

# Town of Webster

## Hazard Mitigation Committee 2018



### Work Session 2

Tuesday, January 16, 2018 | 10:00 AM - 12:00 PM  
Webster Town Office | 945 Battle Street, Webster

### Hazard Mitigation Plan Update WS2 AGENDA

- 10:00 **1** **Introductions, Complete Attendance Sheet AND Sign Meeting Match Timesheet**
- Sign both **Attendance** and **Meeting Match Timesheet** at every Meeting and Work Session
  - Begin NEW Individual Timesheet for haz mit "office" assignments, Jan 1 – Mar 31 (quarterly)
- 10:05 **2** **Finish Problem Statements of Critical & Community Facilities Vulnerability Assessment (CCFVA) [From M2]**
- Using the CCFVA tables, review & update the following:
    - ◊ Write 1-3 Problem Statements for each table.
- 10:20 **3** **Review and Update Goals and Objectives [from M2]**
- Revise the **Goals and Objectives** to eliminate preparedness/response/recovery and align with mitigation
- 10:40 **4** **Begin Review & Update of Existing Mitigation Measures for each Department/Board Capability Assessment**
- Review 2012 Existing Mitigation Measures -> these are now the Town's **Capability Assessment**
  - Each Department/Stakeholder to identify their existing outreach activities, plans, policies, procedures, protocols, guidelines, training, staffing, financial programs, etc ⇒ round table
  - Update the Date, Name of Capability, # of Staff or Resources
  - Identify Progress Since Last Plan (2012) and Future Improvements for all Capabilities
  - Add other **Capabilities** that should be in the Tables. Every blank cell must be completed!
  - **Department Assignment - finish Word File in 2 weeks ⇒ email Word file to SA by Fri 01-26**
- 11:45 **5** **Review & Revise Map 3 Critical and Community Facilities**
- Revise Map 3 Critical and Community Facilities: **needs to have the Excel CCFVA sites marked on the Map**
  - **Office assignment- Revise Map 3 at Leslie's office, complete by 01-26 ⇒ give Map to SA at M3 on 01-30**
- 11:55 **6** **Next Steps**
- **HMC OFFICE ASSIGNMENTS: Capability Assessment Word, Map 3, last Photos, new Timesheets**
  - **Capability Assessment** must be completed before we can hold **Meeting 3 on 01-30**.

Next Meeting: Meeting 3 on Tues 01-30 @ 6:30 PM

Contact Stephanie Alexander (SA): email [salexander@cnhrpc.org](mailto:salexander@cnhrpc.org) & phone/message 226.6020



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