

APPENDIX B: PLANNING PROCESS

The following materials are provided to document the planning process:

<i>B.1 Dallas County Hazard Mitigation Planning Committee (HMPC) Members</i>	2
<i>B.2 Kick-off Meeting Invite</i>	5
<i>B.3 Kick-Off Meeting Agenda</i>	6
<i>B.4 Kickoff Meeting Minutes</i>	7
<i>B.5 Kick-Off Meeting Sign-In Sheets</i>	13
<i>B.6 Meeting #2 Agenda</i>	15
<i>B.7 Meeting #2 Minutes</i>	17
<i>B.8 Meeting #2 Sign-In Sheets</i>	21
<i>B.9 Meeting #3 Agenda</i>	23
<i>B.10 Meeting #3 Minutes</i>	24
<i>B.11 Meeting #3 Sign-In Sheets</i>	31
<i>B.12 Public Notice During Drafting Stage (Dallas County News)</i>	33
<i>B.13 Public Notice During Drafting Stage (Perry Chief)</i>	34
<i>B.14 Plan Summary/Questionnaire for Public Comment during Drafting Stage</i>	35
<i>B.15 Announcement for Final Public Comment Period</i>	37

B.1 Dallas County Hazard Mitigation Planning Committee (HMPC) Members

Jurisdictional and Stakeholder Representatives that Attended Meetings

Name		Title	Department	Jurisdiction/Organization
Andy	Case	Secondary Roads	Secondary Roads Department	Dallas County
Barry	Halling	Emergency Management Coordinator	Emergency Management	Dallas County
Mark	Hanson	County Supervisor	Board of Supervisors	Dallas County
Chad	Leonard	Sheriff	Sheriff's Department	Dallas County
Terry	McClannahan	Sheriff's Department/ Communications	Sheriff's Department	Dallas County
Murray	McConnell	Planning & Development Director	Planning & Development Department	Dallas County
Alan	Miller	County Engineer	Secondary Roads Department	Dallas County
Bob	Ockerman	City Council Member	Administration	City of Adel
Kip	Overton	Public Works Director	Public Works Department	City of Adel
Ken	Cavanaugh	Fire Chief	Fire Department	City of Bouton and City of Woodward
Karl	Harris	Captain	Fire Department	City of Bouton and City of Woodward
Christina	Perkins	City Clerk	Administration	City of Bouton and City of Woodward
Cindy	Riesselman	City Clerk	Administration	City of Dallas Center
Breanna	Morman-Gonzalez	Mayor	Administration	City of Dawson
Butch	Ostrander	Mayor	Administration	City of DeSoto
Christine	Huff	Mayor	Administration	City of Dexter
Mike	Greif	Director	Public Works Department	City of Granger
Jarrold	Sturtz	Fire Chief	Fire Department	City of Granger
Kristy	Trzeciak	City Clerk/Treasurer	Administration	City of Granger
Ken	Smith	Fire Chief	Fire Department	City of Linden
Chris	Fitch	City Clerk	Administration	City of Minburn
Brian	Eiteman	Fire Department & Public Works	Public Works Department	City of Perry
Eric	Vaughn	Asst. Police Chief	Police Department	City of Perry
John	Hoy	City Council Member	City Council	City of Redfield
Craig	Greer	Officer	Police Department	City of Van Meter
William	Dagget	Public Safety Director	Public Safety	City of Van Meter and Van Meter School District
John	Gibson	Public Works Director	Public Safety	City of Waukee
Clint	Robinson	Fire Chief	Fire Department	City of Waukee
Brian	Slaughter	Public Works Director	Public Works Department	City of Dallas Center
Lucas	Asche	Director of Buildings and Grounds	Buildings and Grounds Department	Adel DeSoto Minburn School District
Kathy	Moline	Clerk of Works	Administration	Dallas Center Grimes School District
Kevin	McLaughlin	Facilities Director	Administration	Perry School District

Name		Title	Department	Jurisdiction/Organization
Deron	Durflinger	Superintendent	Administration	Van Meter School District
Eric	Rose	Chief Operating Officer	Administration	Waukee School District
David	Arnold	Superintendent	Administration	West Central Valley School District
Anthony	Lohse	Principal	Administration	West Central Valley School District
Brad	Anderson	Superintendent	Administration	Woodward-Granger School District
David	Smeltzer	District Maintenance Director	Buildings and Grounds Department	Woodward-Granger School District
Cameron	Shufflebeam	Program Assistant	Emergency Management	Polk County Emergency Management Agency
Terry	Brown	GIS Coordinator	GIS	Iowa Homeland Security and Emergency Management
Jim	Marwedel	Mitigation Planner	Mitigation	Iowa Homeland Security and Emergency Management
Jennifer	Jones	Project Officer	Mitigation	Iowa Homeland Security and Emergency Management
Jessica	Turba	Planner	Recovery Division	Iowa Homeland Security and Emergency Management

Stakeholder Representatives Invited to Meetings and Provide Comments

First Name	Last Name	Title	Agency	Type
Tony	Loeser	Water Resources Engineer	Iowa State University, Iowa Flood Center	Academia
David	Morlan	Emergency Management Coordinator	Boone County EM	Adjacent County
Dennis	Morlan	Emergency Management Coordinator	Greene County EM	Adjacent County
Robert	Kempf	Emergency Management Coordinator	Guthrie County EM	Adjacent County
Todd	Brown	Emergency Management Coordinator	Madison County EM	Adjacent County
A.J.	Mumm	Emergency Management Director	Polk County EM	Adjacent County
Cameron	Shufflebeam	Program Assistant	Polk County Emergency Management Agency	Adjacent County
Kevin	Igli	Chief Environmental, Health, and Safety Officer	Tyson Foods	Business
Tom	Taylor		EPA/Water Resources Protection Branch	Federal Agency
Joe	Chandler	Mitigation Planner	FEMA Region VII	Federal Agency
Jeff	Johnson		NWS	Federal Agency
Jeff	Zogg		NWS	Federal Agency
Andrew	Leichty		USCOE Rock Island District	Federal Agency
Steve	Russell		USCOE Rock Island District	Federal Agency
Jerry	Skalak		USCOE Rock Island District	Federal Agency
Rob	Middlemis-Brown		USGS	Federal Agency
Des Moines Area Metropolitan Planning Organization				Regional Planning
Linda	Wunsch	Executive Director	Greater Dallas County Development Alliance	Stakeholder
Terry	Jensen		Dept of Ag & Land Stewardship	State Agency
Scott	Ralston	Floodplain Mapping Coordinator	DNR	State Agency
Casey	Welty	Dam Safety Engineer	DNR, Dam Safety Program	State Agency
Gail	Kantak	Wildland Fire Supervisor	DNR-Forestry	State Agency
Aimee	Bartlett	State Hazard Mitigation Officer	Iowa Homeland Security and Emergency Management	State Agency
Terry	Brown	GIS Coordinator	Iowa Homeland Security and Emergency Management	State Agency
Jim	Marwedel	Mitigation Planner	Iowa Homeland Security and Emergency Management	State Agency
Jennifer	Jones	Project Officer	Iowa Homeland Security and Emergency Management	State Agency
Jessica	Turba	Planner	Iowa Homeland Security and Emergency Management	State Agency

B.2 Kick-off Meeting Invite

Subject: Dallas County Multi-Jurisdictional Hazard Mitigation Plan Update-Kickoff Meeting Invite

You are invited to the first of three planning meetings to update the Dallas County Multi-Jurisdictional Hazard Mitigation Plan. The existing plan, approved by FEMA in 2013, was developed in accordance with the Disaster Mitigation Act of 2000 which requires jurisdictions to develop a plan to assess their risks to hazards and identify actions that can be taken to reduce future losses. To maintain eligibility for FEMA Hazard Mitigation Assistance grants, the law requires Hazard Mitigation Plans to be updated every five years. Your participation is a key element to the success of the plan update effort.

Dallas County Emergency Management has taken the lead in updating this plan with the assistance of Mitigation Planners from Amec Foster Wheeler Environment & Infrastructure, Inc. Amec Foster Wheeler will facilitate the planning process, collect the necessary data, and perform other technical services, including updating the risk assessment and plan document. However, to successfully complete this project and ensure your jurisdiction is eligible for FEMA Hazard Mitigation Assistance funding, we need your participation and input. Jurisdictions (including county and city governments and public school districts) that do not participate in an approved Hazard Mitigation Plan are **NOT** eligible to apply for FEMA's Hazard Mitigation Assistance grants.

Dallas County Multi-Jurisdictional Hazard Mitigation Plan Kickoff Meeting
Tuesday, May 9, 2017, 1:30 to 3:30 pm

Webinar Option: Access details coming soon!

OR

On-site Option: Dallas County Emergency Operations Center, 25747 N. Avenue, Adel, IA 50003

For the first meeting, attendees have the option of attending remotely via Skype Webinar or attending in person at the Emergency Operations Center facility in Adel, Iowa. In a few days, you will receive a Skype Meeting Web Link and Call-In instructions for the webinar from Laurie Bestgen, with Amec Foster Wheeler. Meetings 2 and 3 (dates to be determined) will be held on-site at the Emergency Operations Center facility in Adel, Iowa.

The Hazard Mitigation planning process is heavily dependent on the participation of representatives from local government agencies and departments, the public, and other stakeholder groups. A Hazard Mitigation Planning Committee will be formed to support this project and will include representatives from the county, cities, school districts, private non-profit entities, business partners, academic institutions, and other local, state, and federal agencies in, or that serve, Dallas County.

At the kickoff meeting, we will discuss the benefits of updating the Hazard Mitigation plan, the project schedule, and all the hazards that affect Dallas County, such as tornadoes, wildfire, floods, winter storms, hazardous materials, and more. Dallas County requests your assistance in forwarding this invitation to others in your jurisdiction. Appropriate persons to be a part of the planning committee include, but are not limited to: emergency responders, county clerks, city clerks, elected officials, public works directors, floodplain managers, county and city planners, economic development directors, GIS staff, business partners, private non-profit representatives, school principals, school facilities directors, and school superintendents.

Please reply to confirm your attendance or provide contact information for your designated alternate

B.3 Kick-Off Meeting Agenda

Dallas County Multi-jurisdictional Hazard Mitigation Plan

Agenda

- Hazard Mitigation Planning Purpose
- Grant Programs Linked to Approved Plan
- Multi-jurisdictional Approach
- Planning/Participation Requirements
- Public Involvement
- Data Collection Guides
- Discussion/Prioritization of Hazards
- Critical Facilities
- Next Steps in the Planning Process

B.4 Kickoff Meeting Minutes

To **Dallas County Hazard Mitigation Planning Committee**
Through **Barry Halling, Emergency Management Coordinator**
From **Laurie Bestgen, Amec Foster Wheeler**
Date **5/19/2017**
Subject **Minutes from Dallas County Hazard Mitigation Planning Kickoff Meeting held on 5/9/2017**

This document is a record of attendance and a summary of the issues discussed during the above meeting. The presentation began with an introduction to the purpose of hazard mitigation planning, grant programs linked to an approved plan, and the benefits of a multi-jurisdictional approach. The hazard mitigation planning process was reviewed to include requirements for participation and public involvement and the use of data collection guides. The presentation continued with a discussion of the hazards that have the potential to impact Dallas County, including preliminary research conducted by Amec Foster Wheeler on each hazard. The hazard ranking method adopted by the Iowa Homeland Security and Emergency Management Department for the 2013 State Hazard Mitigation Plan was introduced and coordination occurring to update the GIS layer of critical facilities was discussed. The meeting concluded with a discussion of the next steps in the planning process.

The meeting was held over Skype Webinar/Conference Call from 1:30 pm to 3:30 pm CST. Several attendees also participated as a group on the call from the Emergency Operations Center in Adel, Iowa, hosted by Barry Halling, Emergency Management Coordinator.

Note: Copies of all meeting materials are available through the project's box.com account located at <https://amec.app.box.com/v/Dallas-CO-IA>

Attendees

Name		Title	Jurisdiction/Organization
Barry	Halling	Emergency Management Coordinator	Dallas County
Chad	Leonard	Sheriff	Dallas County
Murray	McConnell	Planning & Development Director	Dallas County
Terry	McClannahan	Sheriff's Department/Communications	Dallas County
Alan	Miller	Secondary Roads Dept.	Dallas County
Andy	Case	Secondary Roads Dept.	Dallas County
Mark	Hanson	County Supervisor	Dallas County
Kip	Overton	Public Works Director	City of Adel
Bob	Ockerman	City Council Member	City of Adel
Christina	Perkins	City Clerk	City of Bouton and City of Woodward
Cindy	Riesselman	City Clerk	City of Dallas Center
Christy	Trzeciak	City Clerk/Treasurer	City of Granger
Chris	Finch	City Clerk	City of Minburn
Eric	Vaughn	Asst. Police Chief	City of Perry
Brian	Eiteman	Fire Department & Public Works	City of Perry
William	Dagget	Public Safety Director	City of Van Meter and Van Meter School District
Clint	Robinson	Fire Chief	City of Waukee
John	Gibson	Public Works Director	City of Waukee
Lucas	Asche	Director of Buildings and Grounds	Adel DeSoto Minburn School District
Kevin	McLaughlin	Facilities Director	Perry School District
David	Arnold	Superintendent	West Central Valley School District
Brad	Anderson	Superintendent	Woodward-Granger School District
David	Smeltzer		Woodward-Granger School District

Page 1

Name		Title	Jurisdiction/Organization
Aimee	Bartlett	State Hazard Mitigation Officer	Iowa Homeland Security and Emergency Management
Terry	Brown	GIS Coordinator	Iowa Homeland Security and Emergency Management
Laurie	Bestgen	Senior Mitigation Planner	Amec Foster Wheeler

Introductions

The meeting began with a welcome from Laurie Bestgen, Amec Foster Wheeler Mitigation Planner and thank you to all attendees for calling in. Attendees introduced themselves and the jurisdiction or entity they were representing.

Hazard Mitigation Planning Purpose

Ms. Bestgen presented information on the purpose of Hazard Mitigation Planning and the Disaster Mitigation Act of 2000. The attendees were reminded this is an update of the Dallas County Hazard Mitigation Plan, previously approved in April 2013. A summary of the 13 Presidential Disaster Declarations including Dallas County since 1965 was presented. The July 31, 2015 Presidential Disaster Declaration (DR-4234) for Severe Storms, Tornadoes, Straight-line Winds, and Flooding was the only declaration including Dallas County that has occurred since the previous hazard mitigation plan was approved.

Grant Programs Linked to Approved Plan

Ms. Bestgen briefly discussed the FEMA Hazard Mitigation Assistance grants that require participation in an approved Hazard Mitigation Plan for jurisdictions to be eligible to apply. These include: Hazard Mitigation Grant Program, Pre-Disaster Mitigation Program, and Flood Mitigation Assistance Program. All programs are available for jurisdictions covered under an approved Hazard Mitigation Plan. Dallas County was awarded a Hazard Mitigation Assistance grant in 2003 for acquisition of floodprone property.

Multi-Jurisdictional Approach

An overview of the 9 Planning Tasks that will be followed during the planning process was given and Ms. Bestgen addressed the benefits for jurisdictions participating in this mitigation plan update including improved coordination and communication among local jurisdictions. Impacts of hazards do not stop at jurisdictional boundaries. This multi-jurisdictional approach allows for a more comprehensive risk assessment and resulting mitigation strategy for the entire planning area. The following jurisdictions have been invited to participate as "official participants" in the Dallas County Multi-Jurisdictional Hazard Mitigation Plan Update:

- Dallas County
- City of Adel
- City of Bouton
- City of Dallas Center
- City of Dawson
- City of DeSoto
- City of Dexter
- City of Granger*
- City of Linden
- City of Minburn
- City of Perry
- City of Redfield
- City of Van Meter
- City of Waukee
- City of Woodward*
- Adel-DeSoto-Minburn Schools
- Dallas Center-Grimes Schools
- Perry Schools
- Van Meter Schools
- Waukee Schools
- West Central Valley Schools
- Woodward-Granger Schools

Note (*): The cities of Granger and Woodward have portions of their city limits that extend into adjacent counties. The full corporate limits of these cities will be included in the risk assessment update. Additionally, there are several cities that extend into Dallas County from Polk County. These cities are Clive, Grimes, Urbandale, and West Des Moines. Since these cities are official cities of Polk County and are included in the Polk County Hazard Mitigation Plan, their corporate limits will be included only up to the Dallas County Boundary and these cities will be considered "stakeholders" of the planning process.

Ms. Bestgen also described the role of the HMPC. Each jurisdiction participating in development of the plan must meet the following minimum requirements:

1. Designate a representative to serve on the Dallas County HMPC, which will meet **three** times during the planning process,
2. Provide data for and assist in the development of the updated risk assessment that describes how various hazards impact your jurisdiction,
3. Provide data to describe current capabilities,
4. Develop/update mitigation actions (at least one) specific to your jurisdiction,
5. Provide comments on plan drafts as requested,
6. Inform the public, local officials, and other interested parties about the planning process and provide opportunities for them to comment on the plan, and
7. Formally adopt the mitigation plan.

Jurisdictions that choose not to participate in development of a FEMA-approved mitigation plan **will not** be eligible applicants for FEMA Hazard Mitigation Assistance Grants.

Planning for Public Involvement

The local hazard mitigation plan requirements state that the public needs to have the opportunity to comment on the plan. The public will be given two opportunities to comment on the plan; once during the drafting stage and another when the plan is complete in the final draft stage.

A survey has been created to both provide information about the plan update under development as well as gain input from the public on the hazards they are most concerned about and mitigation strategies that they think will be most effective. This was shared with the attendees via email.

Barry Halling, Emergency Management Coordinator, will be coordinating a press release announcing the availability of the survey. Barry will distribute hard copy surveys through public libraries throughout the county. The survey will also be available on SurveyMonkey.com at <https://www.surveymonkey.com/r/Dallas-CO-IA>. The survey will remain open until July 31, 2017.

Data Collection Process

Amec Foster Wheeler provided electronic files of the Data Collection Guides prior to the meeting via email. (these documents are also available through the box.com link at <https://amec.app.box.com/v/Dallas-CO-IA>). The guides are specific for local units of government and schools. To assist with completion of the Data Collection Guide, Chapter 2 of the previous plan was provided to participants via email and is also available through the box.com link. This chapter includes the capability responses provided by jurisdictions for the previous plan.

The Data Collection Guide is designed to collect information on existing capabilities within each jurisdiction to implement mitigation initiatives as well as collect information on previous hazard events. For the hazards that were included in the existing 2013 plan, information is especially needed for the events that have occurred from 2013 to the present. For hazards not included in the 2013 plan, all known previous events are needed.

Deadline for submittal of the Data Collection Guides to Amec Foster Wheeler is May 23, 2017

Discussion/Prioritization of Hazards

Ms. Bestgen presented initial research information on the 20 hazards included in the 2013 State Hazard Mitigation Plan that have the potential to impact Dallas County; she also identified which hazards were profiled in the previous county plan. Details of the information provided are in the PowerPoint presentation which can be obtained at <https://amec.app.box.com/v/Dallas-CO-IA>. Specific questions/comments made during the call are bulleted below:

- Animal/Plant/Crop Disease—a question was raised as to whether Palmer amaranth, a noxious weed that threatens agriculture in the county, was included in the previous plan under this hazard. Ms. Bestgen replied that this was not included in the previous plan, but will be added in the plan update. A question was also raised as to whether Avian Flu was included. This was included in the previous plan and will also be updated to reflect recent outbreaks in Iowa.
- Levee Failure—Planning committee members confirmed that overtopping/failure has not occurred for either the Van Meter Levee or the Adel Water Treatment Facility Levee.
- Hazardous Materials Incident—this hazard was not included in the previous plan since it is planned for through the Emergency Operations Plan ESF 10 Annex. Ms. Bestgen will coordinate further with Mr. Halling as well as review comments from jurisdictional representatives to determine what level of information should be included in the Hazard Mitigation Plan for this hazard.
- Human Disease—this hazard was not included in the previous plan since it is planned for through the Emergency Operations Plan ESF 8 Annex. Ms. Bestgen will coordinate further with Mr. Halling as well as review comments from jurisdictional representatives to determine what level of information should be included in the Hazard Mitigation Plan for this hazard.
- Infrastructure Failure—this hazard was not included in the previous plan since it is planned for through the Emergency Operations Plan ESF 12 Annex. Ms. Bestgen will coordinate further with Mr. Halling as well as review comments from jurisdictional representatives to determine what level of information should be included in the Hazard Mitigation Plan for this hazard.
- Radiological Incident—this hazard was not included in the previous plan since Dallas County is not in the Emergency Planning Zone for any of the nuclear power plants. This hazard will not be included in the Hazard Mitigation Plan update.
- Terrorism—this hazard was not included in the previous plan. It was agreed that this hazard should be included for awareness. However, no details of response will be provided and the vulnerability analysis may be limited due to concerns over including sensitive information in a public document. Ms. Bestgen will coordinate further with Mr. Halling as well as review comments from jurisdictional representatives to determine what level of information should be included in the Hazard Mitigation Plan for this hazard.
- Transportation incident—this hazard was not included in the previous plan. It was agreed that this hazard should be included in the plan update a result of the continued growth that Dallas County is experiencing that has resulted in increased traffic counts, use of rail, and air transport.

Ms. Bestgen discussed information about the hazard profiles in the plan and introduced the HMPC to the elements of probability, magnitude, warning time, and duration to rank the hazards. The table below provides additional information on the elements and rating levels.

Element/Level	Characteristics
Probability	
4 - Highly Likely	Event is probable within the calendar year. Event has up to 1 in 1 year chance of occurring (1/1=100%) History of events is greater than 33% likely per year. Event is "Highly Likely" to occur
3 - Likely	Event is probable within the next three years. Event has up to 1 in 3 years chance of occurring (1/3=33%) History of events is greater than 20% but less than or equal to 33% likely per year Event is "Likely" to occur
2 - Occasional	Event is probable within the next five years. Event has up to 1 in 5 years chance of occurring (1/5=20%) History of events is greater than 10% but less than or equal to 20% likely per year Event could "Possibly" occur
1 - Unlikely	Event is possible within the next 10 years Event has up to 1 in 10 years chance of occurring (1/10=10%) History of events is less than or equal to 10% likely per year Event is "Unlikely" but is possible of occurring
Magnitude / Severity**	
4 - Catastrophic	Multiple deaths Complete shutdown of facilities for 30 or more days More than 50 percent of property is severely damaged
3 - Critical	Injuries and/or illnesses result in permanent disability Complete shutdown of critical facilities for at least two weeks 25-50 percent of property is severely damaged
2 - Limited	Injuries and/or illnesses do not result in permanent disability Complete shutdown of critical facilities for more than one week 10-25 percent of property is severely damaged
1 - Negligible	Injuries and/or illnesses are treatable with first aid Minor quality of life lost Shutdown of critical facilities and services for 24 hours or less Less than 10 percent of property is severely damaged
Warning Time	
4	Less Than 6 Hours
3	6-12 Hours
2	12-24 Hours
1	24+ Hours
Duration	
4	More Than 1 Week
3	Less Than 1 Week
2	Less Than 1 Day
1	Less Than 6 Hours

These elements are used in the 2013 Iowa State Hazard Mitigation Plan to determine a final Hazard Assessment Score for each hazard. The score provides a hazard ranking mechanism as well as a planning significance rating, to focus planning efforts on those hazards with the highest scores. Using the ranking described in the table above, the formula used to determine each hazard's score, which includes weighting factors defined by the State of Iowa's Hazard Mitigation Plan is:

$$(\text{Probability} \times .45) + (\text{Magnitude/Severity} \times .30) + (\text{Warning Time} \times .15) + (\text{Duration} \times .10) = \text{Weighted Score}$$

The scores for each element may be revised throughout the course of the risk assessment update based on additional information. Additionally, individual hazard ranking scores will be developed for each participating jurisdiction to demonstrate how hazards vary among jurisdictions. The revised planning area hazard ranking results and results for each participating jurisdiction will be available for

comment in the draft risk assessment which will be provided to the planning committee prior to the 2nd planning meeting.

If the decision to exclude any of the 20 hazards from further review in the plan due to lack of risk/non-occurrence in the county, the HMPC will be notified and the plan update will provide justification for exclusion.

Critical Facilities

Ms. Bestgen explained that the Risk Assessment will include information on critical facilities for each jurisdiction. The GIS inventory of the critical facilities that were included in the previous plan is being updated through coordination with the Dallas County GIS Department.

Next Steps

Attendees were asked to complete their jurisdiction's Data Collection Guide by May 23, 2017. **The 2nd meeting of the Hazard Mitigation Planning Committee for this plan update will be July 18, 2017** A draft of the risk assessment update will also be provided prior to this meeting. The meeting will involve a review of the risk assessment results and update of the plan's goals and previous mitigation actions. **The 3rd and final planning meeting is scheduled for August 31, 2017.** This meeting will focus on development of any new mitigation actions as well as development of Action Implementation Plans for all continuing and new actions. Decisions to ensure review and maintenance of the Hazard Mitigation Plan will also be discussed at this final meeting. The remaining meetings will be held onsite at the Emergency Operations Center at 25747 N. Avenue, Adel, IA 50003. Specific meeting times will be announced closer to date.

B.5 Kick-Off Meeting Sign-In Sheets

Sign-in sheets below are for those that attended the kickoff meeting at the Dallas County EOC. Other attendees in the minutes signed in electronically to the Webinar and/or provided their name during jurisdiction roll call.

Dallas County Office of Emergency Management Sign-in-Sheet

Location: Dallas Co EOC Title: Hazard Mitigation Report Meeting #1 Date: May 9-2017

Name: Alan A. Miller Agency: Sec. Pdas County: Dallas
 Address: 415 River St. Abel Phone: 319-321-5888 E-mail: A.Miller@dallascounty.gov

Name: Andy Case Agency: Sec. Roads County: Dallas
 Address: 415 River St, Abel Phone: 515-993-4289 E-Mail: andy.case@dallascounty.iowa.gov

Name: Chad Leonard Agency: Dallas County S.D County: Dallas
 Address: 201 W. Nile Kinnick Phone: 993-6941 E-Mail: chad.leonard@dallascounty.iowa.gov
Azi Janssens

Name: Kip Overton Agency: City of Abel County: Dallas
 Address: 301 S. 10th St. Abel, IA 52003 Phone: 515-993-4525 E-Mail: koverton@abellia.org

Name: William Daggert Agency: Van Meter, IA County: Dallas
 Address: 505 Grant St. Van Meter, IA Phone: 515-202-4154 E-Mail: W.Daggert@VanMeterIA.gov

Name: MARK HANSON Agency: DRIVE County: DALLAS
 Address: 575 SE NORTHBRAVE Phone: 515-210-7008 E-Mail: MARK.HANSON@DALLASCOUNTYIOWA.GOV
SUPERVISORS

Dallas County Office of Emergency Management
Sign-in-Sheet

Location: Dallas Co EOC Title: HAZARD Mitigation Re-Cert meeting #1 Date: May 9-2017

Name: KEVIN D. McLAUGHLIN Agency: PERRY COMM SCHOOL County: DALLAS
 Address: 1102 WILLIS AVE SUITE 200 Phone: 515-465-4656 E-mail: KEVIN.McLAUGHLIN@PERRY.K12.TX.US

Name: Brad Anderson Agency: Woodward-Gangy CSD County: Dallas
 Address: 1904 State Street Phone: 515-799-8022 E-Mail: bradanderson@woodwardk12.tx.us
Gangy, IA 50104 School

Name: David Arnold Agency: West Central Valley County: Dallas †
 Address: 803 Washington, Dexter Phone: 515-789-4480 E-Mail: darnold@wcv.k12.tx.us

Name: DAVE SNEITZER Phone: 515 889 8022 County: DALLAS
 Address: 1904 STATE STREET Agency: Woodward Granger E-Mail: dave.sneitzer@wvg.k12.tx.us

Name: Terry M'Clannahan Phone: 515/993-6937 County: Dallas
 Address: 25747 N Ave Adel Agency: 911 E-Mail: Terry.McClannahan@dalco.org

Name: Bob DeKernen Phone: 515 238 9855 County: Dallas
 Address: 1401 S 13th St Adel Agency: City of Adel E-Mail: DeKernen@p9msi.com

B.6 Meeting #2 Agenda

Dallas County
Multi-Jurisdictional Hazard Mitigation Plan Update
Planning Meeting #2
July 18, 2017
6:00 to 8:30 pm

Agenda

Welcome/Introductions Barry Halling, Coordinator
Dallas County Emergency Management

Brief Review

Public Survey Update

Participation Requirements/Status

Plan Update Format

Sample Results of Countywide Risk Assessment Update

Update Mitigation Goals

Status Updates for Previous Mitigation Actions

Next Steps

SAVE THE DATE:

Meeting #3—Thursday, August 31st—6:00-8:30 pm

DRAFT RISK ASSESSMENT CHAPTER AVAILABLE FOR REVIEW

<https://amec.box.com/v/Dallas-CO-IA> - "Drafts for Review" Folder



Dallas County
Multi-Jurisdictional Hazard Mitigation Plan Update
Previous Plan Goals for Review / Update

1. Protect critical facilities and infrastructure from natural hazards.
2. Create a disaster resistant community by improving public understanding of natural hazards and risk by providing public awareness, preparedness, and mitigation information through various channels of communication.
3. Improve capabilities to mitigate natural hazards by incorporating mitigation strategies in plans, policies, and programs.
4. Prevent or reduce the impact of natural hazards for the residents, businesses, and municipalities of Dallas County.
5. Strengthen communication among agencies and between agencies and the public.



B.7 Meeting #2 Minutes

To **Dallas County Hazard Mitigation Planning Team**
Through **Barry Halling, Emergency Management Coordinator**
From **Laurie Bestgen, Amec Foster Wheeler Mitigation Planner**
Tel / E-mail **816-637-6378 / laurie.bestgen@amecfw.com**
Date **7/25/2017**
Subject **Minutes from Dallas County Hazard Mitigation Planning Meeting #2 held on 7/18/2017**

This document is a record of attendance and a summary of the issues discussed during the above meeting, including: a brief review of the purpose of a Hazard Mitigation Plan, an update on the public survey for the plan update, discussion of participation requirements and the status of each jurisdiction, presentation of the plan update format, sample results of the risk assessment update, a discussion to update the plan's mitigation goals, discussion of status updates of previous mitigation actions, and the next steps in this process.

Attendees

First Name	Last Name	Title	Jurisdiction/Organization
Bob	Ockerman	City Council Member	City of Adel
Kip	Overton	Public Works Director	City of Adel
Cindy	Riesselman	City Clerk	City of Dallas Center
Brian	Slaughter	Public Works Director	City of Dallas Center
Jarrod	Sturtz	Fire Chief	City of Granger
Christy	Trzeciak	City Clerk/Treasurer	City of Granger
Brian	Eiteman	Fire Department & Public Works	City of Perry
Eric	Vaughn	Asst. Police Chief	City of Perry
John	Hoy	City Council Member	City of Redfield
Clint	Robinson	Fire Chief	City of Waukee
Ken	Cavanaugh	Fire Chief	Cities of Woodward and Bouton
Craig	Greer	Officer	City of Van Meter
Barry	Halling	Emergency Management Coordinator	Dallas County
Chad	Leonard	Sheriff	Dallas County
Alan	Miller	County Engineer	Dallas County
Kathy	Moline	Clerk of Works	Dallas Center Grimes School District
Kevin	McLaughlin	Facilities Director	Perry School District
Anthony	Lohse	Principal	West Central Valley School District
Jim	Marwedel	Mitigation Planner	Iowa Homeland Security and Emergency Management
Laurie	Bestgen	Mitigation Planner	Amec Foster Wheeler

Introductions

Barry Halling, Emergency Management Coordinator with Dallas County Emergency Management began the meeting by welcoming and thanking the attendees. Laurie Bestgen, with Amec Foster Wheeler Environment & Infrastructure, Inc., the firm contracted to assist in the development of the Dallas County multi-jurisdictional hazard mitigation plan update, facilitated the remainder of the presentation.

Note: The PowerPoint presentation utilized during the meeting is available, along with other planning materials at the following Box.com location:
<https://amec.box.com/v/Dallas-CO-IA>

Purpose/Public Survey/Participation Status

Ms. Bestgen provided a brief summary of the purpose of the Hazard Mitigation Plan and the Disaster Mitigation Act of 2000 that codified the requirement of local governments to adopt a hazard mitigation plan to maintain eligibility for FEMA Hazard Mitigation Assistance Grants. The nine-task planning process was summarized and participants were informed that at the conclusion of the meeting, the planning team will have completed at least portions of Tasks 1-6. Ms. Bestgen also provided a status update and summary of responses to date for the Public Survey that has been disseminated via survey monkey at: <https://www.surveymonkey.com/r/Dallas-CO-IA> Planning team representatives were encouraged to continue to publicize the availability of the surveys and to notify Amec Foster Wheeler of these efforts so that they can be described in the planning process section of the plan. To date, over 50 surveys have been collected. The survey close date was extended to August 18, 2017.

A review of the requirements for jurisdictions to officially participate in the Multi-Jurisdictional Hazard Mitigation Plan was provided as well as a table summarizing each jurisdiction's participation to date.

Plan Format/Sample Results of Countywide Risk Assessment

Ms. Bestgen provided the overall format of the plan update document as follows:

- Executive Summary
- Chapter 1—Planning Process
- Chapter 2—Jurisdiction Profiles
- **Chapter 3—Risk Assessment**
- Chapter 4—Mitigation Strategy
- Chapter 5—Plan Maintenance
- Appendices

A PDF file of the Chapter 3 draft risk assessment has been uploaded to the Box.com account provided on page 1 of these minutes. Ms. Bestgen asked that the planning committee, along with other representatives from their jurisdiction, review the risk assessment and provide comments and additional data by August 4, 2017. Jurisdictions were specifically requested to review the hazard ranking tables at the end of each hazard section to review/validate the ranking of each hazard for their jurisdiction. There are several areas in the draft risk assessment that are highlighted in blue, indicating information is needed from jurisdictions. Yellow highlighting in the risk assessment indicates further analysis or research to be completed by Amec Foster Wheeler.

Ms. Bestgen provided a summary of the hazard ranking for the overall planning area and requested that the planning committee provide any comments on these rankings along with other comments on the risk assessment. The overview presentation provided just some of the details that are included in the full Draft Risk Assessment for the following hazards: Tornado/Windstorm, Transportation Incident, River Flooding, Severe Winter Storm, Drought,

Flash Flood, Grass or Wildland Fire, Dam Failure, and Levee Failure. All 17 hazards identified for Dallas County are included in the Draft Risk Assessment chapter that is available for review

Mitigation Goals

Following the discussion of the risk assessment, Ms. Bestgen facilitated a discussion of the mitigation goals. Common categories of mitigation goals were presented as well as the 2013 State Hazard Mitigation Plan goals.

This planning effort is an update to an existing hazard mitigation plan. As a result, the goals from the *2013 Dallas County Multi-Jurisdictional Hazard Mitigation Plan* were reviewed. The planning committee determined that all five previous goals remain valid. No changes were made to the plan goals.

1. Protect critical facilities and infrastructure from natural hazards.
2. Create a disaster resistant community by improving public understanding of natural hazards and risk by providing public awareness, preparedness, and mitigation information through various channels of communication.
3. Improve capabilities to mitigate natural hazards by incorporating mitigation strategies in plans, policies, and programs.
4. Prevent or reduce the impact of natural hazards for the residents, businesses, and municipalities of Dallas County.
5. Strengthen communication among agencies and between agencies and the public.

Mitigation Action Status Updates

The planning team members were provided handouts of the actions that were included in the previous plan and were instructed to provide status updates and comments by August 4, 2017. The table below provides a summary of the previous actions for each jurisdiction.

Jurisdiction	# of Previous Actions
Dallas County	9
City of Adel	8
City of Bouton	2
City of Dallas Center	7
City of Dawson	4
City of DeSoto	2
City of Dexter	5
City of Granger	6
City of Linden	1
City of Minburn	3
City of Perry	12
City of Redfield	3
City of Van Meter	5
City of Waukee	3
City of Woodward	6
Adel-DeSoto-Minburn Schools	2
Dallas Center-Grimes Schools	1

Jurisdiction	# of Previous Actions
Perry Schools	3
Van Meter Schools	3
Waukee Schools	1
West Central Valley Schools	2
Woodward-Granger Schools	2
Grand Total	90

The final meeting planned for August 31, 2017 will focus on development of any new mitigation actions. Planning team members were asked to consider what actions could reduce/eliminate damages as they review the Draft Risk Assessment as well as discuss mitigation alternatives with other representatives from their jurisdiction.

Next Steps

- 8/4—Risk Assessment Chapter Comments Due
- 8/4—Action Status Updates/Comments Due (blue columns)
- 8/31—Final Meeting - Updating/Developing New Mitigation Actions
- 9/15—Action Plan Forms Due for Continuing & New Actions
- 10/15—Final Draft of Full Plan Update for Committee Review
- 10/31—Final Public Comment Period / State Review
- Early December—Submit Plan to FEMA
- Early February—Anticipate FEMA's Approval Pending Adoption
- February/March—Jurisdictions Adopt Plan

B.8 Meeting #2 Sign-In Sheets

DALLAS COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN UPDATE			
MEETING #2—SIGN-IN SHEET			
Project:	Dallas County, Iowa Multi-jurisdictional Hazard Mitigation Plan Update	Meeting Date/Time:	July 18, 2017 6:00-8:30 pm
Facilitator:	Laurie Bestgen, Amec Foster Wheeler	Place/Room:	Dallas County Emergency Operations Center 25747 N. Avenue, Adel, IA 50003

Name	Title	Department/Agency	Email	Phone #	Signature
Kristy Trzeciak	City Clerk	Granger	cityclerk@grangeria.com	999-2210	<i>Kristy Trzeciak</i>
Jarrod Stutz	Fire Chief	Granger			<i>Jarrod Stutz</i>
Cindy Riessman	clerk	Dallas Center		992-3725	<i>Cindy Riessman</i>
Brian Slaughter	Public Works Dir	Deer Center		992-3725	<i>Brian Slaughter</i>
Brian Eiteman	Asst. Chief	Perry PD		689-9439	<i>Brian Eiteman</i>
KEVIN D M'LAUGHLIN	BUILDINGS & GROUNDS DIRECTOR	PERRY Comm SCHOOLS	KEVIN.M'LAUGHLIN@PERRY.K12.IA.US	515-490-5446	<i>Kevin D. McLaughlin</i>
Bob Ockerman	City Adel	Adel		515-238-9835	<i>Bob Ockerman</i>
Kathy Malue	Chief of Works	DCG	KMalue@dc-grimes.k12.ia.us	515-986-5753	<i>Kathy Malue</i>
Ken Cavanaugh	Fire Chief	Woodward Bowton	kcavanaugh@minburn.com.net	(515) 490-4269	<i>Ken Cavanaugh</i>
Chad Leonard	Sheriff	Sheriff's Office	chad.leonard@dallascountywa.gov	202-5412	<i>Chad Leonard</i>



**DALLAS COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN UPDATE
MEETING #2—SIGN-IN SHEET**

Project:	Dallas County, Iowa Multi-jurisdictional Hazard Mitigation Plan Update	Meeting Date/Time:	July 18, 2017 6:00-8:30 pm
Facilitator:	Laurie Bestgen, Amec Foster Wheeler	Place/Room:	Dallas County Emergency Operations Center 25747 N. Avenue, Adel, IA 50003

Name	Title	Department/Agency	Email	Phone #	Signature
JOHN HOY	CITY COUNCIL	ROSFIELD	JRHOY@AOL.COM	515-833-2662	<i>John Hoy</i>
Craig Greer	Van Meter P.D.	Van Meter	CGreer@vanmeter.ia.gov	515 229-9267	<i>Craig Greer</i>
Kip Overton	Adel PWD	Adel	kouerton@adelia.iowa.gov	515-490-7430	<i>Kip Overton</i>
Anthony Lohse	Principal WCV	WCV Schools	alohse@wcv.k12.iowa.gov	515 833-2351	<i>Anthony Lohse</i>
Eric Vaughn	Police Chief	Perry P.D.	eric.v Vaughn@perryia police.com	465-4636	<i>Eric Vaughn</i>
Clint Robinson	Fire Chief	Waukena FD	Crobinson@waukena.org	978 9778	<i>Clint Robinson</i>
Alan Miller	County Engineer	Dallas Co. Sec. Roads	Al.Miller@dallascounty.iowa.gov	319-321-5688	<i>Alan Miller</i>
Jim Marwedel	Mitigation Planner	Iowa HS& Emer Mgmt	jim.marwedel@iowa.gov	515-725-3249	<i>Jim Marwedel</i>



B.9 Meeting #3 Agenda

Dallas County
Multi-Jurisdictional Hazard Mitigation Plan Update
Planning Meeting #3

Thursday, August 31, 2017
6:00 - 8:30 pm

Agenda

- Introductions/Remarks Barry Halling, Coordinator
Dallas County Emergency Management
- Review Purpose/Requirements
- Public Survey Results
- Updating the Mitigation Strategy
 - Review Updated Plan Goals
 - Status of Previous Actions
 - Development of New Actions
 - Prioritization of Mitigation Actions
- Hazard Mitigation Assistance Grants
- Plan Maintenance
- Next Steps

Please access meeting materials and draft documents here:

<https://amec.box.com/v/Dallas-CO-IA>



B.10 Meeting #3 Minutes

To **Dallas County Hazard Mitigation Planning Team**
Through **Barry Halling, Emergency Management Coordinator**
From **Laurie Bestgen, Amec Foster Wheeler Mitigation Planner**
Tel / E-mail **816-637-6378 / laurie.bestgen@amecfw.com**
Date **9/5/2017**
Subject **Minutes from Dallas County Hazard Mitigation Planning Meeting #3 held on 8/31/2017**

This document is a record of attendance and a summary of the issues discussed during the above meeting, including: a brief review of the purpose of a Hazard Mitigation Plan, the public survey results, updating the mitigation strategy, Hazard Mitigation Assistance grants, plan maintenance and the next steps in this process.

Attendees

First Name	Last Name	Title	Jurisdiction/Organization
Bob	Ockerman	City Council Member	City of Adel
Cindy	Riesselman	City Clerk	City of Dallas Center
Brian	Slaughter	Public Works Director	City of Dallas Center
Breanna	Morman-Gonzalez	Mayor	City of Dawson
Christine	Huff	Mayor	City of Dexter
Christy	Trzeciak	City Clerk/Treasurer	City of Granger
Chris	Fitch	City Clerk	City of Minburn
John	Hoy	City Council Member	City of Redfield
William	Dagget	Public Safety Director	City of Van Meter and Van Meter School District
Karl	Harris	Captain	City of Bouton and City of Woodward
Barry	Halling	Emergency Management Coordinator	Dallas County
Chad	Leonard	Sheriff	Dallas County
Deron	Durflinger	Superintendent	Van Meter School District
Eric	Rose	Chief Operating Officer	Waukee School District
Brad	Anderson	Superintendent	Woodward-Granger School District

Laurie Bestgen, with Amec Foster Wheeler, the firm contracted to assist in the development of the Dallas County multi-jurisdictional hazard mitigation plan update, facilitated the meeting.

Note: The PowerPoint presentation utilized during the meeting is available, along with other planning materials at the following Box.com location:
<https://amec.box.com/v/Dallas-CO-IA>

Review Purpose/Participation Status

Ms. Bestgen provided a brief summary of the purpose of the Hazard Mitigation Plan and the Disaster Mitigation Act of 2000 that codified the requirement of local governments to adopt a hazard mitigation plan to maintain eligibility for FEMA Hazard Mitigation Assistance Grants. The nine-task planning process was summarized and participants were informed that at the conclusion of the meeting, the planning committee will have completed at least portions of Tasks 1-6.

A review of the requirements for jurisdictions to officially participate in the Multi-jurisdictional Hazard Mitigation Plan was provided along with the status of each jurisdiction to-date with regard to meeting attendance, completion of Data Collection Guides, and provision of Action Status Updates (see table below):

Jurisdiction	Meeting Attendance	Data Collection Guide	Action Status
Dallas County	x	x	Partial
Adel	x	x	x
Bouton	x	x	x
Dallas Center	x	x	x
Dawson			
De Soto		x	x
Dexter			
*Granger	x	x	x
Linden			
Minburn	x	x	x
Perry	x	x	x
Redfield	x	x	x
Van Meter	x	x	x
Waukee	x	x	x
*Woodward	x	x	x
Adel DeSoto Minburn School District	x	x	x
Dallas Center Grimes School District	x		x
Perry School District	x	x	
Van Meter School District	x	x	x
Waukee School District			x
WCV Schools	x	x	x
Woodward-Granger School District	x	x	x

Public Survey Results

Ms. Bestgen presented a summary of the public survey results. To date, 80 surveys have been completed.

According to the survey responses, of the hazards evaluated, the top three in terms of probability of occurrence were Thunderstorm/Lightning/Hail, Tornado/ Windstorm, and Severe

Winter Storm. The top three hazards in terms of potential magnitude were: Tornado/Windstorm, Severe Winter Storm, and Thunderstorm/Lightning/Hail.

Mitigation Strategy

Ms. Bestgen reviewed the following information related to update of the mitigation strategy:

- Plan Goals
- Previous Actions from 2013 Plan
- Public Opinion from Surveys
- State Priorities for Hazard Mitigation Assistance Grants
- Key Issues from Risk Assessment (sample hazards)
- FEMA's Mitigation Ideas booklet

Goals

To facilitate discussion and ideas on new actions that jurisdictions may want to submit to the plan update, Ms. Bestgen reminded the planning of the plan goals that were validated at meeting #2.

1. Protect critical facilities and infrastructure from natural hazards.
2. Create a disaster resistant community by improving public understanding of natural hazards and risk by providing public awareness, preparedness, and mitigation information through various channels of communication.
3. Improve capabilities to mitigate natural hazards by incorporating mitigation strategies in plans, policies, and programs.
4. Prevent or reduce the impact of natural hazards for the residents, businesses, and municipalities of Dallas County.
5. Strengthen communication among agencies and between agencies and the public.

Previous Actions

Ms. Bestgen provided handouts to each jurisdiction listing all previous actions with action status updates where provided by jurisdictions in advance of the meeting. As of the meeting no status updates were provided for 19 actions. The table below provides the number of actions by updated status for each jurisdiction.

Jurisdiction	Completed	Deleted	Continue In-Progress	Continue Not Started	Not Reported	Grand Total
Dallas County	1		1	1	6	9
City of Adel			5	3		8
City of Bouton				2		2
City of Dallas Center			5	2		7
City of Dawson					4	4
City of DeSoto				2		2

Jurisdiction	Completed	Deleted	Continue In-Progress	Continue Not Started	Not Reported	Grand Total
City of Dexter					5	5
City of Granger	1		3	2		6
City of Linden					1	1
City of Minburn			1	2		3
City of Perry	2		4	6		12
City of Redfield		1	1	1		3
City of Van Meter	2	1	2			5
City of Waukee			3			3
City of Woodward			3	3		6
Adel-DeSoto-Minburn Schools			1	1		2
Dallas Center-Grimes Schools				1		1
Perry Schools					3	3
Van Meter Schools				3		3
Waukee Schools			1			1
West Central Valley Schools				2		2
Woodward-Granger Schools	1			1		2
Grand Total	7	2	30	32	19	90

Public Opinion

The survey results for the question asking the public about the mitigation actions that they felt should be considered resulted in the following percent of public support for each action type presented:

ANSWER CHOICES	RESPONSES
▼ New Tornado Safe Room Construction	72.97% 54
▼ Minor Localized Flood Reduction Projects (stormwater management or other localized flood control projects)	60.81% 45
▼ Structural Retrofitting of Existing Buildings to Add a Tornado Saferoom	51.35% 38
▼ Electrical Utilities Infrastructure Retrofit (i.e. strengthening lines/connections to withstand ice/wind damages, burying power lines)	39.19% 29
▼ Soil Erosion Stabilization	28.38% 21
▼ Flood-prone Property Acquisition & Structure Demolition/Relocation	24.32% 18
▼ Wildfire Mitigation	21.62% 16
▼ Flood-prone Structure Elevation	20.27% 15
▼ Retrofitting of Existing Buildings and Facilities to Prevent Wind Damage	20.27% 15
▼ Floodproofing of Historical and/or Non-residential Structures	10.81% 8

Additionally, the following opinion statements were collected through the public survey:

- “This is a good plan, however government overreach will happen.”

-
- “Quit forgetting about Northwestern Dallas County.”
 - “Study of river flow through Adel, removing bottlenecks flow direction of channel and Mill Slough.”
 - Update sirens in Redfield, DeSoto, Dexter, Linden, Bouton, Dawson, then place strategically additional sirens through county in populated areas.”
 - “There needs to be stricter engineering and building codes for new construction, specifically in regards to storm water management.”

State Priorities

Ms. Bestgen also discussed the priorities set by the Iowa Homeland Security and Emergency Management Division for use of Hazard Mitigation Assistance Grants.

- Flood-prone Property Acquisition & Structure Demolition /Relocation
- Flood-Prone Structure Elevation
- Dry Floodproofing of Historical Residential Structures
- Dry Floodproofing of Non-residential Structures
- Minor Localized Flood Reduction Projects (storm water management or localized flood control projects)
- Structural Retrofitting of Existing Buildings (adding a tomado safe room)
- Non-structural Retrofitting of Existing Buildings, and Facilities from wind damage.
- New Tornado Safe Room Construction
- Electrical Utilities Infrastructure Retrofit
- Soil Erosion Stabilization
- Wildfire Mitigation

Key Issues / Action Ideas

Key issues/problem statements for select hazards in the risk assessment were discussed for the following hazards: Tomado/Windstorm, River Flooding, Severe Winter Storm, Drought, and Flash Flooding. The discussion was geared toward identifying any gaps that may exist between the problems identified and actions already developed to address the problems. Action ideas were also discussed for these hazards. The planning committee was encouraged to develop new actions to fill any gaps.

Planning committee members will work with others in their jurisdiction to review the risk assessment to determine any additional new mitigation actions that are necessary for these and the remaining hazards in the plan.

FEMA Mitigation Ideas Booklet

Copies of FEMA's Mitigation Ideas Booklet and the link <http://www.fema.gov/hazard-mitigation-planning-resources> were provided to the HMPC to help identify additional new mitigation actions. Action ideas from this booklet were reviewed for select hazards. Jurisdictions were encouraged to review this document with others in their jurisdiction to determine final mitigation actions to submit to the plan update.

Mitigation Action Plans

Ms. Bestgen discussed the Action Plan Form that has been created to capture each jurisdiction's continuing and new actions. Communities participating in the National Flood Insurance Program were informed that they must have at least one action addressing continued compliance with the National Flood Insurance Program.

The due date for completion and return of the Action Plan worksheets for all Continuing and New actions is September 22, 2017. Planning team members may also request a MS Excel Worksheet to record Action Plan details, if desired.

In discussing the action plans, the concept of cost-effectiveness of actions was discussed. For planning purposes, benefits will be recorded for each action in qualitative terms. For example, an action to construct a community safe room will provide life-safety benefits. Ms. Bestgen explained that for actions that will be submitted as Hazard Mitigation Assistance grant applications, a quantitative benefit-cost analysis must be completed to demonstrate that the benefits that will be realized after implementation outweigh the cost of completing the project. FEMA has benefit-cost analysis modules available for this purpose.

Action Prioritization

The Action Plan Worksheet includes questions to assist in the prioritization of mitigation actions. The STAPLEE method of analyzing the Social, Technical, Administrative, Political, Legal, Economic and Environmental aspects of a project was utilized in the 2013 plan and is being carried forward in this plan update. In addition to the STAPLEE criteria, four additional mitigation-effectiveness criteria have been added to the Action Plan Worksheet. Therefore, the STAPLEE criteria and mitigation effectiveness prioritization exercise will be completed for all continuing and new actions for the plan update.

Hazard Mitigation Assistance Grants

The Hazard Mitigation Plan is a requirement for jurisdictions to be eligible to apply for FEMA's Hazard Mitigation Assistance Grants. Jurisdictions were informed that Iowa's Homeland Security and Emergency Management Division is the State agency responsible for administration of these grants. If they are considering applying for hazard mitigation assistance funding, they were instructed to contact the Deputy State Hazard Mitigation Officer, Dan Schmitz, at 515-725-9369 to obtain additional details regarding the various grant programs, the application process, and current available funds. Ms. Bestgen also presented a list of agencies and grant programs of other state and federal grants that fund mitigation activities.

Plan Maintenance

Ms. Bestgen discussed the requirements for the plan to provide a formal plan maintenance process to ensure that the mitigation plan remains an active and relevant document. After discussion, the following plan maintenance process was agreed to by group consensus:

- The HMPC will meet annually to review the Hazard Mitigation Plan;
- The Dallas County Emergency Management Coordinator will organize the meetings;
- After the annual review, the Emergency Management Coordinator will forward the updated Mitigation Strategy with status updates to mayors, city clerks, and school superintendents for consideration in other planning mechanisms/discussions;

-
- The Dallas County Emergency Management Coordinator will coordinate the formal plan update/re-submittal to IA HSEMD and FEMA every 5 years;
 - The public will be involved in the plan maintenance process by issuing a press release in local newspapers indicating the team has met with a summary of mitigation action status updates and highlights of specific completed mitigation actions, as applicable.

During the meeting, Ms. Bestgen distributed a questionnaire to determine how the mitigation plan was incorporated into other planning mechanisms in the last 5 years as well as develop a method to incorporate the mitigation plan into jurisdictional planning mechanisms moving forward. Ms. Bestgen will follow up with the jurisdictions that did not return the questionnaire at the meeting.

The planning committee discussed the fact that many of the small towns do not have formal planning mechanisms in place such as comprehensive plans or capital improvement plans. For these jurisdictions community planning occurs through City Council meetings as improvements are needed and as funds allow. The method developed for integration of the hazard mitigation plan going forward, in these cases, may include agreement by these cities to review the mitigation strategy at least annually (after the annual plan review) to determine if any of the actions can be implemented and/or what steps may need to be taken to work towards implementation.

Next Steps

The meeting concluded with a discussion of the remaining steps to complete the planning process as follows:

- **9/22/2017**
 - **Action Forms Due for Continuing and New Actions**
- 10/15/2017—Committee Comment Period Target
- 10/31/2017—Final Public Comment Period / IA HSEMD Review Target
- Early December 2017—Submit Plan to FEMA
- Early February 2018—Anticipate FEMA's Approval Pending Adoption (preliminary approval)
- February/March 2018—Jurisdictions Adopt Plan

B.11 Meeting #3 Sign-In Sheets

DALLAS COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN UPDATE MEETING #3—SIGN-IN SHEET			
Project:	Dallas County, Iowa Multi-jurisdictional Hazard Mitigation Plan Update	Meeting Date/Time:	August 31, 2017 6:00-8:30 pm
Facilitator:	Laurie Bestgen, Amec Foster Wheeler	Place/Room:	Dallas County Emergency Operations Center Address: 25747 N. Avenue, Adel, IA 50003

Name	Title	Department/Agency	Email	Phone #	Signature
KARL HARRIS	Capt	Washburn Fire Benton Fire	karl.harris@gmail.com	515 490 8296	
Chad Leonard	Sheriff	Dallas County			
William Duggett	Chief	Van Meter PD	wduggett@vanmeter.org	202-4154	
Bob Ockerman	City Council	Adel		515 288 9835	
Cindy Kesselman	Clerk	Dallas Center			
Brian Slaughter	Pw Director	Dallas Center			
Christine Huff	Mayor	Defton	Defton Meyer@windethorn.net	515 402 8460	
Kris Fitch	City Clerk	Minburn	minburncityclerk@minburncomm.net	515-677-2245	
Brad Anderson	Supt.	W6 CSD	bradanderson@w6schools.org	319 999 9022	
JOHN HOY	COUNCIL MEMBER	REDFIELD	JKH04@ADL.COM	515-250-1580	



**DALLAS COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN UPDATE
MEETING #3—SIGN-IN SHEET**

Project:	Dallas County, Iowa Multi-jurisdictional Hazard Mitigation Plan Update	Meeting Date/Time:	August 31, 2017 6:00-8:30 pm
Facilitator:	Laurie Bestgen, Amec Foster Wheeler	Place/Room:	Dallas County Emergency Operations Center Address: 25747 N. Avenue, Adel, IA 50003

Name	Title	Department/Agency	Email	Phone #	Signature
Cameron Stufflebeam	Program Assistant	PCEMA	cameron.stufflebeam@polkcountyiaowa.gov	515-286-2187	<i>[Signature]</i>
Kristy Trzeziak	City clerk	Granger	cityclerkgranger@midwestia.com	515-999-2210	<i>[Signature]</i>
Eric Rose	C.O.O.	Waukeo Schools	erose@waukeo-schools.org	(515)313-1170	<i>[Signature]</i>
Deron Durlinger	Supt.	Van Meter SD	deron.durlinger@vanmeteria.com	515 796 2221	<i>[Signature]</i>
Breanna Morman-Gantner	Mayor	Dawson	mayorofdawson@gmail.com	515 418-0350	<i>[Signature]</i>
Also present but didn't sign in					
Barry Helling	Coordinator	Dallas County Emergency Mgmt			
Mike Greif	Director	Granger Public Works			



B.12 Public Notice During Drafting Stage (Dallas County News)

Proof Of Publication In
DALLAS COUNTY NEWS

STATE OF IOWA, DALLAS COUNTY, ss.

I, Lisa Widick, on oath depose and say that I am Publisher of The Dallas County News, a weekly newspaper, published at Adel, Dallas County, Iowa; that the annexed printed:

DALLAS COUNTY EMERGENCY MANAGEMENT

Planning Committee Public Input Notice

was published in said newspaper 1 time(s) on June 1, 2017, the last day of said publication being June 1, 2017.

Lisa Widick

 **KIMBERLY NELSEN**
Commission Number 790054
My Commission Exp. May 19, 2018

Kimberly Nelsen

sworn to before me and subscribed in my presence by Lisa Widick this the 1st day of June, 2017

FEE: \$34.92
AD #: 979885
ACCT: 36184

#979885
Dallas County Planning
Committee Seeks Public Input

A planning committee comprised of representatives from Dallas County, the incorporated cities, public school districts, and other stakeholders is currently updating the comprehensive Dallas County Multi-Jurisdictional Hazard Mitigation Plan. The Dallas County Hazard Mitigation Planning Committee is seeking public input for the plan update. A summary of the plan update effort underway, as well as a questionnaire to capture public opinion and comments, is available at <https://www.surveymonkey.com/r/Dallas-CO-IA>. Hard copies of the questionnaire will also be available at public library locations in the county during normal operating hours. The survey will be available until July 31, 2017. The purpose of this outreach effort is to provide information to the public on the plan that is being updated as well as gain public input.

The plan update will address a comprehensive list of hazards -- ranging from severe winter storms and flooding to hazardous materials incidents and tornadoes -- and will assess the likely impacts of these hazards on communities and school districts in Dallas County. This effort will also update current strategies and identify additional strategies to reduce the vulnerability of people and property in the participating jurisdictions from the impacts of hazards as well as maintain eligibility for participating jurisdictions for mitigation funding programs administered by the Federal Emergency Management Agency (FEMA).

Dallas County has taken the lead in coordinating the update of this plan under the direction of Emergency Management Coordinator, Barry Halling. The County has drawn on the expertise of consultants with Amec Foster Wheeler Environment & Infrastructure, Inc. a firm that specializes in hazard mitigation and emergency management.

Feedback from the public will be incorporated into the draft plan, which will be available for public review and comment later this fall. Upon approval into the Iowa Homeland Security and Emergency Management Department and FEMA, the plan will be presented to the Dallas County Board of Supervisors, City Councils, and School Boards of each participating jurisdiction for formal adoption. For more information on this project, contact Barry Halling at 515-993-2134 or via email at barry.halling@dallascountyia.gov.

Published in the Dallas County News on June 1 and the Perry Chief on June 2, 2017 (17)

B.13 Public Notice During Drafting Stage (Perry Chief)

Proof Of Publication In
PERRY CHIEF

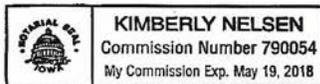
STATE OF IOWA, DALLAS COUNTY, ss.

I, Lisa Widick, on oath depose and say that I am Publisher of the Perry Chief, a weekly newspaper, published at Perry, Dallas County, Iowa; that the annexed printed:

DALLAS COUNTY EMERGENCY MANAGEMENT
Dallas County Planning Committee Public Input Notice

was published in said newspaper 1 time(s) on June 2, 2017 the last day of said publication being June 2, 2017.

Lisa Widick



Kimberly Nelsen

sworn to before me and subscribed in my presence by Lisa Widick this June 2, 2017.

FEE: \$34.92

AD: 979885

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Legal Notice

derway, s well as a questionnaire to capture public opinion and comments, is available at <https://www.surveymonkey.com/r/Dallas-CO-IA>. Hard copies of the questionnaire will also be available at public library locations in the county during normal operating hours. The survey will be available until July 31, 2017. The purpose of this outreach effort is to provide information to the public on the plan that is being updated as well as gain public input.

The plan update will address a comprehensive list of hazards -- ranging from severe winter storms and flooding to hazardous materials incidents and tornadoes -- and will assess the likely impacts of these hazards on communities and school districts in Dallas County. This effort will also update current strategies and identify additional strategies to reduce the vulnerability of people and property in the participating jurisdictions from the impacts of hazards s well as maintain eligibility for participating jurisdictions for mitigation funding programs administered by the Federal Emergency Management Agency (FEMA).

Dallas County has taken the lead in coordinating the update of this plan under the direction of Emergency Management Coordinator, Barry Halling. The County has drawn on the expertise of consultants with Amec Foster Wheeler Environment & Infrastructure, Inc. a firm that specializes in hazard mitigation and emergency management.

Feedback from the public will be incorporated into the draft plan, which will be available for public review and comment later this fall. Upon approval into the Iowa Homeland Security and Emergency Management Department and FEMA, the plan will be presented to the Dallas County Board of Supervisors, City Councils, and School Boards of each participating jurisdiction for formal adoption. For more information on this project, contact Barry Halling at 515-993-2134 or via email at barry.halling@dallascountyia.gov.

Published In the Dallas County News on June 1 and the Perry Chief on June 2, 2017 (1T)

#979885
Dallas County Planning Committee Seeks Public Input

A planning committee comprised of representatives from Dallas County, the incorporated cities, public school districts, and other stakeholders is currently updating the comprehensive Dallas County Multi-Jurisdictional Hazard Mitigation Plan. The Dallas County Hazard Mitigation Planning Committee is seeking public input for the plan update. A summary of the plan update effort un-

B.14 Plan Summary/Questionnaire for Public Comment during Drafting Stage

Online Survey was available at SurveyMonkey.com and hard copies were available at public libraries.

Public Survey: Dallas County Multi-jurisdictional Hazard Mitigation Plan

The federal government requires all states and local governments to have hazard mitigation plans approved by FEMA that are consistent with the Disaster Mitigation Act of 2000. This is required to maintain eligibility for certain types of federal Hazard Mitigation Assistance Grants. Mitigation planning is the process of identifying hazards to which jurisdictions are at risk as well as development of actions that will reduce or prevent damages from those hazards.

A planning committee comprised of representatives from Dallas County, the incorporated cities, public school districts, and other stakeholders including private businesses, private non-profits, and others is currently developing an update to the comprehensive Dallas County Multi-Jurisdictional Hazard Mitigation Plan with a strategy to reduce the vulnerability of people and property in the planning area to the impacts of hazards and to remain eligible for mitigation funding programs from FEMA.

One of the key components of a hazard mitigation plan is public input during the planning process. The planning committee will be evaluating information on the hazards that impact each jurisdiction within Dallas County. The committee is seeking your input on the hazards that will be evaluated as well as your opinions on the types of activities that should be considered to reduce future impacts. Your comments will be considered by your community's representatives on the planning committee as the plan is developed. Please take a few moments to answer the following questions. Thank you for your participation.

1. Please select your jurisdiction from the list. You may only select one jurisdiction for each survey completed. If you belong to more than one jurisdiction in this list, please complete multiple surveys.

- | | | |
|---|--|---|
| <input type="checkbox"/> Unincorporated Dallas County | <input type="checkbox"/> City of Linden | <input type="checkbox"/> Adel-DeSoto-Minburn Schools |
| <input type="checkbox"/> City of Adel | <input type="checkbox"/> City of Minburn | <input type="checkbox"/> Dallas Center-Grimes Schools |
| <input type="checkbox"/> City of Bouton | <input type="checkbox"/> City of Perry | <input type="checkbox"/> Perry Schools |
| <input type="checkbox"/> City of Dallas Center | <input type="checkbox"/> City of Redfield | <input type="checkbox"/> Van Meter Schools |
| <input type="checkbox"/> City of Dawson | <input type="checkbox"/> City of Van Meter | <input type="checkbox"/> Waukee Schools |
| <input type="checkbox"/> City of DeSoto | <input type="checkbox"/> City of Waukee | <input type="checkbox"/> West Central Valley Schools |
| <input type="checkbox"/> City of Dexter | <input type="checkbox"/> City of Woodward | <input type="checkbox"/> Woodward-Granger Schools |
| <input type="checkbox"/> City of Granger | <input type="checkbox"/> Other* _____ | |

*Note: The Cities of Clive, Grimes, Urbandale, and West Des Moines are participants of the Polk County Hazard Mitigation Plan. If you live in these cities on the Dallas County side, please indicate "other" and write in the name of your jurisdiction.

2. The hazards addressed in the Multi-Jurisdictional Hazard Mitigation Plan Update are listed below. Please indicate your opinion on the likelihood for each hazard to impact YOUR JURISDICTION (identified above).

Please rate **EACH** hazard 1 through 4 as follows:

1=Unlikely, 2=Occasional, 3=Likely, 4=Highly Likely

- | | | |
|--|---|--|
| <input type="checkbox"/> Animal/Plant/Crop Disease | <input type="checkbox"/> Grass or Wildland Fire | <input type="checkbox"/> Severe Winter Storm |
| <input type="checkbox"/> Dam/Levee Failure | <input type="checkbox"/> Hazardous Materials Incident | <input type="checkbox"/> Sinkholes |
| <input type="checkbox"/> Drought | <input type="checkbox"/> Human Disease | <input type="checkbox"/> Terrorism |
| <input type="checkbox"/> Earthquake | <input type="checkbox"/> Infrastructure Failure | <input type="checkbox"/> Thunderstorm/Lightning/Hail |
| <input type="checkbox"/> Expansive Soils | <input type="checkbox"/> Landslide | <input type="checkbox"/> Tornado/Windstorm |
| <input type="checkbox"/> Extreme Heat | <input type="checkbox"/> Radiological Incident | <input type="checkbox"/> Transportation Incident |
| <input type="checkbox"/> Flash Flood | <input type="checkbox"/> River Flooding | |

Optional Online Survey: <https://www.surveymonkey.com/r/Dallas-CO-IA>

Public Survey: Dallas County Multi-jurisdictional Hazard Mitigation Plan

3. Please indicate your opinion on the potential magnitude of each hazard's impact on YOUR JURISDICTION (identified above). Please rate **EACH** hazard 1 through 4 as follows: **1=Negligible, 2=Limited, 3=Critical, 4=Catastrophic**

- | | | |
|--|---|--|
| <input type="checkbox"/> Animal/Plant/Crop Disease | <input type="checkbox"/> Grass or Wildland Fire | <input type="checkbox"/> Severe Winter Storm |
| <input type="checkbox"/> Dam/Levee Failure | <input type="checkbox"/> Hazardous Materials Incident | <input type="checkbox"/> Sinkholes |
| <input type="checkbox"/> Drought | <input type="checkbox"/> Human Disease | <input type="checkbox"/> Terrorism |
| <input type="checkbox"/> Earthquake | <input type="checkbox"/> Infrastructure Failure | <input type="checkbox"/> Thunderstorm/Lightning/Hail |
| <input type="checkbox"/> Expansive Soils | <input type="checkbox"/> Landslide | <input type="checkbox"/> Tornado/Windstorm |
| <input type="checkbox"/> Extreme Heat | <input type="checkbox"/> Radiological Incident | <input type="checkbox"/> Transportation Incident |
| <input type="checkbox"/> Flash Flood | <input type="checkbox"/> River Flooding | |

4. FEMA Hazard Mitigation Assistance Grants can fund projects identified in the Hazard Mitigation Plan. These grants are administered by the Iowa Homeland Security & Emergency Management Department. Listed below are some types of projects considered.

Please check all those that could benefit your jurisdiction, in your opinion:

- | | |
|--|--|
| <input type="checkbox"/> Flood-prone Property Acquisition & Structure Demolition /Relocation | <input type="checkbox"/> Non-structural Retrofitting of Existing Buildings, and Facilities from Wind Damage. |
| <input type="checkbox"/> Flood-Prone Structure Elevation | <input type="checkbox"/> New Tornado Safe Room Construction |
| <input type="checkbox"/> Dry Floodproofing of Historical Residential Structures and/or Non-residential Structures | <input type="checkbox"/> Electrical Utilities Infrastructure Retrofit |
| <input type="checkbox"/> Minor Localized Flood Reduction Projects (storm water management or localized flood control projects) | <input type="checkbox"/> Soil Erosion Stabilization |
| <input type="checkbox"/> Structural Retrofitting of Existing Buildings to Add a Tornado Safe Room | <input type="checkbox"/> Wildfire Mitigation |
| | <input type="checkbox"/> Other (please specify) |

5. Please comment on any other issues that the Dallas County Hazard Mitigation Planning Committee should consider in developing a strategy to reduce future losses caused by hazard events.

Return / Contact Information: Barry Halling, Coordinator, Dallas County Emergency Mgmt.
barry.halling@dallascountyiowa.gov, 515-993-2134, 25747 N. Ave., Adel, IA 50003

Optional Online Survey: <https://www.surveymonkey.com/r/Dallas-CO-IA>

B.15 Announcement for Final Public Comment Period