processes to guide the integration of natural hazard data into local plans; and integrate relevant local plan data into the NHMP.
  2. Develop new mitigation actions using SMART methodology
  3. Coordinate outreach; Use a variety of public participation methods to solicit residential and agency contributions resulting in a more comprehensive collaboration.

- *Approved by all 14 jurisdictions present.*
- *No abstentions, stand-asides or nays.*

**Final Pre-Award Tasks**

**Proposed Decision #4:** Affirm that the Steering Committee and Stakeholder rosters represent the whole community of stakeholders for Clatsop County’s NHMP.

**Process:**
- *See final roster in Appendix F, pp. 16-18.*

**Discussion:**
- Are the rosters complete? Do they meet the whole community criteria? The group concurred that sufficient recruitment has been completed for the plan and that missing sectors will be invited and included as the process unfolds.
- Brainstorm of additional community members and groups to recruit ensued.
  - COLPAC.org: Columbia-Pacific Resource Conservation & Economic District
  - Museums: [Columbia River Maritime Museum](http://www.columbia-river.org), historical societies.
o Oregon Department of Forestry; Oregon Department of Transportation
o Parks: Lewis and Clark National Historic Park
o Lower Columbia Hispanic Council
o North West Senior and Disability Services
o Astoria-Warrenton Chamber of Commerce
o Red Cross; Churches; Rotary; other service organizations

• While invitations may be extended to these groups for Steering Committee meetings, plan jurisdictions can also engage these groups.

Decision:
• Moved to approve by R. Johnson.
• Approved by all 14 jurisdictions present.
• No abstentions, stand-asides or nays.

Proposed Decision #5: Affirm the Public Engagement Plan Matrix as the preliminary Clatsop NHMP outreach strategy.

Process:
• The group reviewed PEP (see pp. 19-20); the greyed out areas are required. Each jurisdiction should plan on two meetings beyond adoption and council updates and two outreach avenues to communicate with your constituents about this plan and your mitigation efforts. These can be in collaboration with other jurisdictions!

Decision:
• Motion to approve (K. Cupples).
• Approved by 14 jurisdictions present.
• No abstentions, stand-asides or nays.

Discussion Topics:
• Survey:
  o Discussion about whether another survey is a good idea. Generally, the group supported this idea, but clarification about whether a statistically-accurate survey was what was being discussed, or if an electronic poll or data-collection tool was really the goal.
  o There are three CERT teams in county, they could conduct the survey. (D. Lewis)
  o Accurate information should be used for decision-making; a survey isn’t valid unless it’s conducted properly, it needs to be done professionally. (P. Wev)
  o Target different groups, have hard copy surveys available. Last time was really a questionnaire, not a survey. (R. Johnson)

• Highways/Mitigation actions beyond the authority of this group:
  o How does the group address risks that are beyond the authority of Steering Committee jurisdictions? This will go on a future agenda as a discussion topic.

• Tourist population:
  o The size and resource needs of the County’s large tourist population is a plan consideration. Port of Astoria Example: There are two cruise ships scheduled to arrive on the same day this year; the population of these ships in Port will rival the entire population of the City of Astoria (J. Knight).

Wrap Up (Adjourned at 3:55)
• Next meeting—most likely to occur within the first 2 weeks of April 2019.
Appendix A:

Clatsop County Multi-Jurisdictional Natural Hazard Mitigation Plan
Steering Committee Operating Protocols
January 29, 2019

Basic Requirements:

- One representative from each jurisdiction will attend each full Steering Committee meeting (4-7 anticipated over 2019). This representative will sign in and provide cost share documentation for their meeting attendance and preparation.
- Each jurisdiction will facilitate an internal planning process to complete Elements A-D and duly engage the public. All meetings and public engagement efforts will be documented to the best of the ability of the participants.
- Each jurisdiction agrees to the terms of IGA/scope of work as proposed and to adopt the final plan.
- Completing the basic FEMA requirements is the responsibility of each jurisdiction.

Overall Process:

- Ask questions or ask for help if needed.
- Participate and share; allow space for others to do the same.
- Leave negative expectations at the door; lead with trust/openness to ideas.
- Engage this opportunity for collaboration; Help formulate a joint vision.
- Foster a respectful sharing dynamic: offer knowledge and share needs—but without specific expectations.

Decision-making Process: Proposal—Discussion—Decision

- Decisions will be associated primarily with written proposals, shared in advance, or with enough substantive presentation at the meeting that the proposal is clear and the group can adequately discuss it prior to a decision. Many concepts and ideas will be discussed that will not require formal decisions, however, there will be specific proposals for how the plan is outlined, etc.
- We will strive for consensus but use a voting process to make decisions. Each jurisdiction formally participating in the plan will receive one vote (yes or no). The primary representative or the person in attendance will be the voting representative for the jurisdiction and is expected to wield voting authority. However, if the person wants to register their vote either as a ‘stand-aside’ due to a moral quandary or an ‘abstention’ due lack of understanding of the question being called, that is acceptable.
Appendix B:

Clatsop County Multi-Jurisdictional
Natural Hazard Mitigation Plan

PLAN UPDATE PRIORITIES—PROPOSED

Element A: Planning Process

- Increase agency engagement across a wider set of disciplines; the Steering Committee is comprised of diverse agencies representing the County and its municipalities.
- Use a variety of public participation methods to solicit residential and agency contributions resulting in a more comprehensive collaboration.

Element B: Hazard Identification & Risk Assessment

- Use a public survey to incorporate residential input. The survey should be designed to evaluate the risk assessment and hazard mitigation actions.
- Integrate Community Wildfire Protection Plan information into the hazard section of the NHMP (wildfire).
- Integrate DOGAMI Multi-Hazard Risk Report data into various sections of the NHMP (hazards, risk assessment, and mitigation strategy).

Element C: Mitigation Strategy

- Identify new mitigation projects.
- Screen and enhance mitigation actions by developing relevant problem statements and using the SMART methodology: Specific, Measureable, Achievable, Realistic, and Time-oriented.
- Prioritize mitigation strategies and actions in a systematic way using the STAPLEE method: the Social, Technical, Administrative, Political, Legal, Economic, and Environmental (STAPLEE) Method.

Element D: Plan Integration, Evaluation, and Implementation

- Develop processes to guide the integration of natural hazard data into local plans; and integrate relevant local plan data into the NHMP.
- Provide assistance with FEMA-recommended Review Tool guidance.
Appendix C: TRIVIA QUESTIONS—HAZARDS 101  January 29, 2019 Clatsop NHMP Meeting

According to FEMA, when does the 2015 Clatsop NHMP Expire?
A. March 31, 2021
B. July 23, 2020
C. July 21, 2021
D. January 26, 2020

For a group this size, what is the best way to make group decisions? (*Great if it can be achieved.)*
A. Consensus*
B. Consensus minus 1 or 2
C. Majority vote
D. Dictatorship
E. No process is needed

Which of the following is the synonym for mitigation in the disaster management cycle?
A. Recovery
B. Response
C. Prevention
D. Preparedness

Which of the following watersheds do not occur within the Clatsop County boundary?
A. Skipanon
B. Ecola Creek
C. Clatskanie
D. Youngs Bay
E. Upper Necanicum (See correction: Upper Necanicum may extend beyond county boundary.)

In the world of Emergency Management, how is risk defined?
A. Hazard + vulnerability = Risk
### FEMA Local NHMP Review Tool

#### ELEMENT A. PLANNING PROCESS

<table>
<thead>
<tr>
<th>A1.</th>
<th>Does the Plan document the planning process, including how it was prepared and who was involved in the process for each jurisdiction?</th>
<th>(Requirement §201.6(c)(1))</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2.</td>
<td>Does the Plan document an opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, agencies that have the authority to regulate development as well as other interests to be involved in the planning process?</td>
<td>(Requirement §201.6(b)(2))</td>
</tr>
<tr>
<td>A3.</td>
<td>Does the Plan document how the public was involved in the planning process during the drafting stage?</td>
<td>(Requirement §201.6(b)(1))</td>
</tr>
<tr>
<td>A4.</td>
<td>Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information?</td>
<td>(Requirement §201.6(b)(3))</td>
</tr>
<tr>
<td>A5.</td>
<td>Is there discussion of how the community(ies) will continue public participation in the plan maintenance process?</td>
<td>(Requirement §201.6(c)(4)(iii))</td>
</tr>
<tr>
<td>A6.</td>
<td>Is there a description of the method and schedule for keeping the plan current (monitoring, evaluating and updating the mitigation plan within a 5-year cycle)?</td>
<td>(Requirement §201.6(c)(4)(ii))</td>
</tr>
</tbody>
</table>

#### ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT

| B1. | Does the Plan include a description of the type, location, and extent of all natural hazards that can affect each jurisdiction(s)? | (Requirement §201.6(c)(2)(i)) |
| B2. | Does the Plan include information on previous occurrences of hazard events and on the probability of future hazard events for each jurisdiction? | (Requirement §201.6(c)(2)(ii)) |
| B3. | Is there a description of each identified hazard’s impact on the community as well as an overall summary of the community’s vulnerability for each jurisdiction? | (Requirement §201.6(c)(2)(ii)) |
| B4. | Does the Plan address NFIP insured structures within the jurisdiction that have been repetitively damaged by floods? | (Requirement §201.6(c)(2)(iii)) |

#### ELEMENT C. MITIGATION STRATEGY

| C1. | Does the plan document each jurisdiction’s existing authorities, policies, programs and resources and its ability to expand on and improve these existing policies and programs? | (Requirement §201.6(c)(3)) |
| C2. | Does the Plan address each jurisdiction’s participation in the NFIP and continued compliance with NFIP requirements, as appropriate? | (Requirement §201.6(c)(3)(ii)) |
| C3. | Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? | (Requirement §201.6(c)(3)(ii)) |
| C4. | Does the Plan identify and analyze a comprehensive range of specific mitigation actions and projects for each jurisdiction being considered to reduce the effects of hazards, with emphasis on new and existing buildings and infrastructure? | (Requirement §201.6(c)(3)(ii)) |
| C5. | Does the Plan contain an action plan that describes how the actions identified will be prioritized (including cost benefit review), implemented, and administered by each jurisdiction? | (Requirements §201.6(c)(3)(iv) and §201.6(c)(3)(iii)) |
| C6. | Does the Plan describe a process by which local governments will integrate the requirements of the mitigation plan into other planning mechanisms, such as comprehensive or capital improvement plans, when appropriate? | (Requirement §201.6(c)(4)(iii)) |

#### ELEMENT D. PLAN REVIEW, EVALUATION, AND IMPLEMENTATION

| D1. | Was the plan revised to reflect changes in development? | (Requirement §201.6(d)(3)) |
| D2. | Was the plan revised to reflect progress in local mitigation efforts? | (Requirement §201.6(d)(3)) |
| D3. | Was the plan revised to reflect changes in priorities? | (Requirement §201.6(d)(3)) |

#### ELEMENT E. PLAN ADOPTION

| E1. | Does the Plan include documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval? | (Requirement §201.6(c)(5)) |
| E2. | For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? | (Requirement §201.6(c)(5)) |
Appendix E:
PowerPoint Slides—January 29, 2019 Clatsop NHMP Mtg

Why are we here?

- Ensure access to funding sources.
- Identify collaborative opportunities.
- Create a roadmap for mitigating risk.

Stafford Act
Section 404 – Hazard Mitigation Grant Program
- The 404 funding is used to provide protection to undermined parts of a facility or to prevent or reduce damages caused by future disasters. Section 404 mitigation measures are funded under the Hazard Mitigation Grant Program (HMGP).

Section 406 – Public Assistance Program
- 406 mitigation measures are funded under the Public Assistance, or Infrastructure, program (PA).

Decision-Making Process
- Proposal—Discussion—Decision
- We will strive for consensus but use a majority vote process to make decisions.
- Each jurisdiction formally participating in the plan will receive one vote (yes or no).
- The primary representative or the person in attendance will be the voting representative for the jurisdiction and is expected to wield voting authority. However, if the person wants to register their vote as a ‘stand-alone’ either due to a moral quandary or a lack of understanding of the question being called, that is acceptable.
November 26, 2018
Meeting Minutes
REVISED

Decision #2:

Proposal:

Adopt Revised Meeting Minutes

Discussion

Decision

A: Planning Process
B: Hazard Identification & Risk Assessment
C: Mitigation Strategy
D: Plan Integration, Evaluation, and Implementation

Natural Hazard Mitigation Plan
Required Elements

- REQUIREMENTS
  - Document — Document — Document
  - Whole Community

- BEST PRACTICES
  - County-wide SURVEY that included Risk Assessment and Mitigation Strategy.

Planning Process
Element A
Requirements & Best Practices

- REQUIREMENTS
  - All hazards that affect jurisdiction—including history of events, probability of occurrence, and a summary of the community’s vulnerability.
  - NFIP—repetitive loss structures.

- BEST PRACTICES
  - Detailed hazard profiles
  - Use of HAZUS and maps to present hazard locations and vulnerabilities.

Hazard ID & Risk Assessment
Element B
Requirements & Best Practices
- REQUIREMENTS
  - Plan documents each jurisdiction's existing authorities, policies, programs and resources.
  - Set of mitigation actions for each jurisdiction

- BEST PRACTICES
  - Comprehensive set of actions.
  - STAPLEE approach used to assess cost effectiveness.

**Mitigation Strategy**
Element C
Requirements & Best Practices

**Plan Update Priorities**
Decision: Dot voting for top priorities

**Plan Update Priorities**
Adopt Top Three Plan Update Priorities

**Plan Integration, Evaluation, and Implementation**
Element D
Requirements & Best Practices

- REQUIREMENTS
  - Plan reflects changes in development
  - Plan reflects mitigation progress and changes in priorities

- BEST PRACTICES
  - Plan documents how population changes contribute to the County's disaster vulnerability.
  - Integration of hazards into comprehensive plans.

- Survey
- Coordinated outreach actions
- Integration of DOGAMI Risk Report data
- New Mitigation Actions using SMART methodology
- Prioritization using STAPLEE
- Develop processes for plan integration and implementation
- Support FEMA Review Tool Requirements
WHOLE COMMUNITY

1. Emergency Management
2. Economic Development
3. Land Use & Development
4. Housing
5. Health & Social Services
6. Infrastructure
7. Natural and Cultural Resources

Final Decisions

Decisions 4 & 5
Adopt Public Engagement Plan
Adopt Rosters

Public Engagement Plan (PEP)

Decision #4:
Proposal:
Affirm PEP matrix as the Clatsop NHMP preliminary outreach strategy

Discussion
Decision

Decision #5:
Proposal:
Affirm rosters are representative of the whole community

Discussion
Decision

Current Plan Jurisdictions
- County
- 5 Cities
- 10 Special Districts

Arch Cape Domestic Water Supply District
Arch Cape Sanitary District
Astoria
Cannon Beach
Cannon Beach Rural Fire Protection District
Clatsop Community College
Clatsop County
Falcon Cove Beach Domestic Water Supply District
Gearhart
Lewis and Clark Rural Fire Protection District
Knappa-Svensen-Burnside Rural Fire Protection District
Port of Astoria,
Seaside
Seaside School District
Sunset Empire Transportation District
Warrenton
Appendix F: CLATSOP NHMP STEERING COMMITTEE ROSTER

ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT & ARCH CAPE SANITARY DISTRICT

Plan Representative (Primary)
Name: Ron Schiffman
Title: District(s) President
Email: ron.schiffman@acutil.com
Phone: 503-436-2229

Plan Representative (Alternate)
Name: Phil Chick
Title: Manager, ACDWSD & ACSD
Email: philchickacutil.com
Phone: 503-436-2790

Fiscal Point of Contact
Name: Steve Hill
Title: Administrator, ACDWSD
Email: stevehill@acutil.com

CITY OF ASTORIA

Plan Representative (Primary)
Name: Rosemary Johnson
Title: Planning Consultant
Email: rosemaryjcurt@gmail.com
Phone: 503-325-6434 (home land line)

Plan Representative
Name: Brett Estes
Title: City Manager
Email: bestes@astoria.or.us
Phone: 503-325-5824 ext. 2400 (work)

Plan Representative (Alternate)
Name: Karen La Bonte
Title: Public Works Director
Email: labonte@ci.cannon-beach.or.us
Phone: 503.436.8068

Fiscal Point of Contact
Name: Laurie Sawyer
Title: Finance Director
Email: sawyer@ci.cannon-beach.or.us
Phone: 503.436.8058

CANNON BEACH RFPD

Plan Representative (Primary & Fiscal)
Name: Matt Benedict
Title: Fire Chief/Paramedic
Email: mbenedict@cbfire.com
Phone: 503-436-2949

Plan Representative (Alternate)
Name: Marc Reckmann
Title: Training Officer
Email: mreckmann@cbfire.com
Phone: 503-436-2949

CLATSOP COUNTY

Plan Representative (Primary & Fiscal)
Name: Tiffany Brown
Title: EM Director
Email: tbrown@co.clatsop.or.us
Phone: 503-338-3774

Plan Representative (Alternate)
Name: Gail Henrikson
Title: Planning Director
Email: ghenrikson@co.clatsop.or.us
Phone: 503-325-8611

CLATSOP COMMUNITY COLLEGE

Plan Representative (Primary)
Name: Joann Zahn
Title: Vice-President
Email: jzahn@clatsopcc.edu
Phone: 503-338-2421

Plan Representative (Alternate)
Name: Stephanie Homer
Title: Special Projects Coordinator
Email: shomer@clatsopcc.edu
Phone: (503)325-4241

Fiscal Point of Contact
Name: Jennifer Bakke
Title: HR Assistant  
Email: jbakke@clatsopcc.edu  
Phone: 503-338-2406

FALCON COVE BEACH WATER  
Plan & Fiscal Representative  
Name: Charles Dice  
Title: Board Chair  
Email: caddice@gmail.com  
Phone: 503-436-0146

CITY OF GEARHART  
Plan & Fiscal Representative  
Name: Chad Sweet  
Title: City Administrator  
Email: chadsweet@cityofgearhart.com  
Phone: 503-738-5501

LEWIS & CLARK FIRE DEPARTMENT  
Plan & Fiscal Representative  
Name: Jeff Golightly  
Title: Fire Chief  
Email: lewisclarkfire@gmail.com  
Phone: 503-325-4192

PORT OF ASTORIA  
Plan Representative (Primary & Fiscal)  
Name: Jim Knight  
Title: Executive Director  
Email: jknight@portofastoria.com  
Phone: 503-741-3300

PORT OF ASTORIA  
Plan Representative (Alternate)  
Name: Matt McGrath  
Title: Operations Manager  
Email: mmcgrath@portofastoria.com

CITY OF SEASIDE  
Plan Representative (Primary)  
Name: Kevin Cupples  
Title: Community Development Director  
Email: kcupples@cityofseaside.us  
Phone: (503)738-7100

CITY OF SEASIDE  
Plan Representative (Alternate & Fiscal)  
Name: Anne McBride  
Title: Emergency Coordinator  
Email: amcbride@cityofseaside.us

SEASIDE SCHOOL DISTRICT  
Plan Representative (Primary)  
Name: Sheila Roley  
Title: Superintendent  
Email: sroley@seasidek12.org  
Phone: 503-738-5591

Knappa-Svensen-Burnside RFPD  
Plan & Fiscal Representative  
Name: Paul Olheiser  
Title: Fire Chief  
Email: p.olheiser@knappafire.com  
Phone: (503) 458-6610

SEASIDE SCHOOL DISTRICT  
Plan Representative (Alternate)  
Name: Chuck Loesch  
Title: Building Maintenance  
Email: cloesch@seasidek12.org  
Phone: 503-738-5591

SEASIDE SCHOOL DISTRICT  
Plan Representative (Alternate & Fiscal)  
Name: Justine Hill  
Title: Business Manager  
Email: jhill@seasidek12.org  
Phone: 503-738-5591

SUNSET EMPIRE TRANSPORTATION DISTRICT  
Plan Representative (Primary)  
Name: Jeff Hazen  
Title: Executive Director  
Email: jeff@ridethebus.org  
Phone: 503-861-5399

SUNSET EMPIRE TRANSPORTATION DISTRICT  
Plan Representative (Alternate)  
Name: Paul Lewicki  
Title: Chief Operating Officer  
Email: paul@ridethebus.org  
Phone: 503-861-5364

Fiscal Point of Contact  
Name: Tracy Lofstrom
Title: Finance Officer  
Email: tracyl@ridethebus.org  
Phone: 503-861-5363

CITY OF WARRENTON  
Plan Representative (Primary)  
Name: Kevin A Cronin, AICP  
Title: Community Development Director  
Email: cityplanner@ci.warrenton.or.us  
Phone: 503-861-0920

Plan Representative (Alternate)  
Name: Collin Stelzig, PE  
Title: Public Works Director  
Email: rstelzig@ci.warrenton.or.us  
Phone: 503-861-0914

Fiscal Point of Contact  
Name: April Clark  
Title: Finance Director  
Email: aclark@ci.warrenton.or.us  
Phone: (503) 861-2233

WHOLE COMMUNITY STAKEHOLDERS

American Red Cross  
Name: DB Lewis  
Title: Volunteer  
Email: db@dbcly.net  
Phone: 503-325-0381

Clatsop Community Action  
Name: Dusten Martin

Title: Food Bank Manager  
Email: dmartin@ccaservices.org  
Phone: 503-325-1400

Clatsop Healthcare District  
Name: David Miller  
Title: Director  
Email: admincchr@clatsopcare.org  
Phone: 503-325-0515

Clatsop Soil & Water District  
Name: Chris Farrar  
Title: Board Member  
Email: tochrisfarrar@gmail.com  
Phone:

Columbia Memorial Hospital  
Name: Paula Larson  
Title: Emergency Manager  
Email: plarson@columbiamemorial.org  
Phone: 503-325-4321

CREST  
Name: Hannah Dankbar  
Title: Planner  
Email: hdankbar@columbiaestuary.org  
Phone: 503-325-0435

Voluntary Organizations Active in Disaster  
Name: Charlene Larsen  
Title: Volunteer  
Email: crl.larsen@charter.net  
Phone: 503-325-0590

Providence Seaside Hospital  
Name: Erik Meyer  
Title: Emergency Manager  
Email: Erik.Meyer@providence.org  
Phone: 503-717-7501

PENDING REQUESTS/RESPONSES

Clatsop Economic Development Resources  
Columbia River Business Journal  
Columbia Press  
Oregon Department of Forestry  
Oregon Department of Transportation  
Columbia Maritime Museum  
Seaside Museum & Historical Society  
Cannon Beach History Center & Museum  
Lower Columbia Hispanic Council
### Clatsop County Multi-Jurisdictional Natural Hazards Mitigation Plan Update—Public Engagement Plan v.2

<table>
<thead>
<tr>
<th>Strategy</th>
<th>Clatsop County</th>
<th>Astoria</th>
<th>Cannon Beach</th>
<th>Gearhart</th>
<th>Seaside</th>
<th>Warrenton</th>
<th>Arch Cape Water District</th>
<th>Arch Cape Sanitary</th>
<th>Cannon Beach Fire</th>
<th>Clatsop County College</th>
<th>Falcon Cove Beach Water</th>
<th>Knappa Fire</th>
<th>Lewis &amp; Clark RFPD</th>
<th>Port of Astoria</th>
<th>Seaside School District</th>
<th>Sunset Empire Transpo. District</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Steering Committee Meetings:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• 4-7 over the course of the project</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td><strong>Public Meeting:</strong> Adoption Proceedings</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The final plan must be formally adopted by all participating jurisdictions.</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td><strong>Public Meeting:</strong> Draft Risk Assessment</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Public Meeting:</strong> Draft Mitigation Strategy</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Public Meeting:</strong> Board/Council Workshop*</td>
<td>?</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Public Meeting:</strong> Planning Commission*</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Public Meeting:</strong> Other Event</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jurisdiction will host a presentation, tour, or other activity about hazards or mitigation actions. This could include inviting the County Emergency Services staff to give a talk.</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>HAZARD TOOLKIT:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clatsop County plans to offer quarterly hazard information, graphics, links, and other information as an outreach media packet. Check this box if you would like to coordinate on the hazard toolkit.</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

PUBLIC: Businesses; neighboring communities; local and regional agencies involved in hazard mitigation activities; agencies that have the authority to regulate development; academia; and other private and non-profit interests.

"WHOLE COMMUNITY" sectors as set forth by FEMA: 1) Emergency management; 2) Economic Development; 3) Land Use and Development; 4) Housing; 5) Health and Social Services; 6) Infrastructure; and 7) Natural and Cultural Resources.
<table>
<thead>
<tr>
<th>Strategy</th>
<th>Clatsop County</th>
<th>Astoria</th>
<th>Cannon Beach</th>
<th>Gearhart</th>
<th>Seaside</th>
<th>Warrenton</th>
<th>Arch Cape Water District</th>
<th>Arch Cape Sanitary</th>
<th>Cannon Beach Fire</th>
<th>Clatsop Community College</th>
<th>Falcon Cove Beach Fire</th>
<th>Knappa Fire</th>
<th>Lewis &amp; Clark RFPD</th>
<th>Port of Astoria</th>
<th>Seaside School District</th>
<th>Sunset Empire Transp. District</th>
</tr>
</thead>
<tbody>
<tr>
<td>WEBSITE:</td>
<td>X X X X X X X X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LEGAL NOTICES:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMAIL LIST:</td>
<td>X X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOCIAL MEDIA:</td>
<td>X X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UTILITY BILLS:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DISTRIBUTE FLYERS:</td>
<td>X X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SURVEY:</td>
<td>X X X X X X X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OTHER:</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Actions:**
- Establish a website where citizens can review and learn about natural hazards and the NHMP.
- Create and publish legal notices for public meetings and other plan engagement opportunities via established media avenues print, radio, and television.
- Jurisdiction will establish an email list where citizens, businesses, and other interested parties can receive news about the plan update.
- Jurisdiction will establish, or use established social media outlets (Facebook, Instagram, etc.) to convey meeting times, hazard information, and news about the plan update.
- Jurisdiction will insert information about upcoming meetings and events into utility bills on a monthly or bimonthly cycle.
- Provide information at booths or tables during public events; deliver to local businesses; display at Community Centers & Offices.
- Distribute NHMP survey via electronic or print methods; Return the results to Clatsop County in a timely fashion.
- Hotel engagement

**Other Actions:**
- Signs on buses and bus shelters.