

Town of Boscawen, NH

Hazard Mitigation Committee 2018



Work Session 2

Monday, December 18, 2017 ♦ 3:00 - 5:00 PM

Boscawen Municipal Facility | 116 North Main Street, Boscawen

Hazard Mitigation Plan Update WS2 AGENDA

- 3:00 **1** **Introductions, Complete Attendance Sheet AND Sign Meeting Match Timesheet**
- Sign both **Attendance** and **Meeting Match Timesheet** at every Meeting and Work Session
- HMC Task ⇒ EMAIL your Individual Timesheets for "Office" tasks outside of Meetings to SA by 12-31**
- 3:10 **2** **Complete Update of Critical & Community Facilities Vulnerability Assessment (CCFVA)**
- BEGIN AT VULNERABLE POPULATIONS TABLE. Finish review & update:
Office Task – Update the Excel Spreadsheet ⇒ email completed Excel file to SA by 12-31
- 4:30 **3** **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 Task - Finish Word File independently ⇒ email updated Word file to SA by Wed 01-03**
- 4:45 **4** **Review Revised Map 3 Critical and Community Facilities**
- Display Map 3 Critical and Community Facilities: **mark the Excel CCFVA sites on the Map**
- ALL HMC members- Revise Map 3 at Kellee's office ⇒ give Map 3 to SA at M3 in January**
- 4:50 **5** **Identify Meeting Dates for Remaining Hazard Mitigation Committee Meetings and Work Sessions**
- Update Meeting Schedule 12-18
- 4:55 **6** **Next Steps**
- Next Meeting: TBD Work Session 2.2 or Meeting 3 on ____?**
- HMC OFFICE TASKS: CCFVA Excel, Capability Assessment Word, Map 3, Photos, Timesheets**
- Critical & Community Facilities Vulnerability Assessment AND Capability Assessment must be completed before we can hold Meeting 3 in January.**

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



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EMERGENCY MANAGEMENT
www.nh.gov/safety/divisions/hsem



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