

APPENDIX 1: OUTREACH & PROCESS EVIDENCE

This appendix contains evidence of the planning process (i.e., meeting materials, agendas, sign-in sheets, etc.) and of the outreach to extended stakeholders (i.e., neighboring jurisdictions and the private sector). Significantly, steering committee meetings 2, 3, and 4 were web conferences. As such, only the agendas and relevant slide decks are included for those sessions.



Region VII Planning and Development Council

99 EDMISTON WAY • SUITE 225 • BUCKHANNON, WV 26201
PHONE: (304) 472-6564 • FAX (304) 472-6590



MINUTES OF THE JANUARY 23, 2017 QUARTERLY COUNCIL MEETING HELD AT THE REGION VII PLANNING AND DEVELOPMENT COUNCIL OFFICE

Chairwoman Agnes Queen called the meeting to order at 12:00 p.m.

ATTENDANCE:

Council Members:

- | | |
|---------------------|--------------------------------|
| 1. Ron Facemire | Braxton County Commission |
| 2. Agnes Queen | Lewis County Commission |
| 3. Joe Drenning | Mayor of Davis |
| 4. Mike Taylor | Randolph County Commission |
| 5. Terry Cutright | Upshur County Commission |
| 6. Larry Chapman | Gilmer County Commission |
| 7. Robert Gompers | Upshur County Private Sector |
| 8. Tim McDaniel | Barbour County Commission |
| 9. Jim Rossi | Mayor of Coalton |
| 10. Ben Propst | Barbour County Private Sector |
| 11. Matt Quattro | Mayor of Thomas |
| 12. Connie Tenney | Upshur County Private Sector |
| 13. Mike Herron | Lewis County Private Sector |
| 14. Mark Doak | Randolph County Private Sector |
| 15. Mike Ross | Randolph County Private Sector |
| 16. Michael Cvechko | Barbour County Private Sector |
| 17. A.G. Trusler | Upshur County Private Sector |
| 18. Dorothy Judy | Mayor of Parsons |
| 19. Lowell Moore | Tucker County Commission |
| 20. Dr. Tim Barry | Barbour County Private Sector |

Guests:

- | | |
|--------------------|--|
| 21. Donna Haddix | Randolph County Administrative Assistant |
| 22. Danny Wagner | WV House of Delegates, Barbour County |
| 23. Rod Wyman | Lewis County Commission |
| 24. Kylea Radcliff | The Thrasher Group, Inc. |
| 25. Jason L. Myers | City of Parsons Administrator-Treasurer |
| 26. Tim Auvil | City of Parsons Council Member |

Executive Director and Staff:

27. Shane Whitehair	Executive Director
28. Cary Smith	Project Manager
29. Cam Matheny	Financial Consultant
30. Jessica Brewer	GIS Project Specialist
31. Peggy Ball	Administrative Assistant

Agenda Items 1,2,3

CALL TO ORDER/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE:

After calling the meeting to order and welcoming all in attendance, Chairwoman Agnes Queen led the group in a moment of silent meditation and prayer and the “Pledge of Allegiance”.

Agenda Item 4

INTRODUCTIONS:

Chairwoman Agnes Queen requested that everyone in attendance introduce themselves. Executive Director Shane Whitehair introduced the Council’s new staff member – Peggy Ball, Administrative Assistant.

Agenda Item 5

PREVIOUS MEETING MINUTES:

Chairwoman Agnes Queen asked if there were any additions or corrections to the previous meeting minutes from the October 24, 2016 quarterly meeting. With no corrections or additions indicated, Mike Cvechko made a motion to accept the minutes as recorded, and Mike Herron seconded the motion, which passed unanimously.

Agenda Item 6

TREASURER’S REPORT:

Connie Tenney reviewed balance sheet, profit and loss statement and the budget summary. Connie noted the large expenditure was for the GIS computer hardware and software which was included in the budget. No questions were asked regarding the financial reports.

Cam Matheny noted the significant changes of government accounting procedure for all leased items. Cam conducted a conference call with Rob Adams, auditor with Gibbons and Kawash presenting results of the audit they performed for Region VII Planning and Development Council for year ending June 30, 2016. Rob Adams expressed unmodified opinion of financial statement, which is the highest level of assurance they can provide with no audit adjustments needed.

Agenda Item 7

CHAIRMAN'S REPORT:

Chairwoman Queen stated that she did not have anything to present at this time.

Agenda Item 8

DIRECTOR'S REPORT:

Shane Whitehair congratulated Upshur County Commission (Elkins Road PSD) and Town of Davis on receiving a Small Cities Block Grant for water extension projects.

Regional Broadband Project is getting closer to being funded, but still working on getting environmental clearances.

Shane and Cam met with WV Development Office staff to discuss how our indirect cost rate is calculated and implemented. Currently the WVDO is holding over \$60,000 worth of administrative invoices due to the fact that the WVDO thinks our rate is abnormally high. So, Cam and I met with the WVDO to explain how our rate is calculated and charged to projects. Shane believes the WVDO will eventually process the invoices, but not without Region VII having to jump through numerous hoops. No other federal or state agency has ever scrutinized our indirects as much as the CDB Program has. Cam noted that we would jump through the hoops to get this issue resolved.

Region VII staff has been meeting with a few local governments to provide GIS services. Now that the PDC has received the necessary equipment, the agency is starting to see more opportunities become available. In fact, Region VII might need to hire additional staff to assist with the additional workload.

ARC update, Shane went to DDDA meeting in South Carolina. Federal ARC co-chair will be changing which may lead to delay in grants being approved. Region VII Planning and Development Council planning grant has been approved and will be receiving the first six months. Braxton County Canoe Run Project should be approved before the co-chair leaves his position.

Region VII monies in CD's is getting very low interest rate. Agnes suggested that we put together a financial committee to review investing options.

Personal Policy needs to be updated. Shane is working on updating and will have an attorney review before presenting to council for approval.

Private Sector Membership has some vacancies that need to be filled, Shane will be in contact with the County Commissioners of those counties to get those positions filled.

Status Report – Report is included in the packet for Council to review. Cary reviewed the report with members.

Agenda Item 9

REPORT/DISCUSSION ON PROJECTS AND ISSUES FROM MEMBER GOVERNMENTS:

A representative from each county was asked to discuss the status of any project, concerns and/or issues from their respective county.

BARBOUR COUNTY: Commissioner Tim McDaniel stated that the Century-Volga PSD Sewer Project needs to keep going. City of Philippi water replacement tank project is very badly needed. Also, the reservoir project needs completed.

BRAXTON COUNTY: Commissioner Ron Facemire stated that Flatwoods Canoe Run PSD Project waiting on final funding

GILMER COUNTY: Commissioner Larry Chapman noted Route 5/Orlando Water Project was a great success. Town of Sand Fork Sewer Upgrade Project has been much needed for years.

LEWIS COUNTY: Commissioner Agnes Queen reported that the Roanoke School Water Project Extension was a great success. City of Weston expansion of water and sewer projects are much needed. Industrial area, broadband and housing projects are needed. Region VII helped with securing the grant for a very nice ADA accessible playground area.

RANDOLPH COUNTY: Commissioner Mike Taylor stated the Harman Water Project and Hardwood Manufacturing Expansion are great successes. Town of Mill Creek issues will hopefully be resolved soon. Broadband will be a great asset. Randolph County Commission is working on obtaining the old FAA Flight Service Center to move the Elkins 911 as well as Mapping and Addressing to that location. City of Elkins water project will have a big impact on other local PSD projects.

TUCKER COUNTY: Commissioner Lowell Moore mentioned the Town of Davis Water Expansion has been great success in 2016. Diversion Dike in Parsons is a FEMA project that has been on hold due to environmental issues of removing trees, which have recently been removed, hopefully the project will start in July. Broadband is also much needed in rural areas. City of Parsons Administrator Jason Myers reported the City has tentatively been awarded grant for Source Water Testing Equipment. Jason also thanked Region VII for a job well done for the City Splash Park success.

UPSHUR COUNTY: Commissioner Terry Cutright noted securing the grant for the Upshur County Innovation Center was a great success in 2016 thanks to Region VII and Upshur Development Authority. Goals for 2017 will be the Broadband Project and Upshur County Airport extending the runway.

Agenda Item 10

ARC APPLICATION – GIS ANALYSIS AND MAPPING PROJECT

Economic Analysis & GIS Mapping grant application will be presented to ARC after not being approved by Federal EDA. This is a combination of economic recovery plan, GIS analysis and mapping project. We will be inventorying all businesses and commercial sites in our seven-county region that will serve as a dual purpose. First this information can be used in a disaster situation to speed up funding opportunities, secondly will help development authorities to plan for future development in their counties. This will be a two-year project. Region VII Council previously approved the matching funds under the Federal EDA plan of 70/30 matching grant that was not awarded. ARC funding is a 60/40 matching grant which will require Region VII Planning and Development Council to match about \$60,000 for the project. The ARC application is due at end of the month. Motion was made by Mike Ross to approve this revised project and was seconded by A.G. Trusler, Jr., all present voted in favor.

Agenda Item 11

REGIONAL HAZARD MITIGATION PLAN

Our Regional Hazard Mitigation Plan expires this August 2017, FEMA has approved planning funds of \$61,000 to update this plan, however due to the time frame in getting this completed Shane recommended hiring JH Consulting which would provide this service for \$25,000. Shane ask Council to approve entering this agreement with JH Consulting to update regional plan. Mike Taylor motioned to approve this agreement and A.G. Trusler, Jr. seconded, all present voted in favor.

Agenda Item 12

CONSIDER PROJECTS FOR REVIEW

Projected were expeditiously reviewed by staff and need formal approval from the board. Motion to accept made by Larry Chapman, seconded by Mike Ross. Voted passed unanimously.

Agenda Item 13

ADJOURNMENT

With no further business to discuss, A.G. Trusler, Jr. made a motion to adjourn, which was seconded by Mike Ross before passing unanimously.

NOTE NEXT MEETING WILL BE APRIL 24, 2017 12:00 P.M.

Respectfully submitted,

Chairperson

Date

Executive Director

Date

Region VII Planning and Development Council

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PHONE: (304) 472-6564 • FAX (304) 472-6590



AGENDA April 24, 2017

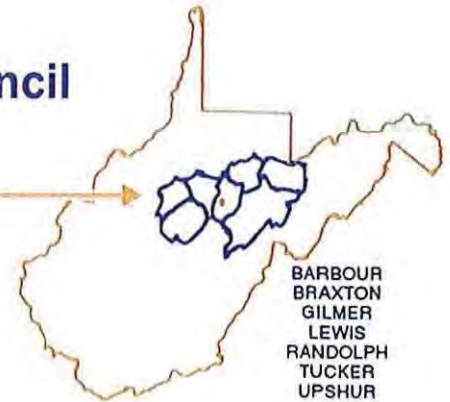
- 12:00 p.m.
1. Call to Order
 2. Moment of Silence
 3. Pledge of Allegiance
 4. Introductions
 5. Approve minutes from January 23, 2017 meeting
 6. Regional Hazard Mitigation Plan Update—JH Consulting
 7. Janet Young Spry—Partnership Specialist, U.S. Census Bureau
 8. Treasurer's Report
 9. Chairman's Report
 10. Executive Director's Report
 11. Member Government Reports/Discussions
 12. Employee Reference Guide
 13. FY2018 Budget
 14. Consider Projects for Review
 15. Adjournment—next meeting date (Annual Meeting)

REGION VII MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN APRIL 2017 COUNCIL TALKING POINTS

- This project is an update of the existing 2012 plan.
- All 31 jurisdictions will need to adopt by resolution to maintain eligibility for hazard mitigation funds.
 - PDM
 - HMGP
 - FMA
- Steering committee approach
 - Monthly meetings (some virtual)
 - Finalize hazard list
 - Homework
 - Regional goals
 - Asset list
 - Projects
 - Guide general outreach strategy
 - Narrative review
- Jurisdictional representation for those not on steering committee
 - Through county steering representative
 - Direct contact from consulting team
 - Feel free to designate representatives
- Existing plans
- Existing mitigation projects
 - Projects that mitigated hazard-prone properties
- Survey for public involvement
- Council resolution legitimizing the steering committee (ASK SHANE PRE-MEETING)

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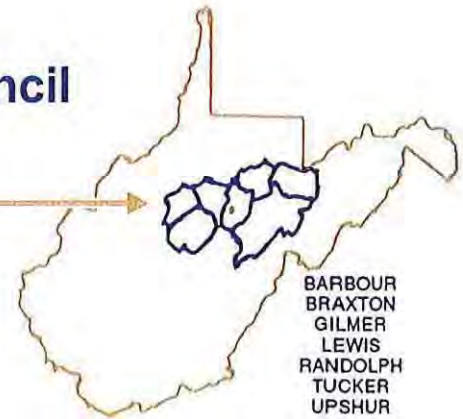


AGENDA April 24, 2017

- 12:00 p.m.
1. Call to Order
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 3. Pledge of Allegiance
 4. Introductions
 5. Approve minutes from January 23, 2017 meeting
 6. **Regional Hazard Mitigation Plan Update—JH Consulting**
 7. Janet Young Spry—Partnership Specialist, U.S. Census Bureau
 8. Treasurer's Report
 9. Chairman's Report
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 11. Member Government Reports/Discussions
 12. Employee Reference Guide
 13. FY2018 Budget
 14. Consider Projects for Review
 15. Adjournment—next meeting date (Annual Meeting)

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MINUTES OF THE APRIL 24, 2017 QUARTERLY COUNCIL MEETING HELD AT THE BRUSHY FORK EVENT CENTER

Chairperson Agnes Queen call the meeting to order at 12:00 p.m.

ATTENDANCE:

Council Members:

1. Lowell Moore
2. Ron Facemire
3. Mike Taylor
4. Terry Cutright
5. Ben Propst
6. Tim McDaniel
7. Dennis Fitzpatrick
8. Mike Feola
9. Mike Cvechko
10. James Tatman
11. Mike Herron
12. Cindy Whetsell
13. JR Spencer
14. Mark Doak
15. Agnes Queen

- Tucker County Commission
- Braxton County Commission
- Randolph County Commission
- Upshur County Commission
- Barbour County Coordinator
- Barbour County Commission
- Mayor of City of Glenville
- Upshur County Private Sector
- Barbour County Private Sector
- Mayor of Sand Fork
- Lewis County EDA
- Lewis County Administrator
- Braxton County Private Sector
- Randolph County Private Sector
- Lewis County Commission

Guests:

16. Jeffrey Harvey
17. Henry McDonald
18. Donna Haddix
19. Lynn Phillips
20. Danny Wagner
21. Janet Spry
22. Amanda Hayes
23. Todd Gunter
24. Rod Wyman

- JH Consulting, LLC
- JH Consulting, LLC
- Randolph County Administrative Assistant
- Regional Representative, Governor's Office
- WV House of Delegates 47th District
- US Census Bureau
- Record Delta Newspaper
- Regional Representative, Senator Capito Office
- Lewis County Commission

Executive Director and Staff:

25. Shane Whitehair	Executive Director
26. Peggy Ball	Administrative Assistant
27. Cam Matheny	Financial Consultant
28. Cary Smith	Project Manager
29. Dionne Allen	Project Specialist

Agenda Items 1,2,3

CALL TO ORDER – MOMENT OF SILENCE – PLEDGE OF ALLEGIANCE

After calling the meeting to order and welcoming all in attendance, Chairwoman Agnes Queen led the group in a moment of silent meditation and prayer and the “Pledge of Allegiance”.

Agenda Item 4

INTRODUCTIONS:

Chairwoman Agnes Queen requested that everyone in attendance introduce themselves.

Agenda Item 5

PREVIOUS MEETING MINUTES:

Chairwoman Agnes Queen asked if there were any additions or corrections to the previous meeting minutes from the January 23, 2017 quarterly meeting. With no corrections or additions indicated, Mike Herron made a motion to accept the minutes as recorded, and Dennis Fitzpatrick seconded the motion, which passed unanimously.

Agenda item 6

REGIONAL HAZARD MITIGATION PLAN UPDATE – JH CONSULTING LLC

Shane Whitehair stated that our current Hazard Mitigation Plan will expire August 2017 and the council had approved contracting JH Consulting, LLC to complete or update our plan. Jeff Harvey of JH Consulting, LLC gave an overview of information required and the process for completing the Hazard Mitigation Plan. Jeff stated this is a requirement under the Stafford Act to be eligible for Federal Hazard Mitigation Funds for hazard mitigation, elevation, buyout or reconstruction projects. This plan will be for all 31 jurisdictions in this region. Jeff will use the Council as the full advisory committee along with a Steering Committee that will consist of Emergency Managers and Floodplain Coordinators that accepted the invitation to represent their communities. Motion was made to accept this steering committee by Dennis Fitzpatrick and seconded by Mike Taylor, motion carried.

Shane reported that Community Development Block Grant Program will be shifting its focus from water and sewer projects to housing projects, partly due to the massive flooding in southern West Virginia last summer. The Development Office is looking at the Regional Councils to hire housing specialists to help with the transition and implementation of the housing program. Other changes made to the CDBG program include providing a small allocation for broadband projects. There will be to different application deadlines this year—June 30th deadline will be for water, sewer and general community development projects and October 30th will be for broadband projects.

Shane mentioned that he is still working with the Development Office regarding their indirect cost policy.

In an effort to stay in compliance with our by-laws, Shane will be contacting the Braxton County Commission, Gilmer County Commission, Randolph County Commission and the Upshur County Commission to fill their private sector vacancy. The goal is to have these open seats filled by July 1, 2017.

Shane provided an update on the Regional Broadband Project. Shane reported that the environmental requirements will soon be approved. The hope is to hear a funding announcement by June 2017.

Shane asked Cary Smith to review the Project Status Report with the council.

Agenda item 11

MEMBER GOVERNMENT REPORTS/DISCUSSIONS

Chairwoman Agnes Queen asked if any members had projects that they wanted to share status or talk about. No comments were made.

Agenda item 12

EMPLOYEE REFERENCE GUIDE

Shane presented the revised Employee Reference Guide to Council for their review and approval. Shane explained that other regional council's guides and the WV State policy were used as templates to complete Region VII's policy. Shane adjusted the days observed for holidays and made updates where they were needed. A draft copy of the guide was sent to legal counsel for review and comment to make sure the revised policy was adequate and legal. The attorney's comments were received and incorporated into the document. Chairwoman Agnes Queen asked Council if they were ready to vote on approval of the revised Employee Reference Guide. Lowell Moore made motion to approve the Employee Reference Guide. Motion was seconded by Mark Doak, all in attendance voted in favor. Motion carried.

**Agenda item 13
FY2018 Budget**

Cam Matheny presented the proposed FY2018 budget. Shane and Cam discussed the funding amounts they used in the proposed budget. Cam discussed the overview of the proposed FY2018 budget. Motion made by Jim Tatman to approve the FY2018 proposed budget, seconded by JR Spencer, all voted in favor. Motion carried.

**Agenda item 14
PROJECTS FOR REVIEW**

Shane asked members to look over the projects for review, no questions were asked. Mike Taylor made motion to approve projects for review, seconded by Mike Feola, all in attendance voted in favor. Motion carried.

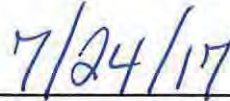
**Agenda item 15
ADJOURNMENT – NEXT MEETING DATE (ANNUAL MEETING)**

Shane discussed the annual meeting and set the date as July 24th, 2017. Motion made by Agnes Queen to adjourn the meeting, seconded by Dennis Fitzpatrick.

Respectfully submitted,



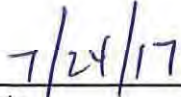
Chairperson



Date



Executive Director



Date

Region VII Planning and Development Council

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AGENDA July 24, 2017

- 12:00 p.m.
1. Call to Order
 2. Moment of Silence
 3. Pledge of Allegiance
 4. Introductions
 5. Approve minutes from April 24, 2017 meeting
 6. Treasurer's Report
 7. Chairman's Report
 8. **Regional Hazard Mitigation Plan Update—JH Consulting**
 9. Executive Director's Report
 10. Consider Resolution concerning Federal Programs
 11. FY2018 Officers
 12. Report on Executive Director's Evaluation—Mark Doak
 13. Consider Projects for Review
 14. Adjournment—next meeting will be October 23, 2017

REGION VII MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

JULY 2017 COUNCIL TALKING POINTS

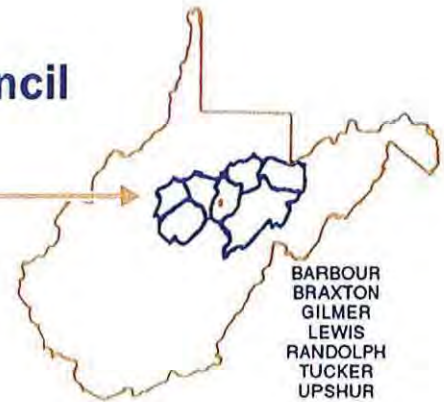
- A. Meeting 1 was held at the PDC
 - 1. Discussed the hazards to be profiled in the update
 - a. Acts of Violence
 - b. Dam Failure
 - c. Drought
 - d. Earthquakes
 - e. Extreme Temperatures
 - f. Flooding
 - g. Infrastructure Interruptions
 - i. Wastewater
 - ii. Drinking Water
 - iii. Energy
 - iv. Transportation
 - h. Landslides
 - i. Major Fires
 - i. Urban Fires
 - ii. Forest Fires
 - j. Severe Storms
 - i. Hail Storms
 - ii. Hurricanes
 - iii. Tornadoes
 - iv. Windstorms
 - k. Winter Storms
 - 2. Discussed asset lists and old project lists.

- B. Meeting 2 was held via go to meeting
 - 1. Discussed Goals and objectives.
 - 2. Major goal for this plan will be:
 - a. Become resilient to all hazards in Region 7 and quickly from disaster and/or emergency situations through the implementation of mitigation measures and projects.

** I will be sending out information today or tomorrow to the steering committee to this week to schedule another go to meeting, meeting to discuss new projects for this update.

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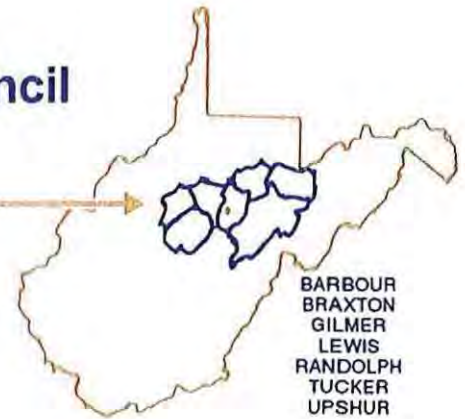


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MINUTES OF THE JULY 24, 2017 QUARTERLY (ANNUAL) COUNCIL MEETING HELD AT THE BRUSHY FORK EVENT CENTER

Chairperson Agnes Queen call the meeting to order at 12:00 p.m.

ATTENDANCE:

Council Members:

- | | |
|-----------------------|--------------------------------|
| 1. Lowell Moore | Tucker County Commission |
| 2. Ruth Straley | Mayor, Town of Jane Lew |
| 3. Van Broughton | Mayor, City of Elkins |
| 4. Terry Cutright | Upshur County Commission |
| 5. Ben Propst | Barbour County Coordinator |
| 6. Tim Barry | Barbour County Private Sector |
| 7. Dennis Fitzpatrick | Mayor, City of Glenville |
| 8. Bobby Gompers | Upshur County Private Sector |
| 9. Cindy Karelis | Mayor, Town of Beverly |
| 10. Jim Rossi | Mayor, Town of Coalton |
| 11. Mike Herron | Lewis County Private Sector |
| 12. Cindy Whetsell | Lewis County Private Sector |
| 13. JR Spencer | Braxton County Private Sector |
| 14. Mark Doak | Randolph County Private Sector |
| 15. Agnes Queen | Lewis County Commission |
| 16. Greg Cunningham | Lewis County Private Sector |
| 17. A.G. Trusler, Jr | Upshur County Private Sector |

Guests:

- | | |
|--------------------|---|
| 18. Pat Boyle | Lewis County Commission |
| 19. Henry McDonald | JH Consulting, LLC |
| 20. Jessica Sutton | City of Elkins |
| 21. Bob Pingley | City of Elkins |
| 22. Lynn Phillips | Regional Representative, Governor's Office |
| 23. Stephen Smoot | Representative, Congressman Mooney's Office |
| 24. Justin Ray | Representative, Senator Manchin's Office |
| 25. Rod Wyman | Lewis County Commission |

Executive Director and Staff:

26. Shane Whitehair
27. Peggy Ball
28. Cam Matheny
29. Cary Smith

Executive Director
Administrative Assistant
Financial Consultant
Project Manager

Agenda Items 1,2,3

CALL TO ORDER – MOMENT OF SILENCE – PLEDGE OF ALLEGIANCE

After calling the meeting to order and welcoming all in attendance, Chairwoman Agnes Queen led the group in a moment of silent meditation and prayer and the “Pledge of Allegiance”.

Agenda Item 4

INTRODUCTIONS:

Chairwoman Agnes Queen requested that everyone in attendance introduce themselves.

Agenda Item 5

PREVIOUS MEETING MINUTES:

Chairwoman Agnes Queen asked if there were any additions or corrections to the previous meeting minutes from the April 24, 2017 quarterly meeting. With no corrections or additions indicated, Dennis Fitzpatrick made a motion to accept the minutes as recorded, and Greg Cunningham seconded the motion, which passed unanimously.

Agenda item 6

TREASURER’S REPORT

Cam Matheny reviewed the balance sheet and budget summary. Cam stated there were no significant changes in our financial status. He stated there will be adjustments in deferred revenue and OPEB liability for upcoming audit. Cam said the budget amount remaining in the Project Administrative Income will be pushed to future years, as projects are not moving forward as originally budgeted. Cam mentioned the Professional Services amount was over budget due to the consulting services needed for the update of the Regional Hazard Mitigation Plan. JH Consulting LLC is providing this service for the region. The costs incurred in FY 2017 will be reimbursed in FY 2018 from grant funds. Cam also stated the Computer Hardware line item was high due to the purchase of additional GIS equipment, specifically the Trimble unit. Cam also mentioned the IT Services were a little over budget due to changing our e-mail server to rectify slow e-mail service. Cam stated the Meeting Expenses were over budget due to Christmas Party expenses which are offset by sponsorships included in the revenue

statement. He also stated the Miscellaneous line item is a little over budget which included funeral flower arrangements and other office items.

After reviewing the financial reports, Cam noted that our FY2017 audit is scheduled with Gibbons and Kawash the first week in November.

Agenda item 7
CHAIRMAN'S REPORT

No report

Agenda item 8
REGIONAL HAZARD MITIGATION PLAN UPDATE – JH CONSULTING

Henry McDonald reported on the Hazard Mitigation Steering Committee meetings. Their main goal is to become resilient and able to overcome any disaster that may occur. Mr. McDonald stated that all counties and municipalities must have hazard mitigation plans in place to meet FEMA requirements. FEMA will also look at how each of these entities participate and how much they participated in this plan to determine who will receive funding. JH Consulting will bring the draft Hazard Mitigation Plan to the council for review before completing the final plan.

Agenda item 9
EXECUTIVE DIRECTOR'S REPORT

Shane Whitehair welcomed the new mayor of Jane Lew and Beverly, who were in attendance. He also discussed the meeting held at Region VII Planning and Development Council office with the new council members to explain who we are and what we do. Shane offered any council member that has questions or concerns to come and meet with him and the staff.

Shane noted the Dionne Allen resigned her position with Region VII Planning and Development Council and he is in the process of filling that position. The goal is to have the position filled as soon as possible.

Shane updated the council about the proposed Federal Budget cuts that are forthcoming and possible elimination of programs, including CDBG, ARC, EDA, USDA. Shane stated that he has been working with the congressional representatives that know the importance of these programs. These representatives are opposed to the proposed budget cuts. He stated that we receive federal planning grants from both ARC and EDA, if they are eliminated would be a huge impact on Region VII Planning and Development Council. Shane prepared a Budget Resolution that will be discussed later in meeting.

Shane reported that the State Budget was finally passed, however we do not know what our state allocation will be. The WV Development Office supports the regional councils; however, they are reviewing their budget before they can allocate any funds. These funds are important as we use them to match our federal planning grants.

Shane announced the Regional Broadband Project was approved by USDA for a three-million-dollar grant. This project will cover Barbour, Randolph and Upshur counties.

Shane discussed the private sector vacancies in the following counties: Braxton, Gilmer, Upshur and Randolph. He stated that these must be filled to meet the EDA planning grant requirements.

Shane asked Cary to give update on Small Cities Block Grant applications. She noted that the following six applications were submitted June 30: Lewis County EDA Phase I Water Extension Project, Barbour County Chestnut Ridge Water Improvements, Braxton County Exchange Road Waterline Extension Phase II, Town of Sutton Storm Sewer Phase II, Burnsville Wastewater Project, and City of Parsons and Hamrick PSD Water Interconnectivity Project. Shane added this is the first year that CDBG includes Broadband Projects which has a deadline of October 30, 2017. He also stated that program is looking to expand into housing initiative due to the floods in southern WV last year.

Shane referenced the progress report included in packet as only the projects Region VII is currently managing.

Shane gave update on current GIS Projects the staff is working on—City of Buckhannon, Upshur County CVB Story Map, Upshur County Commission Address Mapping-Phone Numbers Project, City of Parsons Water System Mapping.

Agenda item 10

CONSIDER RESOLUTION CONCERNING FEDERAL PROGRAMS

Shane discussed the Budget Cuts Resolution stating disapproval of President Trump's recent budget proposal requesting deep cuts to federal funding in FY2018 and the elimination of agencies and programs critical to distressed communities including EDA, ARC, USDA, HUD and CDBG. Shane noted the resolution will be forwarded to our congressional representatives.

Mike Herron made motion to adopt the Budget Cuts Resolution and Dennis Fitzpatrick seconded, all present voted in favor, motion carried.

Agenda item 11
FY2018 OFFICERS

Shane stated that he and Agnes had contacted all the present officers to see if they would be interested in serving another year. Shane noted that this would be the last year Agnes Queen could serve as chairman. The by-laws state the each officer position has a four-year term limit, except Treasurer. All current officers agreed to serve another year. Dennis Fitzpatrick made motion to approve all officers to continue serving another year, motion was seconded by Greg Cunningham. All present voted in favor, motion carried.

Agenda item 12
REPORT ON EXECUTIVE DIRECTOR'S EVALUATION – MARK DOAK

Mark Doak reported on the Director's evaluation which included evaluation itself, future direction and compensation. Mark Doak stated he along with Agnes Queen; Mike Cvechko, Barbour County; Mike Taylor, Randolph County; Lowell Moore, Tucker County completed the evaluation. Evaluation committee agreed that Shane Whitehair is doing an outstanding job in all classifications. The committee stated they were very comfortable with Shane's leadership and are very pleased to have him as the Director. Mark talked about the future of this organization will require searching for other revenue sources to make up shortfalls of current funding. Committee recommended Shane to provide value to council member attendees of the quarterly meetings by having more interaction within members. Shane and the committee would like to have a member from all organizations to be present at the council meetings. They discussed the office locations current lease expires in 2019, would like to look at other options prior to renewal of lease. Committee noted that Shane attends ARC national conference as well as other conferences and they would like him and other office staff to continue to attend these. Mark stated that Shane serves on the DDAA board and would like him to continue that involvement. Committee approved an increase of compensation for Shane that is within the range the staff received.

Agenda item 13
CONSIDER PROJECTS FOR REVIEW

Shane ask for council to look over the projects for review. Cindy Whetsell made a motion to approve the projects for review and was seconded by Dennis Fitzpatrick, all in attendance voted in favor, motion was carried.

Agenda item 14
ADJOURNMENT – NEXT MEETING DATE

Shane discussed the next quarterly meeting and set the date as October 23, 2017. Motion made by Cindy Whetsell to adjourn the meeting, seconded by Dennis Fitzpatrick, motion carried.

Respectfully submitted,

Agnes G. Zuen
Chairperson

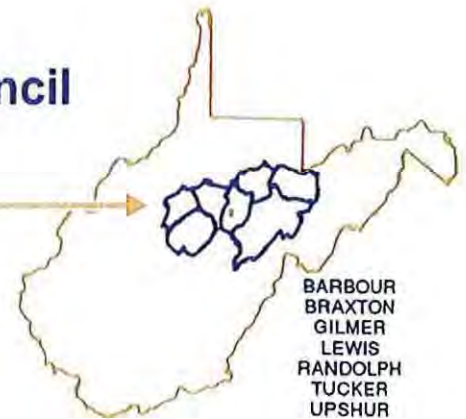
10/23/17
Date

Shane Wilbur
Executive Director

10/23/17
Date

Region VII Planning and Development Council

99 EDMISTON WAY • SUITE 225 • BUCKHANNON, WV 26201
PHONE: (304) 472-6564 • FAX (304) 472-6590



PROPOSED FY2018 BUDGET CUTS RESOLUTION

A resolution of the Region VII Planning and Development Council stating disapproval of President Trump's recent budget proposal requesting deep cuts to federal funding in fiscal year (FY) 2018 and the elimination of agencies and programs critical to distressed communities including the U.S. Economic Development Administration (EDA), Appalachian Regional Commission (ARC), U.S. Department of Agriculture (USDA) Rural Business-Cooperative Service, U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) program, among others resulting in a significant reduction of proven support for local and regional economic and community development as well as housing, workforce, and infrastructure.

WHEREAS the Region VII Planning and Development Council is a public organization representing Barbour, Braxton, Gilmer, Lewis, Randolph, Tucker and Upshur Counties and the 24 municipalities therein in north-central West Virginia;

WHEREAS the Region VII Planning and Development Council is a designated Economic Development District through the U.S. Economic Development Administration and a designated Local Development District through the Appalachian Regional Commission;

WHEREAS the Region VII Planning and Development Council, since 2000, has administered 17 U.S. Economic Development Administration grants; 25 Appalachian Regional Commission grants; 31 HUD Community Development Block Grants program;

WHEREAS the Administration proposes to significantly reduce and eliminate federal funding for fiscal year 2018;

WHEREAS the Region VII Planning and Development Council administers programs impacting job creation and retention, business development, housing, environmental quality, infrastructure, and local government needs and services;

WHEREAS federal funding set to be cut and withdrawn, through Region VII Planning and Development Council, has helped to create and retain over 1,000 jobs; leveraged over \$85 million of public and private investment; provided over 10,000 households with public water, sewer and broadband services; and maintained other substantial benefits;

WHEREAS the Region VII Planning and Development Council endorses efforts to improve efficiencies and eliminate waste, abuse, and fraud, but opposes any cut or elimination of programs and services administered by the Region VII Planning and Development Council and contributing to economic and community development in 31 local governments in north-central West Virginia.

NOW, THEREFORE, BE IT RESOLVED that Region VII Planning and Development Council opposes the proposed reduction and elimination of federal funds for programs aforementioned requested in the Administration's FY 2018 budget proposal.

Adopted by the Region VII Planning and Development Council at its annual/quarterly meeting on July 24, 2017.



Chairman



Executive Director

Region VII Planning and Development Council

99 EDMISTON WAY • SUITE 225 • BUCKHANNON, WV 26201
PHONE: (304) 472-6564 • FAX (304) 472-6590



AGENDA October 23, 2017

- 12:00 p.m.
1. Call to Order
 2. Moment of Silence
 3. Pledge of Allegiance
 4. Introductions
 5. Approve minutes from July 24, 2017 meeting and September 22, 2017 Special Meeting
 6. Treasurer's Report
 7. Chairman's Report
 8. **Regional Hazard Mitigation Plan Update—JH Consulting**
 9. Executive Director's Report
 10. Proposed Consolidation of Regional Councils
 11. WV State Allocation
 12. Consider Projects for Review
 13. Adjournment

**REGION VII PLANNING & DEVELOPMENT COUNCIL
MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN
STEERING COMMITTEE #1 MEETING**

AGENDA

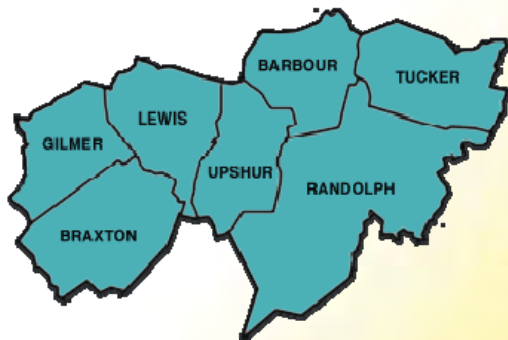
Date: June 1, 2017
Time: 10:00 a.m.
Estimated Duration: 60-90 minutes
Location: Region VII PDC Offices
99 Edmiston Way, #225, Buckhannon, WV

1. Welcome & Introductions
2. Brief Overview of Process
 - Mitigation Planning Process
 - CRS Additions
 - Steering Committee Roles & Responsibilities
3. Hazard Review
 - Hazards in the Existing Plan
 - Hazards to Add?
4. Assets and Projects
 - Discuss Capabilities Assessment
 - Distribute existing asset inventories
 - Distribute existing projects
 - Explain status process
 - Mitigation reconstruction introduction
5. Public Outreach and Engagement
6. Steering Committee Meeting Schedule
7. Questions & Answers
8. Adjournment

REGION VII PLANNING & DEVELOPMENT COUNCIL
MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN
STEERING COMMITTEE #1 MEETING
SIGN-IN SHEET
DATE: June 1, 2017

Name	Association	Phone Number
1. Brian Shreves	UPShur OEM	472-4983
2. SHAWN DUNBRAK	WDHSEM	304-807-5630
3. Steve Money, penny	Lewis County Floodplain	304-269-6567
4. Jim Gum	Lewis OEM	304-269-8241
5. Ben Peopst	Barboque County Commission	304-457-4577
6. Jay Hellen	City of Buckhannon	472-1651
7. Karen Weaver	City of Philippi	304 457-1343
8. JEFFERY HARVEY	JH CONSULTING, LLC	304-472-1009
9. Henry T. McDowell	JH Consulting LLC	304 472 1009
10. Mike Baker	Braxton OES	304-765-3926
11. Cherie Jenkins	Braxton OES	304-765-3520
12. Patrick Gray	Tucker Co OEM	304-614-3802.
13. GREG STEVENS	TUCKER Co. FLOODPLAIN	304-614-6090
14. Jason Myers	City of Parsons	304-478-2311
15. BOB PINGLEY	CITY OF ELKINS	304-635-7071
16. Sham Whitehair	Region VII PDC	304.472.6964
17.		
18.		
19.		
20.		
21.		
22.		
23.		
24.		

Region 7 PDC All Hazards Mitigation Plan and Risk Assessment Update



June 1st, 2017

10:00 a.m.

99 Edminston Way

Buckhannon, WV

Agenda

1. Welcome & Introductions
2. Overview of the Hazard Mitigation Process
 - CRS Additions
 - Steering Committee Roles & Responsibilities
 - Steering Committee Meeting Schedule
3. Hazard Review
 - Hazards in the Existing Plan
 - Changes to Hazards?
 - Committee Member Homework!
4. Mitigation Reconstruction Amendment to Existing Plan
5. Preparation for Next Steering Committee Meeting
 - Discussion of Date
 - Introduction: Asset Inventorying
6. Q&A

Welcome and Introductions

What is a Hazard Mitigation Plan?

- Formal document that identifies risk to all hazards (e.g., Flooding, High Winds, Winter Storms, Land Subsidence, Wildfires, Earthquakes, etc.). It will also incorporate mitigation strategies and risk reduction strategies. It is a LIVING document!
- Plan must be reviewed/updated/re-adopted and submitted to FEMA every 5 years. The plan expires 8/13/17.

History

- 2012: First Regional Multi-Jurisdictional Hazard Mitigation Plan completed by the Region 7 Planning and Development Council
- Prior plans were completed at the county level.

Our Process – Committee

- Committee Review – Will need to meet regularly to work through the document in order to complete the timeline.
- Additional contact with committee members will be made through email, and teleconference as needed.
- Committee members will be asked to complete tasks specific to their jurisdiction.
- JHC planning staff will be primarily responsible for research and document drafting.

Our Process – Public Input

- Public input is required per FEMA, and can be obtained in multiple ways.
 - Hazard Mitigation meetings in each jurisdiction for the public to comment on the process.
 - Copies of the plan placed at county offices/libraries for public review and comment.
 - Online surveys regarding the current plan, public thoughts on hazard mitigation, and comments on the updated plan draft.
 - Social media presence is very important for these surveys to be successful.

Estimated Project Schedule

- 4/24/17 – Kick-off Meeting
- June – July – On-going meetings and communication with steering committee. Surveys disseminated and public meetings scheduled. Draft materials sent to committee members for review.
- July – Full draft presented for approval to the committee and full council.
- August – Submittal to WVDHSEM for approval
- After State approval, Plan is sent to FEMA Region III for approval. The plan expires 8/13/17.

Multi-Jurisdictional Requirements

The Hazard Risk Assessment and Multi-Jurisdictional Mitigation Plan will cover all the jurisdictions of the seven counties that make up the Region 7 Planning and Development Council (PDC).

Hazards In Current Plan

- Dam Failure
- Drought
- Earthquake
- Epidemic
- Flooding
- Hailstorms
- Hazardous Materials
- Infestation
- Landslide
- Temperature – Extreme Heat
- Terrorism
- Thunderstorms/Lightning
- Urban Fire
- Utility Failure
- Windstorm/Tornado
- Winter Storm
- Wildfire

Any Changes to Hazards

- Combine hazards?
- Add any hazards?
- Eliminate any hazards?

Hazard Review: Dam Failure

- Dam data from U.S. Army Corps of Engineers (2000), and WV DEP.
 - 51 Dams located in the region.
 - 29 are High Hazard, 7 are Significant Hazard
- Stanford University – National Performance of Dams Program Incidents
 - 1 incident since 1996, no reported damage.
- Other incidents or concerns?

Hazard Review: Drought

- Noted NOAA NCEI Events
 - Drought = 55 since 1997
 - An event is noted for each county (I.E. one drought period will show up for each county affected in the data), however droughts will generally effect multiple counties or the entire region.

Hazard Review: Earthquake

- West Virginia Geological and Economic Survey
 - Six events since 2012
 - January 10th, 2012: 2.8 magnitude event in Braxton County
 - March 31st, 2013: 3.4 magnitude event in Braxton County
 - July 20th, 2013: 2.7 magnitude event in Gilmer County
 - July 30th, 2013: 2.8 magnitude event in Gilmer County
 - August 16th, 2013: 2.6 magnitude event in Gilmer County
 - October 13th, 2013: 2.2 magnitude event in Braxton County

Hazard Review: Extreme Temperatures

- Noted NOAA NCEI Events (1996-2016)
 - An event will usually effect multiple counties in the region.
 - Cold events: 33
 - Extreme Cold events: 16
 - Heat events: 13
 - Excessive Heat events: 9

Hazard Review: Flooding

- Noted NOAA NCEI Events (1996-2016)
 - Flash flood = 147
 - Property damage = \$13,439,000
 - No reported crop damage
 - 2 fatalities
 - Flood = 109
 - Property damage = \$8,149,000
 - No reported crop damage
 - No fatalities

Hazard Review: Mass Movement

- All of West Virginia is at significant risk due to topography and human impacts (mining, expanding communities).
- No events noted in the NCEI records
- Any events? Areas of concern?

Hazard Review: Severe Storms

- Current version of the plan has severe thunderstorms, lightning, winter storms, and hail storms separated into their own profiles.
 - Keep format? Combine any?
- Hailstorm events: 15 events with property damage.
- Thunderstorm and Lightning events: 113 with property damage.

Hazard Review: Tornado & Windstorm

- Noted NOAA NCEI Tornado Events (1950 – 2016)
 - 15 Events, all F2, F1, or F0
 - All seven counties have had at least one event.
 - Total property damage: \$1,125,000
 - No direct injuries or fatalities.

- Noted NOAA NCEI High Wind Events (1996-2016)
 - 28 Events
 - Total property damage: \$361,000
 - No direct injuries or fatalities.

Hazard Review: Winter Storms

- Noted NOAA NCEI Winter Storm Events (1996-2016)
 - 578 Events
 - \$15,853,000 in property damage.
 - 5 Event types:
 - Blizzard: 4
 - Heavy Snow: 342
 - Ice Storm: 18
 - Winter Storm: 65
 - Winter Weather: 149

Probability vs. Severity

Hazard Probability Classifications

Description	Specific Hazard Event	Frequency
Frequent	Likely to occur frequently	Continuously experienced
Probable	Will occur several times in the life of an item	Experienced several times
Occasional	Likely to occur sometime in the life of an item	Experienced
Remote	Unlikely but possible to occur in the life of an item	Unlikely that it has been experienced.
Improbable	So unlikely it can be assumed occurrence may not be experienced.	Not experienced.

Probability vs. Severity

Hazard Severity Classifications

Description	Mishap Definition
Catastrophic	Death or major structural loss
Critical	Severe injury, severe illness or marginal structural damage
Marginal	Minor injury, minor illness or structural damage
Negligible	Less than minor injury, illness or structural damage.

Probability vs. Severity

Risk Assessment Matrix

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic	Red	Red	Red	Yellow	White
Critical	Red	Red	Yellow	White	White
Marginal	Yellow	Yellow	White	White	White
Negligible	White	White	White	White	White

Red	Risk reduction required
Yellow	Risk reduction suggested
White	Risk reduction not required

Committee Member Homework

- Any additional or local data on the hazards discussed, or additional hazards agreed upon.
- Please forward this information to the Region 7 PDC or directly to the planners at JHC.
- Would like to have local insight to add to the profiles.

Preparing for Next Steering Committee Meeting

- Date and time

Preparing for Next Steering Committee Meeting – Asset Inventory

- Need to update the Asset Inventory included in the plan. Assets fall into one of the five categories below
 - *Critical Facilities*: Governmental facilities, water/wastewater facilities, emergency services facilities, medical facilities (hospitals/clinics), military facilities, and the transportation infrastructure.
 - *Vulnerable Populations*: Schools, nursing homes, and senior centers.
 - *Economic Assets*: Large commercial/industrial facilities or large employers (not covered in other categories).
 - *Special Considerations*: Residences, community outreach facilities, post offices, and libraries.
 - *Historical Considerations*: Areas/structures listed on the National Register of Historic Places.
- You will be receiving a list of the assets that were included for your county in the existing plan. Need you to make revisions, deletions, and additions.

Questions/Discussion?

Region 7 Steering Committee Meeting 1

June 1, 2017

Meeting Minutes

- I. Welcome and Introductions of attendees.
- II. Overview of the planning process.
 - A. Committee involvement is very important
 - B. There will be additional contact with the committee through meetings, teleconferences, emails, etc.
- III. Public input is a FEMA requirement
 - A. Discussed way to get public involved.
 1. Public meetings
 2. Current plan placed in public buildings for review
 3. Online survey
 - a. This requires social media blast from jurisdictions
- IV. Discussed timeline
 - A. We have an aggressive schedule
 - B. Plan expires 8/13/2017
- V. Reviewed hazards in current plan
 - A. Dam Failure
 - B. Drought
 - C. Earthquake
 - D. Epidemic
 - E. Flooding
 - F. Hailstorm
 - G. Hazardous Materials
 - H. Infestation
 - I. Landslide
 - J. Temperature – Extreme Heat
 - K. Terrorism
 - L. Thunderstorm / Lightning
 - M. Urban Fire
 - N. Utility Failure
 - O. Windstorm/Tornado
 - P. Winter Storm
 - Q. Wildfire

- VI. Discussed what hazards should be kept, removed and/or combined for new plan
 - A. Discussion led to the following hazards for the 2017 plan
 - 1. Acts of Violence (Includes: terrorism, active shooters, etc.)
 - 2. Dam Failure
 - 3. Drought (Includes: conventional drought and water interruptions due to chemical spills, etc.)
 - 4. Earthquake
 - 5. Extreme Temperatures: Heat and Cold
 - 6. Flooding
 - 7. Hazardous Materials
 - 8. Infrastructure Interruption (Include: power, water, sewer failures, transportation, etc.)
 - 9. Land Subsidence (includes: landslide, rock slide, mass movements, sink holes, etc.)
 - 10. Major Fire (includes: wild and urban fires)
 - 11. Severe Storms (includes: Thunder/lightning, hail, tornado, and wind storms)
 - 12. Winter Storm

- VII. Discussed Probability vs. Severity of Hazards
 - A. Attendees completes a Risk Assessment Matrix

- VIII. An email will be sent regarding next meeting date and time
- IX. "Homework" assigned.
 - A. Project and Asset lists distributed to counties to be updated.

- X. CRS communities will be a special consideration during this process.
 - A. Consultant will be contacting those communities

Region 7 Hazard Mitigation Plan Update
 June 1, 2017 Steering Committee Meeting
 Risk Assessment Matrix Exercise

Name: Ben Propst

Agency/Municipality/Other: Barbours County

Please fill out the Risk Assessment Matrix below using the definitions on the next page. Write in where you think each hazard discussed falls in the matrix based on the definitions. More than one hazard may be located in one box.

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic		Flooding SEVERE STORMS	WINTER STORM		
Critical		Drought	HAZMAT TEMP. EXTREME	ACTS OF VIOLENCE MAJOR FIRE	
Marginal				INFRASTRUCTURE	
Negligible				DAM FAILURE EARTH QUAKE	

Region 7 Hazard Mitigation Plan Update
 June 1, 2017 Steering Committee Meeting
 Risk Assessment Matrix Exercise

Name: GREG STEVENS

Agency/Municipality/Other: FLOODPLAIN ADMINISTRATOR

Please fill out the Risk Assessment Matrix below using the definitions on the next page. Write in where you think each hazard discussed falls in the matrix based on the definitions. More than one hazard may be located in one box.

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic					
Critical	SEVERE STORMS WINTER STORMS	FLOODING	MAJOR FIRE INFRASTRUCTURE		
Marginal		HAZMAT	DROUGHT LAND SUBSIDENCE TEMP. (HOT & COLD)	EARTHQUAKE DAM FAILURE ACTS OF VIOLENCE	
Negligible					

Region 7 Hazard Mitigation Plan Update
 June 1, 2017 Steering Committee Meeting
 Risk Assessment Matrix Exercise

Name: Charlie Jenkins

Agency/Municipality/Other: Braxton OES 1911

Please fill out the Risk Assessment Matrix below using the definitions on the next page. Write in where you think each hazard discussed falls in the matrix based on the definitions. More than one hazard may be located in one box.

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic	Flooding Winter Storms				Dam failure
Critical	Severe Severe Storms	Hazmat	M. Fire Extreme Temp	Acts of Violence	
Marginal	Severe		Earthquake Drought Land Subsidence	Severe Infrastructure Intervention	
Negligible					

Region 7 Hazard Mitigation Plan Update
 June 1, 2017 Steering Committee Meeting
 Risk Assessment Matrix Exercise

Name: Mike Baker

Agency/Municipality/Other: Brayton OES

Please fill out the Risk Assessment Matrix below using the definitions on the next page. Write in where you think each hazard discussed falls in the matrix based on the definitions. More than one hazard may be located in one box.

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic	Flood				Dam failure
Critical	severe storms water	winter has melt	M. fire heat/cold	auto or violence	
Marginal			earth quake land slide prougt	1/1	
Negligible					

Region 7 Hazard Mitigation Plan Update
 June 1, 2017 Steering Committee Meeting
 Risk Assessment Matrix Exercise

Name: SHAWN DUNBRACK

Agency/Municipality/Other: WINDHAM

Please fill out the Risk Assessment Matrix below using the definitions on the next page. Write in where you think each hazard discussed falls in the matrix based on the definitions. More than one hazard may be located in one box.

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic	FLOODING				
Critical	SEVERE STORMS WINTER STORMS	HAZ MAT	DROUGHT TEMP EXTREMES		
Marginal		ACTS OF VIOLENCE INFRASTRUCTURE INTERRUPT	EARTHQUAKE MAJOR FIRE	DAM FAILURE	
Negligible				LAND SUBSIDENCE	

Region 7 Hazard Mitigation Plan Update
 June 1, 2017 Steering Committee Meeting
 Risk Assessment Matrix Exercise

Name: Key Holten

Agency/Municipality/Other: City of Buckhannon

Please fill out the Risk Assessment Matrix below using the definitions on the next page. Write in where you think each hazard discussed falls in the matrix based on the definitions. More than one hazard may be located in one box.

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic		flooding		haz. mat'l's	
Critical				severe storms infra. interruption drought	dam failure
Marginal		acts of violence	temp. extremes winter storms	major fire	
Negligible				landslide	earthquakes

Region 7 Hazard Mitigation Plan Update
 June 1, 2017 Steering Committee Meeting
 Risk Assessment Matrix Exercise

Name: Karen Weaver

Agency/Municipality/Other: City of Philippi

Please fill out the Risk Assessment Matrix below using the definitions on the next page. Write in where you think each hazard discussed falls in the matrix based on the definitions. More than one hazard may be located in one box.

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic	Flooding	Drought Winter Storm			
Critical		Severe Storms Temp Extreme	Infrastructure Failure	Hazmat Major Fire	
Marginal			Acts of Violence	Dam Failure E Quake Land Subsidence	
Negligible					

Region 7 Hazard Mitigation Plan Update
 June 1, 2017 Steering Committee Meeting
 Risk Assessment Matrix Exercise

Name: BOB PINGLEY

Agency/Municipality/Other: CITY OF ELKINS

Please fill out the Risk Assessment Matrix below using the definitions on the next page. Write in where you think each hazard discussed falls in the matrix based on the definitions. More than one hazard may be located in one box.

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic		SEVERE STORMS		DAM FAILURE ACTS OF VIOLENCE	
Critical	WINTER STORMS	INFRASTRUCTURE INTERUPTION	DROUGHT MAJOR FIRE	HAZMIT	
Marginal			TEMP EXTREME (HEAT / COLD)	LAND SUBSIDENCE	
Negligible			EARTHQUAKE		

Region 7 Hazard Mitigation Plan Update
 June 1, 2017 Steering Committee Meeting
 Risk Assessment Matrix Exercise

Name: Steve Moneyppenny

Agency/Municipality/Other: Lewis County Floodplain Manager

Please fill out the Risk Assessment Matrix below using the definitions on the next page. Write in where you think each hazard discussed falls in the matrix based on the definitions. More than one hazard may be located in one box.

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic	Severe Weather	Flooding			Dam Failure
Critical		Winter Storm		Haz Mat	Major Fire
Marginal			Drought Temperature Extreme		Acts of Violence Earthquake
Negligible			Infrastructure Interruption		

Region 7 Hazard Mitigation Plan Update
 June 1, 2017 Steering Committee Meeting
 Risk Assessment Matrix Exercise

Name: James Linn

Agency/Municipality/Other: Lewis DEM.

Please fill out the Risk Assessment Matrix below using the definitions on the next page. Write in where you think each hazard discussed falls in the matrix based on the definitions. More than one hazard may be located in one box.

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic			Drought	Minor fire. Dam failure.	
Critical	Flooding Severe Storms.	Major fire. Winter Storm.	Drought. Temp extreme. Major fire. Winter Storm.	Act of Violence.	
Marginal			Hazmat. Land subsidence. infrastructure.	Earthquake.	
Negligible					

Region 7 Hazard Mitigation Plan Update
 June 1, 2017 Steering Committee Meeting
 Risk Assessment Matrix Exercise

Name: Patrick Gray

Agency/Municipality/Other: Tucker Co O&M

Please fill out the Risk Assessment Matrix below using the definitions on the next page. Write in where you think each hazard discussed falls in the matrix based on the definitions. More than one hazard may be located in one box.

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic	Winter Storm Flooding	Severe Storm			
Critical	I-1	Act of Violence	Temp EXI	Dam Failure E-Quake	
Marginal		Wild Fire/major Fire	HAZMAT		Land Subsidence Land slides
Negligible					Drought

Region 7 Hazard Mitigation Plan Update
 June 1, 2017 Steering Committee Meeting
 Risk Assessment Matrix Exercise

Name: Jason Myers

Agency/Municipality/Other: City of Parsons

Please fill out the Risk Assessment Matrix below using the definitions on the next page. Write in where you think each hazard discussed falls in the matrix based on the definitions. More than one hazard may be located in one box.

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic		Flooding		E. Quake Acts of Violence Major Fire	Dam Failure
Critical			Drought Severe Storms Infrastructure Interruption Winter Storm		
Marginal			Extreme Temp.	Haz Mat Land Subsidence	
Negligible					

Region 7 Hazard Mitigation Plan Update
 June 1, 2017 Steering Committee Meeting
 Risk Assessment Matrix Exercise

Name: Brian Shreves

Agency/Municipality/Other: UPShur O&M

Please fill out the Risk Assessment Matrix below using the definitions on the next page. Write in where you think each hazard discussed falls in the matrix based on the definitions. More than one hazard may be located in one box.

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic	flooding				
Critical	winter storm	HAZMAT Severe storms	Temperature major fire	HAZMAT act of violence	
Marginal		Drought	infrastructure	Dam Dam failure Land slide	Dam Fail
Negligible				E-quake	

Region 7 Hazard Mitigation Plan Update
 June 1, 2017 Steering Committee Meeting
 Risk Assessment Matrix Exercise

Name: Ruth Straley

Agency/Municipality/Other: Jane Lew

Please fill out the Risk Assessment Matrix below using the definitions on the next page. Write in where you think each hazard discussed falls in the matrix based on the definitions. More than one hazard may be located in one box.

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic					
Critical		Winter Storm	Hazmat Severe Storm	Major Fires Earthquakes	
Marginal		Infrastructure Interruptions	Drought	Acts of Violence	Landside
Negligible			Extreme Temps	Dam Flood	

*Completed via phone after first meeting

Hazard Probability Classifications

Description	Specific Hazard Event
Frequent	Likely to occur frequently within a year time span.
Probable	Will likely occur several times over the course of several years
Occasional	Likely to occur once in a several year period.
Remote	Unlikely to occur once in a several year period, but possible.
Improbable	So unlikely it can be assumed occurrence will not occur

Hazard Severity Classifications

Severity Levels	Severity Description
Catastrophic	Death or major structural loss
Critical	Severe injury, severe illness or marginal structural damage
Marginal	Minor injury, minor illness, or minor structural damage
Negligible	Injuries or structural damage are not expected

Region 7 Hazard Mitigation Plan Update
 June 1, 2017 Steering Committee Meeting
 Risk Assessment Matrix Exercise

HAZARD SEVERITY	PROBABILITY				
	Frequent	Probable	Occasional	Remote	Improbable
Catastrophic		Flooding			
Critical		Severe Storm Winter Storm	Hazardous Materials	Acts of Violence Major Fire	Dam Failure
Marginal			Drought Extreme Temperatures Infrastructure Interruptions	Earthquake Land Subsidence	
Negligible					

Hazard Probability Classifications

Description	Specific Hazard Event
Frequent	Likely to occur frequently within a year time span.
Probable	Will likely occur several times over the course of several years
Occasional	Likely to occur once in a several year period.
Remote	Unlikely to occur once in a several year period, but possible.
Improbable	So unlikely it can be assumed occurrence will not occur

Hazard Severity Classifications

Severity Levels	Severity Description
Catastrophic	Death or major structural loss
Critical	Severe injury, severe illness or marginal structural damage
Marginal	Minor injury, minor illness, or minor structural damage
Negligible	Injuries or structural damage are not expected

**REGION VII PLANNING & DEVELOPMENT COUNCIL
MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN
STEERING COMMITTEE #2 MEETING**

AGENDA

Date: June 30, 2017
Time: 10:00 a.m.
Estimated Duration: 60-90 minutes
Location: Go To Meeting Conference

1. Welcome
2. Review asset inventory and existing project lists
3. Discuss regional hazard mitigation goals
4. Questions and Answers
5. Adjournment

**REGION VII PLANNING & DEVELOPMENT COUNCIL
MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN
STEERING COMMITTEE #3 MEETING**

AGENDA

Date: July 27, 2017
Time: 9:00 a.m.
Estimated Duration: 30-60 minutes
Location: Go To Meeting Conference

1. Welcome
2. Update: Where we are in the process
3. Review existing projects
4. Review mitigation goals
5. Discuss new projects
6. Questions and Answers
7. Adjournment

Region VII Hazard Mitigation Plan

2017 Update

Meeting #3

July 27, 2017 ~ 9:00 a.m.

Agenda

1. Welcome & Introductions
2. Update: Where We Are in the Process
3. Existing Projects
4. Review Mitigation Goals
5. New Projects
6. Q&A

Update: Where We Are in the Process

- Hazard Profiles
 - Drafts are in the internal review process
 - Drafts will be made available for review by committee
- Asset Lists
 - Asset lists need to be returned
 - If anyone has updated their list it can be returned via email
 - If anyone does not have a list for their jurisdiction, please let me know and I will email one to you after the meeting.
 - We will begin telephone follow-ups next week

Existing Projects

- Lists were sent out via email on June 5th
- If you do not have your jurisdiction's list please let us know
- Status Options
 - Completed
 - Deleted
 - Deferred
 - On-Going
- Status Narratives

Existing Projects: Discussion

- Who has undertaken traditional mitigation projects such as buy-outs?
 - Was the project started after 2012?
- Who has undertaken non-traditional mitigation projects?
 - Example: Stormwater management and/or system upgrades
 - Example: Educate the public about hazard mitigation
 - Example: Safe rooms

Existing Projects: Status Update Samples

Greenbrier 9	Flooding	7	Continue to apply for HMPG funds for acquisitions, elevations, or relocations of identified at risk, repetitive loss, non-repetitive loss, or substantial damaged properties in Greenbrier County	November 2016	November 2021	GCEMA	Greenbrier County Commission, Greenbrier County Floodplain Manager	Prevention	Approx. \$71,300 per purchase	HMPG
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Status: ON-GOING. 15 properties have been acquired since the last HMP update and 58 have been acquired in total. The County does not currently distribute funds for elevation projects but the program is now changing to include elevation and mitigation reconstruction.

Greenbrier 28	Misc.	5	Purchase and install generators at emergency shelter sites (some of which co-exist with fire departments) and critical facilities.	February 2017	December 2021	GCHSEM	Greenbrier County Commission	Emergency Services	Up to \$80,000 per installation	HMPG funds
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Status: ON-going. The project was not included in the prior HMP update but has been initiated within that cycle. One generator has been installed through HMGP funding for a county shelter and one for the emergency shelter in the Town of Alderson. Three more applications have been submitted for shelters.

Existing Projects: Status Update Samples

Ansted 1	Misc.	N/A	Develop more in depth municipal asset list to better understand the value of structures within the town	N/A	N/A	Municipal Council	Fayette County Office of Emergency Services (FCOES)	Emergency Services	Part of regular operations	N/A
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Status: COMPLETED. A community asset inventory was completed by WVU Capstone Students Identifying historical and tourism assets for long term economic opportunities. The Town has successfully removed eight dilapidated structures from the community.

Review Mitigation Goal

- Overview
 - What long term outcomes do you want to achieve?
- Goals discussed at previous meeting
 - “Minimize loss of life, injury, and damage to property, the economy, and the environment from natural hazards.”
 - “Increase ability to sustain adequate water supply.”
- Any other suggestions?

New Projects

- **Mitigation Action:** A specific action, project, activity, or process taken to reduce or eliminate long-term risk to people and property from hazards and their impacts.
- Types
 - Local plans and regulations
 - Structure and infrastructure projects
 - Natural systems protection
 - Education and awareness programs

New Projects

- We need to be able to *align new projects with the goals.*

Moving Forward

- Home Stretch
 - Complete Capability survey
 - Return Asset Lists
- Future Meetings
 - Project prioritization
 - Draft review
- Final Review
- Approval and Adoption

Committee Member Homework

- Generate New Projects
 - Recommended: Who might be a coordinating agency and a support agency?
 - Recommended: Potential funding sources?
 - Recommended: Potential cost estimate?

Adjournment

- Thanks for your input!

Region VII Hazard Mitigation Plan

Steering Committee Meeting #3

Meeting Minutes

(www.gotomeeting.com)

1. The hazard profiles are being internally reviewed by the contractor. Once the internal review process is complete the drafts will be forwarded to the steering committee members for review.
2. Please review and update the asset lists that were given out at meeting #1 and emailed to all jurisdictions. If you do not have a list for your jurisdiction please let us know so we can email one to you.
3. Beginning the week of July 31st, Henry from JHC will begin calling all jurisdictional representatives to answer any questions and assist with the planning process.
4. Existing project lists were sent out on June 5th. Please review, complete and return them.
5. Jurisdictions should be considering projects for the update. All jurisdictions must have projects in the plan to be eligible for certain mitigation grants.
6. Several jurisdictions have projects that established by the CEDS Strategy committee that should be added as projects in the HMP.
7. Any jurisdiction that has not completed the capability survey please do so as we use the information to complete section 1 of the plan.
8. The next meeting will be about project prioritization so please have a list of new projects turned in.
9. Please send out the links for the public surveys via social media, jurisdiction websites, local newsletter, electronic message board, talk about it at public meetings, or any other way you have available to you.
10. If you have any questions please don't hesitate to call or email.

**REGION VII PLANNING & DEVELOPMENT COUNCIL
MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN
STEERING COMMITTEE #4 MEETING**

AGENDA

Date: August 18, 2017
Time: 1:00 p.m.
Estimated Duration: 60-90 minutes
Location: Go To Meeting Conference

1. Welcome
2. Plan Maintenance
3. Public Involvement
4. Jurisdictional Participation (projects, assets, capabilities)
5. Historical Occurrences
6. Questions and Answers
7. Adjournment

Region VII Hazard Mitigation Plan

2017 Update

Meeting #4

August 18, 2017 ~ 1:00 p.m.

Agenda

1. Welcome
2. Plan Maintenance
3. Public Involvement
4. Review Projects and Assets
5. Historical Occurrences
6. Q&A

Plan Maintenance

- Plan needs to be reviewed annually
 - Is there any other plan or project that requires annual participation that this can be paired with?
 - Possible during the annual C.E.D.S. review
 - Any other options?

Public Involvement

- Two public surveys
 - Survey 1: 245 responses
 - Survey 2: 56 Response
- There is still time to put the links out on websites or social media.

Public Involvement

- We still need to have open public meetings.
- Considering three meetings to be held in jurisdictions that are CRS Communities.
 - Buckhannon
 - Parsons
 - Philippi
- One additional meeting will be held in either Braxton or Gilmer County

Jurisdictional Participation

- Project lists
- List from 2012 Plan still need to be returned with status and narrative (next slide)
- New projects lists need to completed

Existing Projects: Status Update Samples

Greenbrier 9	Flooding	7	Continue to apply for HMPG funds for acquisitions, elevations, or relocations of identified at risk, repetitive loss, non-repetitive loss, or substantial damaged properties in Greenbrier County	November 2016	November 2021	GCEMA	Greenbrier County Commission, Greenbrier County Floodplain Manager	Prevention	Approx. \$71,300 per purchase	HMPG
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Existing Projects: Status Update Samples

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Status: COMPLETED. A community asset inventory was completed by WVU Capstone Students Identifying historical and tourism assets for long term economic opportunities. The Town has successfully removed eight dilapidated structures from the community.

Jurisdictional Participation

- Asset Lists still need to be reviewed for accuracy and returned
 - Need to include name and address of asset
- Capabilities Survey
 - Any jurisdiction that has not completed the survey here is the link.

<https://www.surveymonkey.com/r/N6PRXXT>

Historical Occurrence

REGION 7 HISTORICAL OCCURRENCES

Print the hazards listed below for the hazard mitigation plan update, list the actual specific problem you've encountered in your jurisdiction relating to at least three of these hazards. Provide the date (year or month), location (street name, park name, etc.), and a brief description of what happened and why, and if there was anything that was done about it (what occurred). Use the reverse side of this page if you require more space.

Name: _____ Jurisdiction: _____

Hazard	Level of Concern	Date and Location	Brief Description
Example Storm Surge	<input type="checkbox"/> Not Concerned		
	<input type="checkbox"/> Somewhat Concerned	Date: August 2014	Typical storm surge occurred on South Beach in Miami because of a 17 ft storm surge.
	<input checked="" type="checkbox"/> Concerned	Location: Coast of South Beach along Ocean Drive between 58-32 and 58-32	The water reached Ocean Drive and forced local businesses and street away cars. After the water receded, property lost several months and many businesses closed for months. These people died and dozens were injured. An are still missing. Since then, the impact mitigation strategies have been implemented along the beach to avoid subsequent destruction.
	<input type="checkbox"/> Very Concerned		
Acts of Violence	<input type="checkbox"/> Not Concerned	Date: _____	
	<input type="checkbox"/> Somewhat Concerned	Location: _____	
	<input type="checkbox"/> Concerned		
	<input type="checkbox"/> Very Concerned		
Dams Failed	<input type="checkbox"/> Not Concerned	Date: _____	
	<input type="checkbox"/> Somewhat Concerned	Location: _____	
	<input type="checkbox"/> Concerned		
	<input type="checkbox"/> Very Concerned		
Drought	<input type="checkbox"/> Not Concerned	Date: _____	
	<input type="checkbox"/> Somewhat Concerned	Location: _____	
	<input type="checkbox"/> Concerned		
	<input type="checkbox"/> Very Concerned		
Earthquake	<input type="checkbox"/> Not Concerned	Date: _____	
	<input type="checkbox"/> Somewhat Concerned	Location: _____	
	<input type="checkbox"/> Concerned		
	<input type="checkbox"/> Very Concerned		
Flooding	<input type="checkbox"/> Not Concerned	Date: _____	
	<input type="checkbox"/> Somewhat Concerned	Location: _____	
	<input type="checkbox"/> Concerned		
	<input type="checkbox"/> Very Concerned		
Hazardous Materials	<input type="checkbox"/> Not Concerned	Date: _____	
	<input type="checkbox"/> Somewhat Concerned	Location: _____	
	<input type="checkbox"/> Concerned		
	<input type="checkbox"/> Very Concerned		
Infrastructure Intermittent	<input type="checkbox"/> Not Concerned	Date: _____	
	<input type="checkbox"/> Somewhat Concerned	Location: _____	
	<input type="checkbox"/> Concerned		
	<input type="checkbox"/> Very Concerned		
Land Subsidence	<input type="checkbox"/> Not Concerned	Date: _____	
	<input type="checkbox"/> Somewhat Concerned	Location: _____	
	<input type="checkbox"/> Concerned		
	<input type="checkbox"/> Very Concerned		

Hazard	Level of Concern	Date and Location	Brief Description
Minor Pests	<input type="checkbox"/> Not Concerned	Date: _____	
	<input type="checkbox"/> Somewhat Concerned	Location: _____	
	<input type="checkbox"/> Concerned		
	<input type="checkbox"/> Very Concerned		
Severe Storms	<input type="checkbox"/> Not Concerned	Date: _____	
	<input type="checkbox"/> Somewhat Concerned	Location: _____	
	<input type="checkbox"/> Concerned		
	<input type="checkbox"/> Very Concerned		
Water Storms	<input type="checkbox"/> Not Concerned	Date: _____	
	<input type="checkbox"/> Somewhat Concerned	Location: _____	
	<input type="checkbox"/> Concerned		
	<input type="checkbox"/> Very Concerned		

Historical Occurrences

- Everyone should have received one via email
- Very easy way to show participation
- Your narrative will be used in the profile sections of the plan and the forms will be included in an annex

Any Questions?

Adjournment

- Thanks for your input!

Region VII Planning and Development Council

99 EDMISTON WAY • SUITE 225 • BUCKHANNON, WV 26201
PHONE: (304) 472-6564 • FAX (304) 472-6590



November 6, 2017

Mr. Colt Sandoro
Executive Director
Regional Intergovernmental Council
315 D Street
South Charleston, WV 25303

Dear Colt:

The Region 7 Planning & Development Council is currently in the process of updating its hazard mitigation plan, which applies to Barbour, Braxton, Gilmer, Lewis, Randolph, Tucker, and Upshur Counties. As our project nears completion, we will provide access to our draft plan and encourage you to review it and provide comments.

In particular, we are interested in your thoughts as to any hazards that could either originate in a neighboring jurisdiction and impact Region 7. Conversely, we would like to know of any hazards that originate in Region 7 that you feel could impact neighboring jurisdictions.

If you have any questions or would like to comment on our plan, please submit all comments to me at swhitehair@regionvii.com. Please use the subject Hazard Mitigation Plan Comments.

Thank you for your participation in this important project. We look forward to your comments and, as always, feel free to contact me with any questions.

Thanks

Shane Whitehair
Executive Director

cc: Henry McDonald, JH Consulting

Henry T McDonald

From: Kara Greathouse <kgreathouse@wvregion3.org>
Sent: Tuesday, November 07, 2017 10:59 AM
To: Colt Sandoro; SWhitehair@regionvii.com; hmcdonald@jhcpreparedness.com
Subject: RE: Region VII Hazard Mitigation Plan update

The major concern for our region is a potential Sutton Dam Failure; it would impact first Clay County then Kanawha County. Also, flooding along the Elk River would likely impact neighboring Clay County. Thanks,

Kara Greathouse
Regional Intergovernmental Council
Planning Director

From: Colt Sandoro
Sent: Monday, November 06, 2017 3:50 PM
To: Kara Greathouse <kgreathouse@wvregion3.org>
Subject: FW: Region VII Hazard Mitigation Plan update

Do you have any comments? 😊

Colt Sandoro, MPA
Executive Director

Regional Intergovernmental Council

Kanawha - Putnam Metropolitan Planning Organization
Region 3 Planning and Development Council



315 D Street • South Charleston, WV 25303
P: 304-744-4258 F: 304-744-2534

  www.wvregion3.org

From: Shane Whitehair [<mailto:SWhitehair@regionvii.com>]
Sent: Monday, November 6, 2017 3:47 PM
To: Colt Sandoro <colt@wvregion3.org>
Cc: 'Henry T McDonald' (hmcdonald@jhcpreparedness.com) <hmcdonald@jhcpreparedness.com>
Subject: Region VII Hazard Mitigation Plan update

Colt

Please see attached.....

Shane Whitehair
Executive Director
Region VII Planning and Development Council
99 Edmiston Way, Suite 225
Buckhannon, WV 26201

(W) 304.472.6564

(C) 304.613.1386

(F) 304.472.6590

swhitehair@regionvii.com

Region VII Planning and Development Council

99 EDMISTON WAY • SUITE 225 • BUCKHANNON, WV 26201
PHONE: (304) 472-6564 • FAX (304) 472-6590



November 6, 2017

Mr. John Tuggle
Executive Director
Region 4 Planning and Development Council
885 Broad Street, Suite 100
Summersville, WV 26651

Dear John:

The Region 7 Planning & Development Council is currently in the process of updating its hazard mitigation plan, which applies to Barbour, Braxton, Gilmer, Lewis, Randolph, Tucker, and Upshur Counties. As our project nears completion, we will provide access to our draft plan and encourage you to review it and provide comments.

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Thank you for your participation in this important project. We look forward to your comments and, as always, feel free to contact me with any questions.

Thanks

Shane Whitehair
Executive Director

cc: Henry McDonald, JH Consulting

Region VII Planning and Development Council

99 EDMISTON WAY • SUITE 225 • BUCKHANNON, WV 26201
PHONE: (304) 472-6564 • FAX (304) 472-6590



November 6, 2017

Ms. Carol Jackson
Executive Director
Mid Ohio Valley Regional Council
709 Market Street
Parkersburg, WV 26102

Dear Carol:

The Region 7 Planning & Development Council is currently in the process of updating its hazard mitigation plan, which applies to Barbour, Braxton, Gilmer, Lewis, Randolph, Tucker, and Upshur Counties. As our project nears completion, we will provide access to our draft plan and encourage you to review it and provide comments.

In particular, we are interested in your thoughts as to any hazards that could either originate in a neighboring jurisdiction and impact Region 7. Conversely, we would like to know of any hazards that originate in Region 7 that you feel could impact neighboring jurisdictions.

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Thank you for your participation in this important project. We look forward to your comments and, as always, feel free to contact me with any questions.

Thanks

Shane Whitehair
Executive Director

cc: Henry McDonald, JH Consulting

Region VII Planning and Development Council

99 EDMISTON WAY • SUITE 225 • BUCKHANNON, WV 26201
PHONE: (304) 472-6564 • FAX (304) 472-6590



November 6, 2017

Ms. Sheena Hunt
Executive Director
Region VI Planning and Development Council
34 Mountain Park Drive
Fairmont, WV 26554

Dear Sheena:

The Region 7 Planning & Development Council is currently in the process of updating its hazard mitigation plan, which applies to Barbour, Braxton, Gilmer, Lewis, Randolph, Tucker, and Upshur Counties. As our project nears completion, we will provide access to our draft plan and encourage you to review it and provide comments.

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Thank you for your participation in this important project. We look forward to your comments and, as always, feel free to contact me with any questions.

Thanks

Shane Whitehair
Executive Director

cc: Henry McDonald, JH Consulting

Region VII Planning and Development Council

99 EDMISTON WAY • SUITE 225 • BUCKHANNON, WV 26201
PHONE: (304) 472-6564 • FAX (304) 472-6590



November 6, 2017

Mr. Terry Lively
Executive Director
Region 8 Planning and Development Council
131 Providence Lane
Petersburg, WV 26847

Dear Terry:

The Region 7 Planning & Development Council is currently in the process of updating its hazard mitigation plan, which applies to Barbour, Braxton, Gilmer, Lewis, Randolph, Tucker, and Upshur Counties. As our project nears completion, we will provide access to our draft plan and encourage you to review it and provide comments.

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Thank you for your participation in this important project. We look forward to your comments and, as always, feel free to contact me with any questions.

Thanks

Shane Whitehair
Executive Director

cc: Henry McDonald, JH Consulting



November 13, 2017

Mr. Bob Smith
Manager
Weston Wal-Mart
110 Berlin Road
Weston WV 26452

To Mr. Smith,

The Region VII Planning & Development Council is currently updating the hazard mitigation plan for this area. The plan identifies the types of natural hazards (e.g., floods, severe weather, etc.) that could cause damage in the region. You are receiving this email because you are an economic asset to a community in Region VII's coverage area. We would like to offer you an opportunity to participate in the planning process.

To that end, what natural hazards (see list below) do you feel could impact your operation? How do you think they could impact your business?

This plan also identifies ways to reduce risks to those hazards. Does your business currently implement measures to shield you from damage stemming from the hazards below? In what ways?

The following natural hazards are included in the plan:

- Drought,
- Earthquakes,
- Extreme temperatures,
- Flooding,
- Land subsidence,
- Severe storms (i.e. thunderstorms, severe wind, and tornadoes), and
- Winter storms.

Thank you for participating in this process. If you are a resident of Barbour, Braxton, Gilmer, Lewis, Randolph, Tucker, or Upshur County, we would also encourage you to participate as an individual citizen. Please visit - https://www.surveymonkey.com/r/Region7_Survey1 - to share your personal thoughts on risks in the Region VII area. When completed, the plan will be made available to the public and we encourage you to review it.

Thank you for your participation in this important project. We look forward to your comments.

Regards,

A handwritten signature in blue ink, appearing to read 'H. McDonald Jr.', is placed above the typed name.

Henry T. McDonald Jr.
Emergency Preparedness Planner
hmcDonald@jhcready.com



November 13, 2017

Store Manager
Elkins Wal-Mart
721 Beverly Pike
Elkins WV 26241

The Region VII Planning & Development Council is currently updating the hazard mitigation plan for this area. The plan identifies the types of natural hazards (e.g., floods, severe weather, etc.) that could cause damage in the region. You are receiving this email because you are an economic asset to a community in Region VII's coverage area. We would like to offer you an opportunity to participate in the planning process.

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Henry T. McDonald Jr.
Emergency Preparedness Planner
hmcDonald@jhcready.com



November 13, 2017

Store Manager
Buckhannon Wal-Mart
100 Buckhannon Crossroads
Buckhannon WV 26201

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Henry T. McDonald Jr.
Emergency Preparedness Planner
hmcDonald@jhcready.com

*29 East Main Street, Suite 1, Buckhannon, WV 26201
(304) 473-1009 Fax: (304) 473-1099
www.jhcready.com*



November 13, 2017

Ms. Bobbie Jo Mealey
Manager
Sutton Wal-Mart
369 Scotts Fork-Bonnie Road
Sutton WV 26601

To Ms. Mealey,

The Region VII Planning & Development Council is currently updating the hazard mitigation plan for this area. The plan identifies the types of natural hazards (e.g., floods, severe weather, etc.) that could cause damage in the region. You are receiving this email because you are an economic asset to a community in Region VII's coverage area. We would like to offer you an opportunity to participate in the planning process.

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Regards,

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Henry T. McDonald Jr.
Emergency Preparedness Planner
hmcdonald@jhcready.com



November 13, 2017

Mr. Justin Creighton
Vice President of Operations
Deepwell Energy Services
678 Old Weston Road
Buckhannon WV 26201

To Mr. Creighton,

The Region VII Planning & Development Council is currently updating the hazard mitigation plan for this area. The plan identifies the types of natural hazards (e.g., floods, severe weather, etc.) that could cause damage in the region. You are receiving this email because you are an economic asset to a community in Region VII's coverage area. We would like to offer you an opportunity to participate in the planning process.

To that end, what natural hazards (see list below) do you feel could impact your operation? How do you think they could impact your business?

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- Drought,
- Earthquakes,
- Extreme temperatures,
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- Severe storms (i.e. thunderstorms, severe wind, and tornadoes), and
- Winter storms.

Thank you for participating in this process. If you are a resident of Barbour, Braxton, Gilmer, Lewis, Randolph, Tucker, or Upshur County, we would also encourage you to participate as an individual citizen. Please visit - https://www.surveymonkey.com/r/Region7_Survey1 - to share your personal thoughts on risks in the Region VII area. When completed, the plan will be made available to the public and we encourage you to review it.

Thank you for your participation in this important project. We look forward to your comments.

Regards,

A handwritten signature in blue ink, appearing to read 'H. McDonald Jr.', is positioned above the typed name.

Henry T. McDonald Jr.
Emergency Preparedness Planner
hmcDonald@jhcready.com



November 13, 2017

Community Affairs Division
Go-Mart Inc.
915 Riverside Drive
Gassaway WV 26624

The Region VII Planning & Development Council is currently updating the hazard mitigation plan for this area. The plan identifies the types of natural hazards (e.g., floods, severe weather, etc.) that could cause damage in the region. You are receiving this email because you are an economic asset to a community in Region VII's coverage area. We would like to offer you an opportunity to participate in the planning process.

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Regards,

A handwritten signature in blue ink, appearing to read 'H. T. McDonald Jr.', is positioned above the typed name.

Henry T. McDonald Jr.
Emergency Preparedness Planner
hmcDonald@jhcready.com

29 East Main Street, Suite 1, Buckhannon, WV 26201
(304) 473-1009 Fax: (304) 473-1099
www.jhcready.com



November 13, 2017

Site Supervisor
Arch Coal
21550 Barbour County Highway
Philippi WV 26416

The Region VII Planning & Development Council is currently updating the hazard mitigation plan for this area. The plan identifies the types of natural hazards (e.g., floods, severe weather, etc.) that could cause damage in the region. You are receiving this email because you are an economic asset to a community in Region VII's coverage area. We would like to offer you an opportunity to participate in the planning process.

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A handwritten signature in blue ink, appearing to read 'H. McDonald Jr.', is positioned above the typed name.

Henry T. McDonald Jr.
Emergency Preparedness Planner
hmcDonald@jhcready.com



November 13, 2017

Administrator
Hometown Care LLC
606 Crim Avenue
Belington WV 26250

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Regards,

A handwritten signature in blue ink, appearing to read 'H. McDonald Jr.', is positioned above the typed name.

Henry T. McDonald Jr.
Emergency Preparedness Planner
hmcDonald@jhcpreparedness.com

Henry T McDonald

From: Henry T McDonald <hmcdonald@jhcreparedness.com>
Sent: Thursday, November 09, 2017 1:34 PM
To: hivelykr@ab.edu
Subject: Barbour County Hazard Mitigation Plan

To: Karla Hively
Executive Assistant
Office of the President
Alderson Broaddus University

The Region VII Planning & Development Council is currently updating the hazard mitigation plan for this area. The plan identifies the types of natural hazards (e.g., floods, severe weather, etc.) that could cause damage in the region. You are receiving this email because you are an economic asset to a community in Region VII's coverage area. We would like to offer you an opportunity to participate in the planning process.

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- Winter storms.

Part of what the hazard mitigation plan analyzes is the effect of hazards on the population. As such I would also like to request information regarding enrollment and housing for Alderson Broaddus as this can significantly alter the county's population. If available, I would like to request A&B's total enrollment, residential students, and out-of-state residents.

Thank you for participating in this process. If you are a resident of Barbour, Braxton, Gilmer, Lewis, Randolph, Tucker, or Upshur County, we would also encourage you to participate as an individual citizen. Please visit - https://www.surveymonkey.com/r/Region7_Survey1 - to share your personal thoughts on risks in the Region VII area. When completed, the plan will be made available to the public and we encourage you to review it.

Thank you for your participation in this important project. We look forward to your comments.

Regards,

Henry T McDonald Jr, AEM
Emergency Preparedness Planner
JH Consulting

29 East Main Street
Suite 1
Buckhannon WV 26201
Phone: 304-473-1009
Fax: 304-473-1099
www.jhcemergencypreparedness.com



For more information, visit www.iaem.com

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Henry T McDonald

From: Bruce Blankenship <blankenshipba@ab.edu>
Sent: Tuesday, November 14, 2017 2:27 PM
To: hmcDonald@jhcreparedness.com
Cc: Karla Hively; James Barry
Subject: Barbour County Hazard Mitigation Plan

Mr. McDonald:

I was forwarded the message below in which you asked the University to identify any measures we take to mitigate damage from several natural hazards. We do not have any special measures with regard to the following: drought, earthquakes, extreme temperatures, flooding (being at the top of the hill, not much of an issue for us), land subsidence.

We do have generators powered by natural gas for some of our critical systems to mitigate against power outages for severe and winter storms. Those systems that are backed up by generators include central IT services, emergency response center, and some research facilities to require consistent refrigeration. When we know storms are approaching that could result in a lengthy power outage, we order a couple of generators to operate our dining facility.

As far as our student population, here is a profile for a typical year:

Total # of students: 1100

Total # of students living on campus: 900

We require our undergraduate students (approximately 1000 of our 1100 total enrollment) to live on campus unless their home is within a 50 mile radius of the campus.

I hope this provides the information you need. Feel free to contact me if you need further clarification.

Thanks,
Bruce

----- Forwarded message -----

From: **Henry T McDonald** <hmcDonald@jhcreparedness.com>
Date: Thu, Nov 9, 2017 at 1:33 PM
Subject: Barbour County Hazard Mitigation Plan
To: hivelykr@ab.edu

To: Karla Hively

Executive Assistant

Office of the President

Alderson Broaddus University

The Region VII Planning & Development Council is currently updating the hazard mitigation plan for this area. The plan identifies the types of natural hazards (e.g., floods, severe weather, etc.) that could cause damage in the region. You are receiving this email because you are an economic asset to a community in Region VII's coverage area. We would like to offer you an opportunity to participate in the planning process.

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Part of what the hazard mitigation plan analyzes is the effect of hazards on the population. As such I would also like to request information regarding enrollment and housing for Alderson Broaddus as this can significantly alter the county's population. If available, I would like to request A&B's total enrollment, residential students, and out-of-state residents.

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Thank you for your participation in this important project. We look forward to your comments.

Regards,

Henry T McDonald Jr, AEM
Emergency Preparedness Planner

JH Consulting

29 East Main Street

Suite 1

Buckhannon WV 26201

Phone: [304-473-1009](tel:304-473-1009)

Fax: [304-473-1099](tel:304-473-1099)

www.jhcmemergencypreparedness.com



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--

Bruce A. Blankenship
VP for Administration
Alderson Broaddus University
101 College Hill Drive
Philippi, WV 26416
304-457-6302
304-841-2763 (cell)

Henry T McDonald

From: Henry T McDonald <hmcdonald@jhcreparedness.com>
Sent: Thursday, November 09, 2017 10:35 AM
To: Doug.Morris@wacowv.com
Subject: Gilmer County Hazard Mitigation Plan

To: Mr. Doug Morris
Vice President/Operations
Waco Oil & Gas Co., Inc.

Mr. Morris,

The Region VII Planning & Development Council is currently updating the hazard mitigation plan for this area. The plan identifies the types of natural hazards (e.g., floods, severe weather, etc.) that could cause damage in the region. You are receiving this email because you are an economic asset to a community in Region VII's coverage area. We would like to offer you an opportunity to participate in the planning process.

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Thank you for your participation in this important project. We look forward to your comments.

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Emergency Preparedness Planner
JH Consulting
29 East Main Street
Suite 1
Buckhannon WV 26201
Phone: 304-473-1009
Fax: 304-473-1099



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Henry T McDonald

From: Henry T McDonald <hmcdonald@jhcreparedness.com>
Sent: Monday, November 13, 2017 8:51 AM
To: jlappie@stonewallresort.com
Subject: Lewis County Hazard Mitigation Plan

To: John Lappie
Director of Property Operations & Technology
Stonewall Resort

The Region VII Planning & Development Council is currently updating the hazard mitigation plan for this area. The plan identifies the types of natural hazards (e.g., floods, severe weather, etc.) that could cause damage in the region. You are receiving this email because you are an economic asset to a community in Region VII's coverage area. We would like to offer you an opportunity to participate in the planning process.

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Henry T McDonald

From: Henry T McDonald <hmcdonald@jhcreparedness.com>
Sent: Thursday, November 09, 2017 10:38 AM
To: owagoner@good-sam.com
Subject: Barbour County Hazard Mitigation Plan

To: O. Dion Wagoner
Administrator
Good Samaritan Society – Barbour County

The Region VII Planning & Development Council is currently updating the hazard mitigation plan for this area. The plan identifies the types of natural hazards (e.g., floods, severe weather, etc.) that could cause damage in the region. You are receiving this email because you are an economic asset to a community in Region VII's coverage area. We would like to offer you an opportunity to participate in the planning process.

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Henry T McDonald

From: Henry T McDonald <hmcdonald@jhcreparedness.com>
Sent: Thursday, November 09, 2017 11:33 AM
To: julie.brenneman@genesishcc.com
Subject: Gilmer County Hazard Mitigation Plan

To: Julie Brenneman
Administrator
Glennville Center

The Region VII Planning & Development Council is currently updating the hazard mitigation plan for this area. The plan identifies the types of natural hazards (e.g., floods, severe weather, etc.) that could cause damage in the region. You are receiving this email because you are an economic asset to a community in Region VII's coverage area. We would like to offer you an opportunity to participate in the planning process.

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Henry T McDonald

From: Henry T McDonald <hmcdonald@jhcreparedness.com>
Sent: Thursday, November 09, 2017 10:46 AM
To: wes.smith@fwplastics.com
Subject: Gilmer County Hazard Mitigation Plan

To: Mr. Wes Smith
Plant Manager
Flying W Plastics, Inc.

The Region VII Planning & Development Council is currently updating the hazard mitigation plan for this area. The plan identifies the types of natural hazards (e.g., floods, severe weather, etc.) that could cause damage in the region. You are receiving this email because you are an economic asset to a community in Region VII's coverage area. We would like to offer you an opportunity to participate in the planning process.

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JH Consulting
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Henry T McDonald

From: Cooper, Brian K <Brian.K.Cooper@wv.gov>
Sent: Thursday, October 05, 2017 12:58 PM
To: hmcDonald@jhcpreparedness.com
Subject: FW: Hazard Mitigation Plan
Attachments: District 7 Slide list- 2016-2017.xlsx

Henry,

Please find attached the compiled list of slide repairs. I hope this helps. Let me know if we can be of any further assistance.

Thanks,
Brian

Brian K. Cooper

District Engineer
WVDOH District 7
Ph. 304-269-8901
Cell 304-642-0406
Brian.K.Cooper@wv.gov

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From: Freeman, Gary R
Sent: Thursday, October 05, 2017 12:33 PM
To: Cooper, Brian K <Brian.K.Cooper@wv.gov>
Subject: RE: Hazard Mitigation Plan

Brian,

Here is a list of Pile wall and soil nail projects over the past couple years in District 7.

Please let me know if you have any questions or if additional information is needed.

Thank You,
Gary

From: Cooper, Brian K
Sent: Tuesday, September 26, 2017 8:09 AM

To: Freeman, Gary R <Gary.R.Freeman@wv.gov>

Subject: FW: Hazard Mitigation Plan

I talked to Mr. McDonald and answered some of his questions. If we have information readily available, he would like to know how many slides we have repaired over the last year or two and the associated costs of the repairs.

From: Henry T McDonald [<mailto:hmcDonald@jhcreparedness.com>]

Sent: Tuesday, September 19, 2017 11:48 AM

To: Cooper, Brian K <Brian.K.Cooper@wv.gov>

Subject: Hazard Mitigation Plan

Mr. Cooper,

I am a consultant hired by the Region 7 Planning and Development Commission to write the hazard mitigation plan. Barbour, Braxton, Gilmer, Lewis and Upshur are all part of PDC region 7. Part of the plan includes profiling hazards such as landslides. I was hoping your office may have records of any landslides in these counties that you agency responded to and any related costs. Any assistance you can provide would be greatly appreciated.


Regards,

Henry T McDonald Jr, AEM
Emergency Preparedness Planner
JH Consulting
29 East Main Street
Suite 1
Buckhannon WV 26201
Phone: 304-473-1009
Fax: 304-473-1099
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Henry T McDonald

From: Henry T McDonald <hmcdonald@jhcreparedness.com>
Sent: Thursday, November 09, 2017 1:24 PM
To: chris.wood@dewv.edu
Subject: Randolph County Hazard Mitigation Plan

To: Chris Wood
President
Davis & Elkins College

The Region VII Planning & Development Council is currently updating the hazard mitigation plan for this area. The plan identifies the types of natural hazards (e.g., floods, severe weather, etc.) that could cause damage in the region. You are receiving this email because you are an economic asset to a community in Region VII's coverage area. We would like to offer you an opportunity to participate in the planning process.

To that end, what natural hazards (see list below) do you feel could impact your operation? How do you think they could impact your business?

This plan also identifies ways to reduce risks to those hazards. Does your business currently implement measures to shield you from damage stemming from the hazards below? In what ways?

The following natural hazards are included in the plan:

- Drought,
- Earthquakes,
- Extreme temperatures,
- Flooding,
- Land subsidence,
- Severe storms (i.e. thunderstorms, severe wind, and tornadoes), and
- Winter storms.

Part of what the hazard mitigation plan analyzes is the effect of hazards on the population. As such I would also like to request information regarding enrollment and housing for Davis & Elkins as this can significantly alter the county's population. If available, I would like to request D&E's total enrollment, residential students, and out-of-state residents.

Thank you for participating in this process. If you are a resident of Barbour, Braxton, Gilmer, Lewis, Randolph, Tucker, or Upshur County, we would also encourage you to participate as an individual citizen. Please visit - https://www.surveymonkey.com/r/Region7_Survey1 - to share your personal thoughts on risks in the Region VII area. When completed, the plan will be made available to the public and we encourage you to review it.

Thank you for your participation in this important project. We look forward to your comments.

Regards,

Henry T McDonald Jr, AEM
Emergency Preparedness Planner
JH Consulting
29 East Main Street
Suite 1

Buckhannon WV 26201

Phone: 304-473-1009

Fax: 304-473-1099

www.jhcemergencypreparedness.com



For more information, visit www.iaem.com

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Henry T McDonald

From: Henry T McDonald <hmcdonald@jhcreparedness.com>
Sent: Thursday, November 09, 2017 11:15 AM
To: bclevenger@cortlandacres.org
Subject: Tucker County Hazard Mitigation Plan

To: Beth Clevenger
Administrator
Cortland Acres

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Henry T McDonald

From: Henry T McDonald <hmcdonald@jhcreparedness.com>
Sent: Thursday, November 09, 2017 10:55 AM
To: chaneym@canaanresort.com
Subject: Tucker County Hazard Mitigation Plan

To: Michael Chaney
Operations Director
Canaan Valley Resort

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Huntington District

U.S. Army Corps of Engineers
502 Eighth Street
Huntington, WV 25701-2070
Email the Public Affairs Office

Contact Form

Recipient:

Locks and Dams 

Your Name:

Henry McDonald

Your Email Address:

hmcdonald@jhcpreparedness.com

Subject:

Little Laurel Run Dam (Barbour County)

Message:

I am a consultant currently working with the WV Region VII Planning and Development Council on the multi-jurisdictional hazard mitigation plan. One of the hazards being profiled is Dams. On the National Inventory of Dams there is a Little Laurel Run Dam (NIDID: WV00106) listed. I am trying to confirm if this is a dam that is already in place or a dam that is going to be built in the near future. When completed the plan will be made available for review and comment on the Region VII PDC website and encourage you to review it.

Thank you for your attention to this matter.

Contact Me: A response is requested.