



Appendix B: Meeting Documentation

This appendix includes meeting agendas, sign-in sheets and minutes (where applicable and as available) for meetings convened during the development of the 2014 Suffolk County Hazard Mitigation Plan Update, including the concurrent and included Town of Southampton Hazard Mitigation Plan.



TOWN OF SOUTHAMPTON
 MULTI-JURISDICTION HAZARD
 MITIGATION PLAN OVERVIEW
 SIGN-IN SHEET

April 20, 2012
 10 AM

PLEASE PRINT

Name	Street Address City, State, Zip	Affiliation	Phone Number	Email Address
1. Paul Hoole	10 Jupiter Lane Albany NY	FEMA	571-289-7114	paul.hoole@fema.gov
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4. ROSMARIE (Shadi) Winchell	3175 Montauk Hwy PO Box 600 Sagaponack, NY	Village of Sagaponack	631-537-0017	sagaponack@optonline.net
5. Bob Sheron	PO Box 123 YAPHANK NY	SC FRES	631 852 4909	robert.sheron@ suffolkcountyny.gov
6. JONATHAN ROSSI	TETRA TECH	1000 THE AMERICAN ROAD MARLBOROUGH, NJ	630-8042	JONATHAN.ROSSI@ TETRA TECH.COM



FEMA



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9. ↳	PO Box 728 WHS NY 11978	Vice W. H. Dunes	631 288 6571	CLERK @ WHDUNES.ORG
10.				
11.				
12.				
13.				
14.				



FEMA



Name	Street Address City, State, Zip	Affiliation	Phone Number	Email Address
15. Paul Houlihan	Village of Westhampton Beach		288-6483	paul.houlihan@ whts.org
16. Trevor Gonci	WESTHAMPTON BEACH POLICE	11	631-288-3444	T.Gonci@wsthamptonbeach .org
17. Brian Williams	TOWN OF SOUTHAMPTON DEPT. OF FIRE PREVENTION		631-702-2524	BWilliams@southamptonny.gov
18. Mike Benincasa	Town of Southampton		631-702-1120	m.benincasa@southamptonny.gov
19. Fordel Willis	Shinnecock Reservation		431 413 9543 283-6143	Fordelw@yahoo.com
20. John LaRosa	Southampton Town Hall Emergency Dept		702-1750	JLarosa@southamptonny.gov
21. Barbara Bannan	514 Tower Highway 20 Jackson Ave Hampton Bays NY 11946		631-728-3600 ext 2177	bbannan@southamptonny.gov
22. Karin Johnson	ToS 116 Hampton Rd Southampton	ToS	631-702-1976	KJohnson@southamptonny.gov



FEMA



Name	Street Address City, State, Zip	Affiliation	Phone Number	Email Address
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24. MARY STELL	TOS	CAMP MGMT	287-5710	M. Shea @ southamptonny.gov
25. SANDY SULLIVAN	116 Hampton Rd Southampton, NY 11968	Town Council	287-5745	A Sullivan @ Southamptonny.gov
26. Rick Sabirin	Quogue	Mayor	653-4498	Mayor@villageof quogue.com
27. Chris Osborne	Village of Quogue	CE	653-4498x17	Code @ Village of quogue.com
28. WILLIAM NOWAK	Village of Quogue	Building Inspector	653-4498 12	Building @ Village of Quogue.com
29. TOM O'HARA	PO Box 127 TAPPAHUCK NY	SC FRES OEM	631 852 4908	THOMAS O'HARA @ SuffolkCountyNY.gov
30. CHRISTINE FRETEN	TOWN SOUTHAMPTON		631 283 5210	CFRETEN@SOUTHAMPTON TOWN.NY.GOV

**Town of Southampton
Mitigation Plan Overview Meeting
April 20, 2012**

Sign-In Sheet

Name	Street Address City, State, Zip	Affiliation	Phone Number	Email Address
Fordel Willis Supervisor Maint & Grounds Emergency Management Member	Shinnecock Reservation	Shinnecock Nation	631-413-8543 283-6143	Fordelw@yahoo.com
Georgia Welch, Clerk-Treasurer	335 Ferry Road Sag Harbor, NY 11963	North Haven, V	631-725-1378	Clerk-treasures@ northhavenvillage.org
Al Daniels, Village Building Inspector	335 Ferry Road Sag Harbor, NY 11963	North Haven, V	631-725-1378	
Rosemarie (Rhodi) Cary Winchell Clerk-Treasurer	3175 Montauk Hwy P.O. Box 600 Sagaponack, NY	Sagaponack, V	631-537-0017	sagaponack@optonline.net
Peter Sartorius Mayor	P.O. Box 926 Quogue, NY 11959	Quogue, V	631-653-4498	Mayor@villageofquoque.com
Chris Osborne, Emergency Prep – Code Enforcement	Village of Quogue	Quogue, V	653-4498 x 17	code@villageofquoque.com
William Nowak, Chief Building Inspector, Floodplain Manager, Stormwater ...	Village of Quogue	Quogue, V	653-4498x12	Building@villageofquoque.com
Paul Houlihan Building/Zoning Administrator		Westhampton Beach, V	288-6483	Paul.houlihan@WHB.org
Trevor Gonce, Lieutenant Westhamton Beach Police		Westhampton Beach, V	631-288-3444	T.Gonce@westhamptonbeach.org
Aran Terchunian	P.O. Box 728 Westhampton Beach	West Hampton Dunes, V	631-288-6571 631-288-2271	clerk@WHDunes.org aran@firstcoastal.com
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Jennifer Garvey, Supervisor's Office	116 Hampton Road Southampton, NY	Southampton, T	283-6055	jgarvey@southamptontownny.gov

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Lance Aldrich Highway Dept		Southampton, T		
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Christine Fetten		Southampton, T	631-283-5210	cfetten@southamptontownny.gov
Mike Benincasa		Southampton, T	631-702-1820	mbenincasa@southamptontownny.gov
Tom O'Hara	P.O. Box 127, Yaphank, NY 11980- 0127	Suffolk County	631-852-4908	Thomas.O'Hara@suffolkcounty.gov
Bob Sheron, Planning Aide Dept of Fire, Rescue, & Emergency Services Suffolk County	P.O. Box 127, Yaphank, NY 11980- 0127	Suffolk County	631-852-4909	Robert.sheron@suffolkcounty.gov
Jonathan Raser Tetra Tech	1000 The American Rd Morris Plains, NJ	Town Consultant	973-630-8042	Jonathan.rasper@TetraTech.com
Cathleen Carlisle, Senior Mitigation Planner	Risk Analysis Branch, Mitigation Division DHS/FEMA Region II 26 Federal Plaza, NYC Room 1337	FEMA, Region II	212-680-8529	Cathleen.Carlisle@fema.dhs.gov

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Marianne Pollay Hazard Mitigation Community Planner	DHS/FEMA Region II 26 Federal Plaza, NYC Room 1337	FEMA, Region II	518-423-3337	Marianne.Pollay@fema.gov
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Paul Hoole Hazard Mitigation Community Planner	10 Jupiter Lane Albany, NY 12205	FEMA, Region II	571-289-7114	Paul.Hoole@fema.dhs.gov
Rachael Herman Emergency Management Specialist	1066 Long Pond Road Rochester, NY 14626	FEMA Consultant RAMPP	585-4297448	rherman@dewberry.com



Southampton Hazard Mitigation Plan

Kick-Off Meeting - Agenda Tuesday, January 8, 2013 Hampton Bays, New York

- Welcoming Remarks and Introductions
- Project Overview
 - What is a Hazard Mitigation Plan?
 - What having an approved plan does and does not gain you?
 - What goes into the planning process?
 - What will be expected of each participant?
 - What is the general timeline and schedule of activities?
 - How will this project be coordinated with the Suffolk County HMP Update?
- Hazards of Concern Identification
- Data Collection, incl. Critical Facilities maps/tables
- Local Capability Assessment
- Public and Stakeholder Outreach
- Jurisdictional Annexes
- Mitigation Grant Funding Opportunities
- Questions and Answers



**SOUTHAMPTON HAZARD MITIGATION PLAN
KICK-OFF MEETING
SIGN-IN SHEET
MEETING DATE: January 8, 2013**

Name	Title	Municipality	Phone Number	E-mail
Georgia Welch	Village Clerk	Village of North Haven	631-725-1378	CLERK-TREASURER@NORTHHAVENVILLAGE.ORG
Al Daniels	Building Inspector	Village of North Haven	631-725-1378	Building Inspector@NorthHavenVillage.org
Brian Gilbride	Mayor Village of Sag Harbor	Sag Harbor	631 725 0222	briang4@optonline.net
Chris Osborne	Emerg. Prep.	Village of Quogue	631-449-4171	Code@villageofquogue.com
William Nowak	Building Insp.	Village of Quogue	631-653-4498 x12	building@VillageofQuogue.com
Jean Tweedale	Community Planner	FEMA	218-252-2362	Joan.Tweedale@fema.dhs.gov
Carol Kanter	Community Planning	"	816 210 5312	carolm.kanter@fema.dhs.gov
Chris Mohr	CT - S.V.P.S.	Southampton Village P.O.	631-283-0056	cmohr@svpn.com
Tara Cummings	Chief Southampton Village PD	Southampton Village	631-283-0056	TCummings@SVPO.COM
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Frank Zappone	Deputy Sup. Town of South.	Southampton	631-283-6055	FZAPPONE@SOUTHAMPTONTOWN.NY.GOV



SOUTHAMPTON HAZARD MITIGATION PLAN
KICK-OFF MEETING
SIGN-IN SHEET
MEETING DATE: January 8, 2013

Name	Title	Municipality	Phone Number	E-mail
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LARRY SCHUREK	HEURONANT	Southampton Town	631 702-2226	lschurek@southamptonny.gov
JONATHAN ROSE	PROJECT MANAGER	TEWA TECH	(973) 630-8072	JONATHAN.ROSE@ TEWATECH.COM



**SOUTHAMPTON HAZARD MITIGATION PLAN
KICK-OFF MEETING
SIGN-IN SHEET
MEETING DATE: January 8, 2013**

Name	Title	Municipality	Phone Number	E-mail
DJ CARUSO	HM GRANTS.	FEMA	347-804-5757	DONNA.CARUSO@FEMA, Dhs.gov
Rhodi Winchell	Clerk-Treasurer	Village of Sagaponack	631-537-2017	sagaponack@optonline.net
BETH HARPER	Clerk	Village of Sag Harbor	631-725-0332	clerk@Sagharbor.ny.gov
Becky Molinaro	Clerk-Treasurer	Village of WTHB	702-1551	Rmolinaro@WTHBamptonreach.ny.gov
Allison Miskeman	Mitigation Specialist	Tetra Tech	973-630-8045	alison.miskeman@tetratech.com

Town of Southampton Hazard Mitigation Plan Kick-Off Meeting
Tuesday – 1/8/13 11:00 a.m. to 12:30 p.m.
110 Old Riverhead Road, Hamptons Bays, NY 11946

Meeting Objective:

Southampton’s Hazard Mitigation Plan kick-off meeting involved eight communities and one Tribe (22 people), along with Tetra Tech EM, Inc. planning consultants, Jonathan Raser and Alison Miskiman. The purpose of the meeting was to get buy-in from the communities and the Shinnecock Nation to participate in the development of the Southampton Hazard Mitigation Plan. The Southampton Plan will be developed and approved separately from the Suffolk County 2013 HM plan update, but will later be rolled into the county plan.

Attendees:

Larry Schurek	Police Lieutenant	Town of Southampton
Frank Zappone	Assist. Town Supervisor	Town of Southampton
Jonathan Raser	Tetra Tech EM, Inc.	Plan Consultant
Alison Miskiman	Tetra Tech EM, Inc.	Mitigation Specialist
Robert Sheron	Planning Aide	Suffolk County FRES
Tom Cummings	Chief	Village of Southampton
Chris Mohl	ET SVPS	Village of Southampton
Rhodi Winchell	Clerk – Treasurer	Sagaponack CDP
Brian Gilbride	Mayor	Village of Sag Harbor
Beth Kamper	Village Clerk	Village of Sag Harbor
Georgia Welch	Village Clerk	Village of North Haven
Al Daniels	Building Inspector	Village of North Haven
Chris Osborne	Emergency Preparedness	Village of Quogue
William Nowak	Building Inspector	Village of Quogue
Trevor Gonce	Police Lieutenant	Village of Westhampton Beach
Paul Houlihan	Building Inspector	Village of Westhampton Beach
Becky Molinaro	Clerk – Treasurer	Village of Westhampton Beach
Bryan Polite	Emergency Management	Shinnecock Nation
Daniel S. Collins	Tribal Member	Shinnecock Nation
Carolyn Kanter	Community Planner	FEMA
Donna Caruso	Community Planner	FEMA
Joan Tweedale	Community Planner	FEMA

Summary of Discussion:

The Town of Southampton hosted the kick-off meeting for the development of the Hazard Mitigation Plan that will be incorporated into the Suffolk County plan. Tetra Tech EM, Inc. has been contracted to oversee the development of the plan. Jonathan Raser, the consultant from Tetra Tech, conducted the meeting explaining the planning process. He explained why a Hazard Mitigation Plan is needed, what the expectations are, what information is needed from the individual participating jurisdictions, the timeline for plan development, and future scheduled meeting dates.

The consultant explained that the Town of Southampton is providing the overall project and grant management of this process. In order for the development of this plan to be successful, the participating jurisdictions must provide representation and assure that a representative will attend the planning committee meetings. He stated that the Town of Southampton was requesting a signed Letter of Intent to identify the communities’ point of contact and the community’s commitment to participate. All communities have submitted LOI’s with the exception of the Shinnecock Nation. The EM stated that he will ask the Tribal Council for their signature on this.

Town of Southampton Hazard Mitigation Plan Kick-Off Meeting
January 8, 2013

Handouts were distributed by the consultant identifying what information will be needed from the participating communities. The consultant specified that the communities should include the public and stakeholders in identifying hazards of concern. A list of the 2007 Suffolk County Plan hazards of concern and an inventory of assets were distributed. The communities were also given a list of Suffolk County's 2007 goals and objectives. They were provided with a list of declared and non-declared hazard events and resulting losses to help them identify damages experienced from 1954 to the present.

Tetra Tech has a map portal on the web (Hazard Mitigation Atlas) available to communities as a resource for their structure-specific loss estimates. Tetra Tech also offered to assist each community on a one-on-one basis to help them generate the information needed for the development of the HM plan. Currently, Tetra Tech has a general timeline for the communities to review and see if the dates will fit their schedules.

Overall, the Tetra Tech presentation was well-organized and informative. The handouts distributed were useful and will offer clearly-stated assistance to assist the communities in the development of their portions of the plan.

Next Steps:

Contact the communities to see if they need help collecting the first homework assignment and schedule the local data collection support meeting this January. The goal for the Town of Southampton and Tetra Tech is to have a draft plan available for FEMA review by July 2013.

Suffolk County has offered their assistance to help meet the July plan draft date.



**SOUTHAMPTON HAZARD MITIGATION PLAN
 LOCAL SUPPORT MEETING – Village of Quogue
 SIGN-IN SHEET
 MEETING DATE: January 30, 2013**

Name	Title	Municipality	Phone Number	E-mail
JONATHAN RASER	Planner	TETRA TECH	(973)630-8042	JONATHAN.RASER@TETRATECH.COM
William Nowak	Building Inspector	Village of Quogue	631-653-4498	building@VillageofQuogue.com
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Steve Greene	Planner	FEMA	816-912-6810	Steven.Greene@fema.dhs.gov
Doug Winkler	Planner	FEMA	571-477-5851	douglas.winkler@fema.dhs.gov
Chris Osborne	E-Prep.	Village of Quogue	631-653-4498x17	Code@VillageofQuogue.com
DONNA CARUSO	COMM PLANNER	FEMA		DONNA.CARUSO@FEMA.dhs.gov
Peter Sartorius	Mayor	Quogue	631-653-4498	Mayor@VillageofQuogue.com



**SOUTHAMPTON HAZARD MITIGATION PLAN
 LOCAL SUPPORT MEETING – Village of Sagaponack
 SIGN-IN SHEET
 MEETING DATE: January 30, 2013**

Name	Title	Municipality	Phone Number	E-mail
JONATHAN RASER	PLANNER	TETRA TECH	(973) 630-8012	JONATHAN.RASER@TETRA TECH.COM
DONNA CARUSO	Comm PLANNER	FEMA	208-351-2527	DONNA CARUSO@FEMA.DHS.GOV
John Woodsma	Building Inspector	Village of Sagaponack	(631) 537-0017	Building Inspector @ sagaponackvillage.org
Rhodi Winckel	Clerk-Treasurer	Vlg of Sagaponack	631-537-0017	sagaponack@optonline.net
Joan Tweedale	Planner	FEMA	218-252-7362	joan.tweedale@fema.dhs.gov
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SCOTT WISE	planner	FEMA	571 208-8554	scott.wise.fema.dhs.gov
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SOUTHAMPTON HAZARD MITIGATION PLAN
LOCAL SUPPORT MEETING - Villages of Sag Harbor and North Haven
SIGN-IN SHEET
MEETING DATE: January 30, 2013

Name	Title	Municipality	Phone Number	E-mail
GLENN FIORELLI	DEPT PUBLIC WORKS	VILLAGE OF NORTH HAVEN	C-276-5734 725-4935	—
DEE YARKEY	SUPV OF PUBLIC WORKS SAG HARBOR	SAG HARBOR	725-0107	dpw@sagharbor.ny.gov
BETH KAMPER	CLERK	SAG HARBOR	725-0222	clerk@sagharbor.ny.gov
AL DAVIDS	Building Inspector	Village of North Haven	725-1378	buildinginspector@northhavenvillage.org
Georgina WELCH	CLERK	VILLAGE OF NORTH HAVEN	725-1378	CLERK-TREASURER@NORTHHAVENVILLAGE.ORG
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RAWOY HINTZ	Emergency Prep. Coordinator	Southampton Town	702-1859	rhintze@SouthamptonTown.ny.gov
SCOTT WISE	community planner	FEMA	571 208 0554	scott.wise@fema.dhs.gov
LAURA NOLAN	MAYOR	NORTH HAVEN	725-1378 878-5448	mayor@northhavenvillage.org
HOWARD M. COPPARI	FEMA Community Planner	JFO - FEMA	(571) 488-7870	howard.coppari@Fema.dhs.gov
^{Above} RAYMOND HINTZ	Building Inspector	Southampton	?	rhintze@southampton.ny.gov

Joan Tweedale FEMA
 Timothy R. Platt Bldg. Inspector Sag Harbor
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SOUTHAMPTON HAZARD MITIGATION PLAN
LOCAL SUPPORT MEETING – Shinnecock Nation
SIGN-IN SHEET
MEETING DATE: January 30, 2013

Name	Title	Municipality	Phone Number	E-mail
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Randy King	Trustee Chairman	Shinnecock	631 276-9658	randy@gymsource.com
Ronnie A. Smith	Tribal Liaison	Shinnecock	516-383-4003	roncega@optonline.net



SOUTHAMPTON HAZARD MITIGATION PLAN
LOCAL SUPPORT MEETING – Village of Southampton
SIGN-IN SHEET
MEETING DATE: January 31, 2013

Name	Title	Municipality	Phone Number	E-mail
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Randy Hirtel	Southampton Town	Southampton Town	631-702-1859	rhirtel@SouthamptonTownVA.gov
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SOUTHAMPTON HAZARD MITIGATION PLAN
LOCAL SUPPORT MEETING – Village of Westhampton Beach
SIGN-IN SHEET
MEETING DATE: January 31, 2013

Name	Title	Municipality	Phone Number	E-mail
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John Korns	Superintendent of Public Works	WHTB	631 745 1465	WHTBDFW@Ksba.com
Paul Horlikow	Buildings Inspector	WHTB	631 - 702-5483	phorlikow@WesthamptonBeach.org
Doug Winkler	H.M. Community Planner	FEMA	571-477-5851	douglas.winkler@fema.dhs.gov
Steve Greene	H.M. Community Planner	FEMA	816-912-6410	Steven.Greene@fema.dhs.gov
Betsy Molinaro	Village Clerk-Treasurer	WHTB	631-702-1551	bmolinaro@westhamptonbeach.org
Roy Dean	Chief of Police	WHTB PD	631-200-6620	rdean@westhamptonbeach.org
Howard M. Coppore	H.M. Community Planner	FEMA	(571) 488-7870	howard.coppore@fema.dhs.gov



Suffolk County Dept. of Fire, Rescue & Emergency Services
Office of Emergency Management

Sign in Sheet

EMERGENCY OPERATIONS CENTER



EVENT: HMP 2 Kick Off Mtg

PHONE: 1

DATE: 3/28/13

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Rib Calka	SC Fire	Robert.Calka@suffolkcountyny.gov
Amu Kelmis	Legisature	Amu.Kelmis@suffolkcountyny.gov
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Suffolk County Dept. of Fire, Rescue & Emergency Services
Office of Emergency Management
 Sign in Sheet



EMERGENCY OPERATIONS CENTER

EVENT: Hazard Mitigation Plan Update

DATE: 3/28/13

NAME	IN	OUT	AGENCY	E-MAIL
Tom O'Hara	1000		SC OEM	
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Beion Hoffman	1000		SC OEM	beion.hoffman@suffolkcounty.gov
Douglas Medlor			Village of Lindorhvi	NoL.Medlor@optonline.net
Roy FA's			"	"
Bob Mennas			Village of West Beach	
Barbara DeNiro			Village of Pogoff	Mayor-Pogoff.org
DON DOBBY	"	"	Amityville Village	DDOBBY@AmityvillePD.com
RICH ZAPOLSKI	10		Town of SLIP	RZAPOLSKI@TOWN OF SLIP-NY.GOV
Lloyd RISENBERG	10:00		Town of Southold	lloyd.risenberg@town.southold.ny.us
Aleck Gmel	10AM		Village of North Haven	Building Inspector@NorthHaven.org
Don Sicilian	1000		Brookhaven Fire Safety	dsicilian@brookhaven.org
Frank D'Assese	10 AM		Town of Brookhaven	frank@townofbrookhaven.org
BRUCE BATES	1011b		EMERSON TOWN	SCAFFORD@TOWN OF EMERSON
Brian Zilman	10:00		Town of Brookdale	brian.zilman@brookdale.org
Sally Steiriz	10A		Office of MISTERSCH	ESSENCE@MOL.COM
Becky Madonna			Village of WH Beach	becky@whbeach.org



SUFFOLK COUNTY DEPARTMENT OF FIRE, RESCUE & EMERGENCY SERVICES
SIGN-IN SHEET



Event: HAZARD MITIGATION PLAN MEETING _____

Location: SC EOC / APHAWK

Date: 8/7/13

NAME (Print Legibly)	AGENCY	EMAIL ADDRESS
THOMAS O'HARA	SC FRES - OEM	thomas.o'hara@suffolkcounty.ny.gov
Robert SHERON	SC FRES - OEM	Robert.Sheron@suffolkcounty.ny.gov
Paul Hoole	FEMA	paul.hoole@fema.dhs.gov
Nicole Aimone	FEMA	nicole.aimone@femadhs.gov
Bill Biondi	Village of Massena Beach	mbvillage.mayor@gmail.com
Bob Morrow	" " " "	TELEPHONEMAN1022@AOL.COM
MARTIN ALTMAN	" " " "	mea01061957@gmail.com
BOB SCHWARZ	VILLAGE OF LLOYD HARBOR	RSCHWARZ@LLOYDHARBOR.ORG
Steven Brautigam	Village of Ocean Beach	SBrautigam@VillageofOceanBeach.org
RAYMOND FAIS	LINDY OEM	RAYMOND.FAIS@GMAIL.COM
Jay Nygren	Village of Northport	nptjuy@optonline.net
Ann Mendes	Town of Islip	amendes@townofislip-ny.gov
Dan Sicilian	Town of Brookhaven	dsicilian@brookhaven.org
Jim Hense	Town of Babylon	ghense@townofbabylon.com
CHRISTOPHER JACK	HUNTINGTON BAY PD	cjack@huntingtonbay.org
Dun Mullins	Village of Bellport	lode@bellportvillage.org
MARIO POSILLICO	VILLAGE OF SAITTAIRE	MARIO@SAITTAIRE.ORG
Todd Stebbins	LIPA	tstebbins@lipower.org
Bob Berger	LIPA/NG	robert.berger@service.lipower



**Steering Committee #1- Meeting Agenda
Suffolk County EOC – Yaphank, NY
Thursday, September 26, 2013**

- Project Scope of Work and Schedule
- Organization (Steering Committee, Municipal Planning Committee)
- Municipal Planning Partnership
 - How to Advertise and Promote Involvement
 - Letter of Intent to Participate
 - Kick Off Meeting for Municipal Planning Partnership
- Data Collection
 - NFIP Data Request
 - County Level Data and GIS
 - Relevant Existing Studies and Reports
 - Municipal Data/Information Collection Worksheets
 1. Municipal Information Worksheet
 2. Capability Assessment
 3. Review of Progress on Mitigation Strategy
 4. Events and Losses since last Plan
- Public and Stakeholder Outreach (website, surveys, meetings, etc.)
 - Current Suffolk County HMP website
 - Citizen Preparedness and Mitigation Survey (via Survey Monkey)
 - Public Meetings
 - Stakeholder Inventory
- Hazards of Concern Identification





Suffolk County Dept. of Fire, Rescue & Emergency Services

Office of Emergency Management



Sign in Sheet

EMERGENCY OPERATIONS CENTER

EVENT: Hazard Mitigation Plan Update

DATE: 2013-09-26

NAME	IN	OUT	AGENCY	E-MAIL
Robert Sheron	/		SCFRES OEM	robert.sheron@suffolkcounty.ny.gov
John Blascig			UMS	jblascig@umsinternational.us
Mike Lessick			UMS	mlessick@umsol.net
Tom O'HARA			SCFRES OEM	thomas.o'hara@suffolkcounty.ny.gov
JONATHAN RASER			TETRA TECH	JONATHAN.RASER@TETRA TECH.COM
G HANISE			Baby/Len	ghanise@TOWN OF BABY LEN, CO NY on file.
LLOYD RESEMBERGER			SOUTHOLD OEM	
Ann Mendes			TBI	amendes@townofislip.ny.gov
Anthony D'Amico			TBI	adamico@townofislip-ny.gov
DAVE HEBER MILLER			RIVERHEAD	potica.chief@townofriverheadny.gov
BRUCE BATES			EH TOWN	SCDFC705@OPTONLINE.NET
Bob Berger			LIPA/NG	robert.iberger@service.lipower.org
Dan Sicilian			Brookhaven, Public Safety/OEM	dsicilian@brookhaven.org
Nicholas Kefalos		Town of Smithtown	NKefalos@Smithtownps.org	
Todd Stebbins		LIPA	tstebbins@lipower.org	

COUNTY OF SUFFOLK



JOSEPH F. WILLIAMS
COMMISSIONER

STEVEN BELLONE
SUFFOLK COUNTY EXECUTIVE

EDWARD K. SPRINGER
CHIEF FIRE MARSHAL

JOHN G. JORDAN SR.
DEPUTY COMMISSIONER

EDWARD C. SCHNEYER
DIRECTOR OF EMERGENCY PREPAREDNESS

DEPARTMENT OF FIRE, RESCUE AND EMERGENCY SERVICES

To: Mitigation Planning Committee
From: Tom O'Hara
RE: Steering Committee Meeting 9/26/13
Date: October 2, 2013

The Hazard Mitigation Plan (HMP) Steering Committee Meeting held on Thursday, September 26, 2013 began at 11:00 am with the following members and guests in attendance:

Lloyd Reisenberg, Town of Southold	David Hegermiller, Town of Riverhead
Bruce Bates, Town of East Hampton	Gil Hanse, Town of Babylon
Nick Kefalos, Town of Smithtown	Dan Sicilian, Town of Brookhaven
Anthony D'Amico, Town of Islip	Ann Mendez, Town of Islip
Todd Stebbins, LIPA	Bob Iberger, LIPA/NG
Tom O'Hara, FRES – OEM	Bob Sheron, FRES – OEM
Ed Moltzen, FRES	Jonathan Raser, Tetra Tech
John Blasig, UMS	Mike Lessick, UMS

The meeting began with a general welcome and self-introduction of those in attendance.

This was followed by an overview of the current HMGP mitigation project application process and the funding of approved projects under CFR Section 404. Meeting attendees were reminded that the deadline for the submittal of applications is October 30, 2013. It was further identified that NYS OEM will be holding a second applicants briefing meeting for those jurisdictions/agencies which have submitted Letters of Intent (LOIs). A notice will be sent out with specific details.

An overview was provided of the existing consultant services contract and the involvement of both UMS and TetraTech in the update of the HMP were discussed. During this plan update process a Steering Committee comprised of representatives from each of the ten (10) Towns, the two (2) Native American Nations, LIPA and Suffolk County will meet to discuss and decide key planning issues. This is being done to reduce the number of meetings that all Mitigation Planning Committee (MPC) partners (47 different jurisdictions) will need to attend, but does not bar any partner from attending or participating in any meeting they wish to attend. All correspondence and plan related information will be distributed to all partners. Each jurisdiction will need to complete the work necessary for them to have

an approved Hazard Mitigation Plan, and in doing so will have their own unique annex section within the Multi-Jurisdictional Plan.

Jon Raser of TetraTech reviewed the major efforts that will be undertaken in the update and ultimate approval of the existing HMP, and will be sending information out to all partners on how things will proceed. He provided a Meeting Agenda and a Preliminary Schedule as handouts (see attachments). The overall effort is being done on a very aggressive schedule and firm deadlines will be established for completing required tasks. The schedule outlines an approximate four (4) month period to assemble a Draft HMP and a six (6) month period to submit a final plan. It was stressed that we will not be unnecessarily re-inventing the wheel in the update process but will use new data combined with existing information as appropriate. TetraTech will reach out to and assist individual partners as needed to ensure schedules are met.

Discussions continued into the identification of Hazards of Concern including any new hazards which may be appropriate, incorporation of new loss data, the updating of Risk Assessments and the use of FEMA's HAZUS program, the use of Tax Assessor/Treasury data for asset identification, updating critical facility data, the use of a portal accessed mapping tool for locating assets, insurance issues, use of NY Rising Program data, the integration of the HMP with other existing municipality Plans, and the use of submitted LOI projects as documented mitigation initiatives.

LIPA identified the potential benefit of mapping key roadways in the plan which could identify priorities for electric restoration, debris clearance, snow removal and/or evacuation route planning.

The existing HMP is located on the Suffolk County website at www.suffolkcountyny.gov/Respond . It is envisioned that this site will be used in the Plan update process as needed.

The need for FEMA required public meetings was discussed and it was the consensus of the Steering Committee to use intensive public messaging and to potentially hold public meetings in geographic areas such as Babylon-Islip, Huntington-Smithtown, Brookhaven, Riverhead-Shelter Island-Southold, and Southampton-East Hampton.

It was stressed to all present the importance of documenting workforce labor efforts in the plan update process. These pre-existing labor costs from each participating jurisdiction will be used to make up the local match portion of the grant. It is imperative that all expended labor be reported to FRES.

The meeting ended at approximately 12:30 PM.

The next meeting for all planning partners in the plan update process is scheduled for Wednesday, October 9, 2013 at 10:30 AM in the SC EOC in Yaphank. All jurisdictions should plan to be at this important working project kick-off meeting.



- Welcoming Remarks and Introductions
- Project Overview
 - What is a Hazard Mitigation Plan?
 - What having an approved plan does and does not gain you?
 - Why are we updating the Plan?
 - What goes into the planning process?
 - What will be expected of each participant?
 - What if I didn't participate in the original Plan?
 - What is the general timeline and schedule of activities?
- Information and Data Collection / Resource CD
 - Contact and Municipal Information Worksheet
 - Capability Assessment Worksheet
 - Hazard Events and Losses Worksheet
 - Mitigation Action Plan Review Worksheet
 - NFIP Worksheet
 - Hazards of Concern Identification
 - Goals and Objectives Worksheet
- Public and Stakeholder Outreach
- Questions and Answers

Project Contacts

Suffolk County:

Mr. Robert Sheron
Suffolk County Office of Emergency Services
Phone: 631-852-4909
Email: robert.sheron@suffolkcountyny.gov

Contractor:

Jonathan Raser, CFM
Tetra Tech, Inc.; 1000 The American Road; Morris Plains, NJ 07950
Phone: (973) 630-8042
Email: jonathan.raser@tetratech.com





Suffolk County Dept. of Fire, Rescue & Emergency Services
Office of Emergency Management



Sign in Sheet

EMERGENCY OPERATIONS CENTER

EVENT: Hazard Mitigation Plan Update

DATE: 10/9/13

NAME	IN	OUT	AGENCY	E-MAIL
ROBERT SHERON	/	/	SCFRES OEM	robert.sheron@suffolkcounty.ny.gov
THOMAS O'HARA			SCFRES OEM	thomas.o'hara@suffolkcounty.ny.gov
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Dan Sicilian			Brookhaven - Public Safety	dsicilian@brookhaven.org
Anthony J Damico			TOWN OF ISLIP	AJDAMICO@TOWNOFISLIP-NY.GOV
Anne Mendes			" " "	amendes@townofislip-ny.gov
Georgia Welch			Village of North Haven	CLERK-TREASURER@NORTHHAVENVILLAGE.ORG
Al Daniels			Village of North Haven	Building Inspector@NorthHavenVillage.org
Rich BOVA			Suffolk County Water Authority	RBOVA@SCWA.COM
J.P. Foster			East Hampton Village	JP.FOSTER@EastHamptonVillageNY.gov
Douglas Madlon			Village of Lindenhurst	VOLMAYOR@optonline.net
RAYmond FAIS			Village of Lindenhurst	" "
Barbara Donohue			Village of Pequot	mayor@Pequot
MARIO POSILLIO			VILLAGE OF SACTAIRE	MARIO@SACTAIRE.ORG
John T. Carney			Town of Islip PSE	jcarney@townofislip-ny.org
Gil HANSE	TOWN OF BABYLON	ghanse@TownofBabylon		
Tood Stebbins	LIPA	tstebbins@lipower.org		
Jaime Feitner	Town of Sodus	Jfeitner@tos.gov.com		



Suffolk County Dept. of Fire, Rescue & Emergency Services
Office of Emergency Management



Sign in Sheet

EMERGENCY OPERATIONS CENTER

EVENT: HMP STEERING COMMITTEE MTG

DATE: 11/13/13

NAME	IN	OUT	AGENCY	E-MAIL
BOB SHERON	/	/	SC FIRE OEM	robert.sheron@suffolkcountyny.gov
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Anne Mendes			TOI	amendes@townofslip-ny.gov
Anthony J. Danico			Town of Slip OEM	AJDANICO@TOWNOFSLIP-NY.GOV
RICK BOVA			SCWA	RBOVA@SCWA.COM
BRIAN ZITANI			TOWN OF BABYLON	bzITANI@townofbabylon.com
Nicholas Kefalos			Town of Smithtown	NKefalos@Smithtowndp.org
NOAH ROSENBERG			Town of Southampton	on file
Vincent Falkowski			SCDPW	falkowski@suffolkcountyny.gov
Jim Peterman			SCDPW	jpeterman@suffolkcountyny.gov
Heather Lanza			Town of Southold	heather.lanza@town.southold.ny.us
Douglas Madlos			Village of Lindenhurst	UOLMAYOR@optonline.net
RAYMOND FAIS			" "	" "
GIL HANSE			Town of Babylon	ghanse@TownofBabylon.com
DAVE HECKMULLER			TOWN OF RIVERHEAD	djh@townofriverheadny.gov
Ed Moltzen	SC FIRE OEM	ed.moltzen@suffolkcountyny.gov		
BORIS RUKOVETS	SC DPW	BORIS.RUKOVETS@SUFFOLKCOUNTYNY.GOV		
Jana Fedura	Town of Smithtown	lfedura@tsgor.com		

Village of Head of Harbor
Village of the Branch
Village of Miscouque

Scan-In Sheet

Village of BRIGHTWATERS

Nov. 20, 2013

<u>NAME</u>	<u>TITLE</u>	<u>EMAIL</u>
MICHAEL KACKERSON	FOREMAN	
JOHN E. LAWLOR	TRUSTEE	JLAW672@aol.com
Carol Posimata	DPW. Clerk	vobwhighway@optnet.net
Joseph McNulty	Mayor	WOWAPoppy@AOL.com
Denise Gmson	Deputy Mayor/Trustee	dengils25@verizon.net
Daniel Falasco	Village Engineer	DFALASCO@SAULCRANDMUNICIPALITY.COM
JONATHAN ROSEN	TERRATECH	JONATHAN.PASIVLE@TERRATECH.COM

Nov. 20, 2013

HMP

Dewitt Davies	SCDEDP	631-853-4865
CARL LIND	SCDEPA	631-853-5795
Peter Lambert	SC Planning	631-853-5196
JONATHAN RASER	Tetra Tech	973-630-8042
Rebecca Eith	Tetra Tech	856-296-5382



SUFFOLK COUNTY HAZARD MITIGATION PLAN UPDATE - 2014
 Municipal Support Meeting - Sign-in Sheet
 Meeting Date: December 5, 2013 Location: Town of Brookhaven



Name	Title	Agency/Municipality	Phone Number	E-mail
Daniel Sicilian	Sr. Safety Officer	Brookhaven - Public Safety	451-2363	dsicilian@brookhaven.org
Arthur Gerhauser	CHIEF BUILDING INSP.	TOWN OF BROOK.	631 451-6627	agerhauser@brookhaven.org
Thomas Carrano	Asst. Highways Dist. Super	Town of Brookhaven	451-6695	TCARRANO@brookhaven.org
Rebecca Eth	T+ Planner	T+	856-296-5382	becca.eth@etetrack.com
Steve Tricarico	Secretary to Superintendent	Highway - TOB	451-9202	STricarico@brookhaven.org
Jonathan Rasse	Program Manager	TEMA TEU	973-659-8042	



SUFFOLK COUNTY HAZARD MITIGATION PLAN UPDATE - 2014
 Municipal Support Meeting - Sign-in Sheet
 Meeting Date: December 5, 2013 Location: Village of Lindenhurst



Name	Title	Agency/Municipality	Phone Number	E-mail
Katie McCaffrey		Village of Lindenhurst	(631) 957-7500	
Doydan Madlon		Village of Lindenhurst	631-957-7503	
Raymond FAS	EMERGENCY MANAGER	Village of Lindenhurst	651-952-7203	
Becca Eth	IT Planner	IT	856-296-5388	becca.eth@tetratech.com
Jonathan Ranson	Program Manager	Tetra Tech	973-659-9996	



Suffolk County Dept. of Fire, Rescue & Emergency Services
Office of Emergency Management
Sign in Sheet



EMERGENCY OPERATIONS CENTER

EVENT: HMP STEERING COMMITTEE MTG

DATE: 12/11/13

NAME	IN	OUT	AGENCY	E-MAIL
Robert Sheron	/	/	SC FRES OEM	robert.sheron@suffolkcountyny.gov
TOM O'HARA			SC FRES OEM	thomas.o'hara@suffolkcountyny.gov
Don Mullins			Bellport Village	code@bellportvillage.org
Steven Brautigam			VOB (OCEAN BEACH)	Sbrautigam@VillageofOceanBeach.org
Mariano Russo			Village of Patchogue	mrusso@patchoguevillage.org
Anne Mendes			TOI	amendes@townofislip-ny.gov
Lloyd RetsenberG			Southold DEM	lloyd.retsenberg@town.southold.ny.us
ANTHONY AMISCO			TOI	AAMISCO@TOWNOFISLIP-NY.GOV
Don Siciliano			IOB (Brookhaven)	on file
Mark Terry			Town of Southold	mark.terry@town.southold.ny.us
Tom O'Hara			SC FRES	ON FILE
Robert Riekert			Huntington Town Planning	RRIEKERT@HuntingtonNY.Gov
Brian Hoffman			SC OEM	brian.hoffman@suffolkcountyny.gov
Sarah Lanschale			SC Planning	
Dewitt Daves			"	dewitt.daves@suffolkcountyny.gov
Peter Lambert	"			
Mary Reaywell	UNKechauy Nation	thepafinc@gmail.com		
BZANI Ziani	TOWN OF BABYLON	bzitanic@townofbabylon.com		



Suffolk County Dept. of Fire, Rescue & Emergency Services
 Office of Emergency Management
 Sign in Sheet



EMERGENCY OPERATIONS CENTER

EVENT: HMP MTG

DATE: 12/11/13

NAME	IN	OUT	AGENCY	E-MAIL
Jana Fectner	/	/	Town of Smithtown, Village of the Beach, Head of the Harbor, Village of Miregogue	fectner@tosc.gov.com
RAYMOND FAIS			TWC. Village of LINDENHURST	RAYMOND.FAIS@GMAIL.COM
Douglas Madlop			Village of Lindenhurst	VOLmayor@optonline.net
Bob Berge			LIPA INC.	robert.berge@naturalgrid.com
JONATHAN RASER			TECRA TECU	JONATHAN.RASER@TECRA.TECU.COM



SUFFOLK COUNTY HAZARD MITIGATION PLAN UPDATE - 2014
Local Support Meeting



Location: Town of Southold

Date: Dec. 13, 2013

Name	Title	Agency/Municipality	Phone Number	E-mail
Jonathan Glaser	HMP Proj. Man.	TERRATECH		
Mark Terry	Principal Planner	Planning Dept	765-1938	
Heather Lanza	Planning Director	Planning / Southold	"	
James Richter	ENGINEER	Town of Southold	765-1560	
Lloyd Resenberg	OEM	Southold	765-1891	



SUFFOLK COUNTY HAZARD MITIGATION PLAN UPDATE - 2014
Local Support Meeting



Location: _____ Date: _____

Name	Title	Agency/Municipality	Phone Number	E-mail
ROBERT SHERON	TRAINING AIDE	SC FRES	631 852 4909	robert.sheron@ suffolkcountyva.gov
Alison Miskiman	Planner	TetraTech	973-630-8045	alison.miskiman@tetra
Tracey Pace	SR. Mgt.	Shinnecock	631 287-6474	tracey.pace.mom@yahoo.com
Daniel S. Callis Sr	Tribal Chairman	Shinnecock Nation	(631) 283-6143	Daniel@Shinnecockny
BRADDER N SMITH	TRIBAL TRUSTEE	SHINNECOCK NATION	516-314-0198	TAKHOUSE565@gmail.com
Marguerite Smith		Shinnecock Nation	631-848-4272	msmasary@gmail.com

COUNTY OF SUFFOLK



JOSEPH F. WILLIAMS
COMMISSIONER

STEVEN BELLONE
SUFFOLK COUNTY EXECUTIVE

EDWARD K. SPRINGER
CHIEF FIRE MARSHAL

JOHN G. JORDAN SR.
DEPUTY COMMISSIONER

EDWARD C. SCHNEYER
DIRECTOR OF EMERGENCY PREPAREDNESS

DEPARTMENT OF FIRE, RESCUE AND EMERGENCY SERVICES

STEERING COMMITTEE MEETING AGENDA

HMP – UPDATE AND RENEWAL

Wednesday, 1/29/14, 10:30 AM

Suffolk County EOC, Yaphank

- **Welcome and Introductions**
- **Review approach to update local mitigation strategies based on FEMA Mitigation Action Worksheet and Workshop**
- **NFIP Floodplain Administrator Interviews**
- **Update on Vulnerability Assessment process**
- **Review of public and stakeholder outreach**
- **Schedule for plan finalization**
- **Local Match – submittal of expended cost data**

COUNTY OF SUFFOLK



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DEPARTMENT OF FIRE, RESCUE AND EMERGENCY SERVICES

STEERING COMMITTEE MEETING AGENDA

HMP – UPDATE AND RENEWAL

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DIRECTOR OF EMERGENCY PREPAREDNESS

DEPARTMENT OF FIRE, RESCUE AND EMERGENCY SERVICES

To: Mitigation Planning Committee
From: Tom O'Hara
RE: Mitigation Planning Committee Meeting Jan. 15, 2014
Date: January 23, 2014

The HMP Mitigation Planning Committee Meeting held on Wednesday, January 15, 2014 began at 10:30 AM in the SC Fire Academy with the following members and guests in attendance:

Lloyd Reisenberg, Town of Southold	Mark Terry, Town of Southold
Dan Sicilian, Town of Brookhaven	Mathew Weider, Town of Huntington
Alex Gregor, Town of Southampton	Eileen Quinn, Town of Southampton
Gil Hanse, Town of Babylon	David Hegermiller, Towns of Riverhead & Shelter Island
Brian Zitani, Town of Babylon	Anthony D'Amico, Town of Islip
Ann Mendes, Town of Islip	Laura Feitner, Town of Smithtown & Villages
Village of Head of the Harbor (LF)	Village of the Branch (LF)
Village of Nissequogue (LF)	Marian Russo, Village of Patchogue
Raymond Fais, Village of Lindenhurst	Douglas Madlon, Village of Lindenhurst
Steve Brautigam, Village of Ocean Beach	Don Mullins, Village of Bellport
Mike Zaleski, Village of Islandia	Robert Schwarz, Village of Lloyd Harbor
Mike Ackerson, Village of Brightwaters	Joy Nygren, Village of Northport
Mario Posillico, Village of Saltaire	Donna Lyudmer, Village of Saltaire
Marty Altman, Village of Mastic Beach	Bob Morrow, Village of Mastic Beach
Laura Hildreth, Village of Dering Harbor	Georgia Welch, Village of North Haven
Al Daniels, Village of North Haven	Rich Bova, SCWA
Mary Treadwell, Unkechaug Nation	Wendy Samuels, Unkechaug Nation
Jim Peterman, SC DPW	Tom O'Hara, FRES – OEM
Bob Sheron, SC FRES - OEM	Brian Hoffman, SC FRES – OEM
Jonathan Raser, Tetra Tech	Paul Hoole, FEMA
Thomas Song, FEMA	Sara Margolis, FEMA

The meeting began with a general welcome and self-introduction of those in attendance.

Jurisdictions were reminded to submit their expenditures on the HMP update to SC FRES, using the FEMA Labor Report Summary Form 90-123. These pre-existing labor costs will be compiled and used as the local match portion of the FEMA Grant for the development of this HMP Plan update. It is

imperative that these costs be submitted monthly on the 15th of each month for the prior month's expenditures.

The Draft version of the Suffolk County Multi-Jurisdictional Hazard Mitigation Plan was submitted on schedule to the NYS OEM on Monday January 6, 2014. The Draft Plan included FEMA required information as well as Jurisdictional Annex Sections from the County, each of the ten (10) Towns, each of the thirty-three (33) Villages, both Tribal Nations and the SCWA. There is additional information and work required in a number of the Annex Sections before the final plan is submitted. The State will review this draft and provide comments, as needed, prior to the final plan submission to FEMA in early April 2014. Suffolk County IT Department is working to post the Draft version of the Plan, without the individual jurisdictional Annex Sections, on the SC RESPOND website, www.suffolkcountyny.gov/respond) for public viewing.

Paul Hoole, Thomas Song and Sara Margolis of FEMA gave a Power Point Presentation / Workshop on Mitigation Strategies. The presentation identified the changes that FEMA has made to Hazard Mitigation Planning requirements and the new documentation that is now needed for HMP Plan approvals. A copy of the Power Point presentation, including additional FEMA explanations and notes, is attached with these meeting minutes.

Discussions took place during the Presentation concerning a number of items including things such as: the need for federal and local alignment in mitigation strategies and initiatives; specific mitigation initiatives and difficulties in project implementation; the fact that formal studies can be initiatives where present details are lacking; the fact that Tetra Tech can assist in identifying types of benefits that can be associated with initiatives; and others.

The meeting ended at approximately 12:30 PM.

Post Meeting Notes

Tetra Tech has reviewed the approach with FEMA Region II to update the county and local mitigation strategies, based on the Action Worksheet and project identification/prioritization approach presented by FEMA at the meeting last week. They will be going through your draft annexes and providing recommendations for the disposition of previous actions and initiatives, and providing draft Action Worksheets for those projects that are going into the updated strategies. Tetra Tech may be contacting you shortly to review the recommendations and answer any questions on your prior and updated projects and initiatives. The overall intention is to have updated local strategies that include only clearly defined projects and initiatives. This will be further explained at the Steering Committee (consisting of representatives from each of the ten Towns, both Tribal nations, LIPA and the SCWA) meeting next Wednesday in Yaphank.

A reminder message was sent out by Alison Miskiman of Tetra Tech to several Towns that did not respond to an earlier request for "year built" information. If you received this reminder message, please contact Alison and let her know of the availability of the data.

The next meeting for the HMP Steering Committee is scheduled for Wednesday, January 29, 2014 at 10:30 AM in the SC EOC in Yaphank. All jurisdictions wishing to attend this meeting are invited and welcome to do so. An Agenda for this meeting is attached with these meeting minutes.

COUNTY OF SUFFOLK



JOSEPH F. WILLIAMS
COMMISSIONER

STEVEN BELLONE
SUFFOLK COUNTY EXECUTIVE

EDWARD K. SPRINGER
CHIEF FIRE MARSHAL

JOHN G. JORDAN SR.
DEPUTY COMMISSIONER

EDWARD C. SCHNEYER
DIRECTOR OF EMERGENCY PREPAREDNESS

DEPARTMENT OF FIRE, RESCUE AND EMERGENCY SERVICES

To: Mitigation Planning Committee
From: Tom O'Hara
RE: Steering Committee Meeting February 26, 2014
Date: February 27, 2014

The HMP Steering Committee Meeting held on Wednesday, February 26, 2014 began at 10:30 AM in the SC EOC with the following members and guests in attendance:

Bruce Bates, Town of East Hampton	Robert Reikert, Town of Huntington
Brian Zitani, Town of Babylon	Anthony D'Amico, Town of Islip
Ann Mendes, Town of Islip	Laura Feitner, Town of Smithtown & Villages
Village of Head of the Harbor (LF)	Village of the Branch (LF)
Village of Nissequogue (LF)	Nicholas Kefalos, Town of Smithtown
Mark Terry, Town of Southold	Lloyd Reisenberg, Town of Southold
Alex Gregor, Town of Southampton	Dan Sicilian, Town of Brookhaven (via phone)
Jim Mallott, Village of Ocean Beach	Steve Brautigam, Village of Ocean Beach
Mary Treadwell, Unkechaug Nation	Marian Russo, Village of Patchogue
Robert Iberger, PSEG LI	Tom O'Hara, SC FRES – OEM
Bob Sheron, SC FRES - OEM	Brian Hoffman, SC FRES – OEM
Jonathan Raser, Tetra Tech	

The meeting began with a general welcome and self-introduction of those in attendance.

Jurisdictions were reminded to submit their expenditures on the HMP update to SC FRES, using the FEMA Labor Report Summary Form 90-123. These pre-existing labor costs will be compiled and used as the local match portion of the FEMA Grant for the development of this HMP Plan update. A significant number of jurisdictions have not submitted recent labor expenditures and all are urged to do so.

The Suffolk County Multi-Jurisdictional Hazard Mitigation Plan will be submitted for approval to NYS and FEMA on Thursday, April 3, 2014 - as scheduled. There will be no deviation from this date. All work on the Plan, including all of the individual Annex Sections, must be completed and signed off on by each jurisdictional planning partner by March 28th to allow for final Plan assembly and review/approval by the County prior to submission.

Messages were sent out by SC FRES to all Stakeholder groups across the County to actively participate in Hazard Mitigation Planning by taking a brief on line survey. Suffolk County Executive Steve Bellone encouraged all residents to take the Citizen Survey in a Press Release on 2/24/14. The to-date results of the Citizen Survey and various Stakeholder Surveys were distributed to all planning partners for their

information and review prior to today's meeting. It was suggested that all jurisdictions look at these results to determine if there are any things identified in the surveys which may result in previously undefined mitigation initiatives. The Citizen and Stakeholder Surveys will remain functional on the SC website (www.suffolkcountyny.gov/respond) to gather additional information, and future survey results will be distributed for all planning partners to review.

Tetra Tech has completed its initial review of Jurisdictional Annex Sections including Action Worksheets for all of the ten Towns and approximately eleven of the thirty three Villages. These reviewed Sections have been returned with comments and recommendations for suggested incorporation. Tetra Tech will continue to review the remaining Jurisdictional Annex Sections and return them as they are completed with comments and suggestions as needed. This review effort will be completed by **Friday, March 7th**. There are several people performing these reviews to ensure that everything is appropriately critiqued and recommendations/suggestions are clearly identified. The overall intention is to have updated local strategies that include clearly defined projects and initiatives identified with a high priority. These initiatives may be from the initial 2008 Plan, from DR 4085 – Hurricane Sandy HMGP applications, from NY Rising Program projects, or other recognized need. CRZ initiatives are presently being finalized and should be incorporated into all Annex Sections as needed.

A copy of the latest DR 4085 HMGP project application listing (status date 12/3/13) is attached to these Meeting Minutes. The County has been advised that all project applications have been grouped by NYS OEM and sent to FEMA for their follow up review. No further status update has been provided.

A discussion took place regarding Private Non Profit (PNP) organizations that have identified mitigation initiatives. The Towns and Villages do not have any jurisdictional authority regarding these PNPs, and as such, it is felt that it is not appropriate to list these initiatives in their Annex Sections. Because of the relationship with various County Departments and Agencies, it was decided that these PNP initiatives would be listed within the County Annex Section. Tetra Tech will address this in the final Plan submission.

Tetra Tech reviewed the information that FEMA requires on an Action Worksheet for each identified mitigation initiative including description of project, alternatives, estimated cost and priority. A copy of the Action Worksheet form along with definitions, explanations and instructions is included as an attachment to the Meeting Minutes.

Once all Annex Sections and Action Worksheets have been returned to individual jurisdictions prior to the March 7th date, Tetra Tech will continue to work with all municipalities needing assistance. Jurisdictions will be responsible for finalizing their own Annex Sections and ensuring that jurisdictional approval has been provided. Three weeks are being allocated for this finalization process. Jurisdictional approval is to be done by submitting a written assurance to Suffolk County that the local jurisdiction has approved their Annex Section for inclusion in the Plan. The finalized Annex Section and the approval **must be submitted no later than Friday March 28th, 2014**. Tetra Tech will then assemble the final Plan and make it available for the **County to do a last review and approval prior to the scheduled April 3, 2014 submittal date to NYS and FEMA.**

The meeting ended at approximately 12:00 PM.

The next meeting for the HMP is not currently scheduled. It is envisioned that following the Plan submittal on April 3rd, 2014, a meeting will be held to discuss the next steps and the requirements for each jurisdiction to Locally Adopt the Plan. A notice will be distributed to all concerning the schedule for this next meeting.