



**Agenda**  
**City of Portland Natural Hazard Mitigation Plan Update**  
**1<sup>st</sup> Steering Committee Meeting**  
Tuesday, July 28, 2015  
4:00 to 6:00 PM  
Wyeast Conference Room, L1  
Portland School District Admin. Building  
501 N Dixon St, Portland, OR 97227  
Call in Number: 1-866-692-5721 code: 564 2302



## **Objectives**

- Introduce the planning team and Steering Committee members
- Introduce project goals, timeline and relevant laws
- Develop Steering Committee ground rules
- Review hazards of concern and goals
- Identify hazards of concern
- Perform a public involvement capability brainstorming session
- Introduce next steps and review action items

4:00pm – 4:30pm	<b>Welcome and introductions</b> <ul style="list-style-type: none"><li>• Round-table introductions</li><li>• Review agenda</li><li>• Public comment</li></ul>	Danielle Butsick <i>PBEM</i>
4:30pm – 4:35pm	<b>Why are we here? A brief overview</b> <ul style="list-style-type: none"><li>• The Disaster Mitigation Act</li><li>• The Community Rating System</li><li>• City of Portland mitigation planning</li></ul>	Kristen Gelino <i>Tetra Tech</i>
4:35pm – 4:55pm	<b>The Steering Committee's role</b> <ul style="list-style-type: none"><li>• Steering Committee meeting targets (<i>Handout #1</i>)</li><li>• The plan update timeline (<i>Handout #2</i>)</li><li>• Charge statement, ground rules and expectations (<i>Handout #3</i>)</li><li>• Meeting times and dates</li></ul>	Kristen Gelino <i>Tetra Tech</i>
4:55pm – 5:10pm	<b>2010 Portland NHMP and Oregon State 2015 HMP</b> <ul style="list-style-type: none"><li>• Overview of plan review process</li><li>• Hazards of concern (<i>Handout #4</i>)</li><li>• Goals and objectives (<i>Handout #5</i>)</li></ul>	Kristen Gelino <i>Tetra Tech</i>
5:10pm – 5:25pm	<b>Risk assessment update</b> <ul style="list-style-type: none"><li>• Identify hazards of concern</li><li>• Data dictionary update (<i>Handout #6</i>)</li></ul>	Kristen Gelino <i>Tetra Tech</i>
5:25pm – 5:50pm	<b>Public involvement strategy</b> <ul style="list-style-type: none"><li>• Overview</li><li>• Capability discussion</li></ul>	All
5:50pm – 5:55pm	<b>Next steps</b>	Kristen Gelino <i>Tetra Tech</i>
5:55pm – 6:00pm	<b>Action item review</b>	Carol Baumann <i>Tetra Tech</i>
6:00pm	<b>Adjourn</b>	





# Handout #1: Steering Committee Meeting Target Agenda Items

*Note: These are merely targets and are subject to change as we move through the planning process*

## **JULY 2015 (SC #1)**

- Review and confirm charge statement
- Develop ground rules
- 2010 Plan and State Plan review discussion
- Risk Assessment Update
  - Identify hazards of concern
  - Data dictionary update (gap analysis)
- Public involvement capability discussion

## **AUGUST 2015 (TRAINING)**

- Office of Equity and Human Rights training (August 10<sup>th</sup> from 4 to 7 pm, location TBD)

## **AUGUST 2015 (SC #2)**

- Confirm ground rules
- Discuss guiding principle
- 2010 Plan and State Plan review discussion
  - Review summary of comments/recommended changes
- Risk Assessment Update
  - Confirm hazards of concern
  - Data dictionary update (gap analysis)
  - Mapping of hazards of concern
  - Discuss critical facility definition
- Draft table of contents discussion
- Develop public involvement strategy

## **SEPTEMBER 2015 (SC #3)**

- Natural hazard focused equity training with Dr. Himanshu Grover

## **OCTOBER 2015 (SC #4)**

- Discuss and confirm guiding principle and goals and discuss objectives
- Risk assessment update
- Confirm critical facility definition
- Discuss phase 1 public involvement strategy
- Prior action plan review (progress reporting)

## **NOVEMBER 2015 (SC #5)**

- Discuss and confirm objectives
- Part 1 document review (75 percent draft)
- Risk assessment update
- Introduce risk ranking
- Discuss phase 1 public involvement strategy
- Review finalized progress report
- Draft CEI Facility Report review and discussion

## **DECEMBER 2015 (LIKELY NO SC MEETING)**

## **JANUARY 2016 (SC #6)**

- Confirm risk ranking
- Introduce plan maintenance
- Discuss phase 1 public involvement strategy
  - Results of questionnaire to date (if applicable)
- Final CEI Facility Report review
- Part 2 document review (75 percent draft session 1)
- SWOO (session 1)

## **FEBRUARY 2016 (SC #7)**

- Discuss phase 1 public involvement strategy
  - Results of questionnaire to date (if applicable)
- Part 2 document review (75 percent draft session 2 – if needed)
- SWOO (session 2 –if needed)
- Review of goals and objectives
- Discuss mitigation catalog and action plan
- Discuss plan maintenance

## **MARCH 2016 (SC #8)**

- Review of goals and objectives
- Discuss mitigation catalog and action plan
  - URM Building Mitigation Strategy Development
  - Prior action plan review
  - New actions
- Confirm plan maintenance
- Discuss phase 2 public involvement strategy
- Review of volume 2 (75 percent neighborhood annexes, if applicable)

## **APRIL 2016 (SC #9)**

- Review 90 percent action plan(s)
- Review of volume 2 (neighborhood annexes, if applicable)
- Discuss phase 2 public involvement strategy
- Discuss plan review and adoption
- Review of draft summary document

## **MAY 2016 (SC #10)**

- Approval of public review draft and summary document
- Discuss phase 2 public involvement strategy
- Discuss plan review and adoption

## **JUNE 2016 (SC #11)**

- Review of public comments
- Approval of agency review draft

## **JULY 2016 (NO SC MEETING)**

- Submission to State
- Agency plan review

## **AUGUST 2016 (NO SC MEETING)**

- Agency plan review

## **SEPTEMBER 2016 (NO SC MEETING)**

- Agency plan review

## **OCTOBER 2016 (NO SC MEETING)**

- Plan Approved Pending Adoption

## **NOVEMBER 2016 (NO SC MEETING)**

- Plan adopted and approved



# Handout #2: Project Timeline

CITY OF PORTLAND NATURAL HAZARD MITIGATION PLAN 2016 UPDATE																		
Proposed Project Timeline (rev 6/21/2015)																		
Phase/Task	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV
<b>PHASE 1: Stakeholder Engagement and Current Plan Review</b>	[Blue bar spanning from June to October]																	
<i>Task 1A-Planning Team Coordination</i>	[Black bar spanning from June to November]																	
<i>Task 1B- Stakeholder Identification and Kick-off Meeting</i>	[Black bar spanning from June to July]																	
<i>Task 1C- Steering Committee Facilitation and Support</i>	[Black bar spanning from July to May]																	
<i>Task 1D- Equity Training</i>	[Black bars spanning from August to September]																	
<i>Task 1E- Plan Review</i>	[Black bar spanning from June to November]																	
<i>Task 1F- Planning Coordination</i>	[Black bar spanning from June to November]																	
<i>Task 1G- Recommend/Initiate Changes</i>	[Black bars spanning from August to September and December to May]																	
<b>Phase 2: Identify Hazards and Update Risk Assessment</b>	[Blue bar spanning from June to September]																	
<i>Task 2A- Data Acquisition and Update of Critical Facilities and Hazus General Building Stock</i>	[Black bar spanning from June to November]																	
<i>Task 2B-Mapping of Hazards of Concern</i>	[Black bar spanning from July to August]																	
<i>Task 2C- Hazus-MH Analysis</i>	[Black bar spanning from July to February]																	
<i>Task 2D- Update Risk Assessment for Non-Hazus Hazards</i>	[Black bar spanning from August to February]																	
<i>Task 2E-Data Handoff and Training (date for training to be determined)</i>	[Black bar spanning from June to September]																	
<b>Phase 3 – Critical Infrastructure Hub Study</b>	[Blue bar spanning from June to July]																	
<i>Task 3A- CEI Stakeholder Engagement</i>	[Black bar spanning from June to January]																	
<i>Task 3B- CEI Data Analysis</i>	[Black bar spanning from July to November]																	
<i>Task 3C-Prepare CEI Facility Report</i>	[Black bar spanning from September to December]																	

## CITY OF PORTLAND NATURAL HAZARD MITIGATION PLAN 2016 UPDATE Proposed Project Timeline (rev 6/21/2015)

Phase/Task	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	
<i>Task 3D- Present Final CEI Report to City Council (approximate)</i>							■	■											
<b>Phase 4 - Develop/Implement Public Involvement Strategy</b>		■	■	■	■	■	■	■	■	■	■	■	■	■					
<i>Task 4A- Develop Public Involvement Strategy</i>		■	■							■	■								
<i>Task 4B- Deploy Part 1 Public Involvement Strategy</i>				■	■	■	■	■	■	■	■								
<i>Task 4C- Deploy Part 2 Public Involvement Strategy</i>											■	■	■	■					
<b>Phase 5- URM Building Workgroup Facilitation</b>								■	■	■									
<i>Task 5- URM Building Mitigation Strategy Development</i>								■	■	■									
<b>Phase 6- Update Goals, Objectives and Actions</b>			■	■	■	■	■	■	■	■									
<i>Task 6A- Guiding Principle, Goals, Objectives and Actions</i>			■	■	■	■	■	■	■	■									
<i>Task 6B- Mitigation Catalog</i>								■	■	■	■								
<i>Task 6C- Prior Action Plan Review</i>				■	■	■	■			■	■								
<b>Phase 7: Develop Plan for Monitoring, Evaluating and Updating the Plan</b>								■	■	■	■								
<i>Task 7- Plan Maintenance</i>								■	■	■	■								
<b>Phase 8: Assemble the Updated Plan</b>							■	■	■	■	■	■	■	■	■	■			
<i>Task 8A- Author the Updated Plan Text</i>							■	■	■	■	■	■	■	■	■	■			
<i>Task 8B- Preparation of a Summary Document</i>										■	■	■	■	■					
<i>Task 8C- Technical Edit/Format</i>												■	■	■					
<i>Task 8D: C-BCA Training (note: specific date for half day event to be determined)</i>												■	■	■	■	■			
<b>Phase 9 - Complete Plan Review and Adoption</b>								■	■	■	■	■	■	■	■	■	■	■	■

## CITY OF PORTLAND NATURAL HAZARD MITIGATION PLAN 2016 UPDATE Proposed Project Timeline (rev 6/21/2015)

Phase/Task	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	
<i>Task 9A- Complete Plan Review Crosswalks</i>													█						
<i>Task 9B- Pre-Adoption Review Submittal</i>														★	█	█	█	█	
<i>Task 9C- Plan Adoption Support</i>																		█	
<b>Phase 10- Project Management</b>		█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█
<i>Task 10A: Billing and Invoicing</i>		█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█
<i>Task 10B: Progress Reporting</i>		█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█

★ Target submission to state = July 1st





# Handout #3: Ground Rules

## PURPOSE OF THE STEERING COMMITTEE

The role of the Steering Committee is to guide the planning process for the City of Portland Natural Hazard Mitigation Plan (NHMP) update, and to foster an equitable approach to building Portland's resilience to natural hazards. The Steering Committee will provide guidance and leadership, oversee the planning process, and act as a point of contact for local governments, neighborhoods, and community groups interested in this planning effort, working to ensure that all Portlanders have equal access to projects that reduce their risk from natural hazards. Members of the Steering Committee represent a cross-section of views and interests across Portland. Through this inclusion of diverse interests, the Steering Committee hopes to enhance the robustness of the planning effort and to build support for hazard mitigation activities across stakeholder groups. A successful planning effort will result in the adoption and approval of a NHMP that sets the stage for equitably reducing the adverse impacts of natural hazards within the City through activities and strategies embraced by both elected officials and the people of Portland.

## CHARGE STATEMENT

**Option 1:** During the course of the City of Portland Natural Hazards Mitigation Plan (NHMP) update, the Steering Committee will provide guidance and leadership, oversee the planning process, and foster communication with project stakeholders to strive for equal access to projects and information related to the reduction in risk from natural hazards for all Portlanders.

**Option 2:** The Steering Committee for the City of Portland Natural Hazards Mitigation Plan (NHMP) update will guide the planning process and foster an equitable approach to building Portland's resilience to natural hazards.

**Option 3:** During the course of the City of Portland Natural Hazards Mitigation Plan (NHMP) update, the Steering Committee will guide the planning process and promote equity in hazard mitigation to develop a NHMP that promotes a decrease in loss of life, property damage, and long-term impacts to the economy from natural hazard events.

## CHAIRPERSON AND VICE CHAIRPERSON

**Person A** has been selected as the chairperson and **Person B** has been selected as the vice chairperson of the Steering Committee. The role of the chairperson is to:

- lead meetings so that agendas are followed and meetings adjourn on-time;
- allow all members to be heard during discussions;
- moderate discussions between members with differing points of view; and
- be a sounding board for staff in the preparation of agendas and on how to best involve the full Committee in work plan tasks.

The role of the vice chairperson is to assume the duties of the chair when the chairperson is not able to attend a meeting or forum.

## QUORUM

A quorum for the Steering Committee will be # members. When less than # members are present at a meeting, items listed on the agenda may still be reviewed and discussed; however, any committee action as to those items will be postponed until a quorum is present.

## ALTERNATES

Committee members were selected for the Steering Committee based on their specific backgrounds and perspectives on matters related to hazard mitigation. Regular attendance by members is needed to understand the issues presented, identify and reflect on various stakeholder perspectives, and reach agreements on plan recommendations. However, there may be circumstances when regular members cannot attend. To address these circumstances, alternates may be designated for each Steering Committee member. An alternate attending on behalf of a Steering Committee member shall have the same rights and responsibilities as the Steering Committee member during that meeting. Alternates will be included on all Steering Committee emails and should remain apprised of the business of the Steering Committee.

## DECISION-MAKING

The Steering Committee will strive for consensus in its decision-making process. If consensus cannot be reached as to a particular item or issue, the Steering Committee's decision will be determined by a majority vote of the Committee members in attendance at the meeting, and the meeting summary will reflect the number of votes in favor, opposed, and in abstention.

## RECOMMENDATIONS

The Committee's recommendations will be recorded in the meeting summaries and reflected in the NHMP, as appropriate. The Committee may also be asked to assist in public outreach efforts and public presentations of the NHMP and its recommendations.

## STAFFING

The Planning Team for this project includes appropriate personnel from the City of Portland Department of Emergency Management, along with contract consultant assistance provided by Tetra Tech, Inc. The Planning Team will schedule meetings, distribute agendas, prepare information/presentations for Committee meetings, write meeting summaries, and generally seek to facilitate the Committee's activities.

A City designated Public Information Officer (PIO), Person C (XXX) XXX-XXXX, will be the designated spokesperson for this planning effort.

## MEETING DATES

Meetings generally will be conducted on the X<sup>th</sup> \_\_\_ day of each month from 10:30 AM to 12:30 PM at the City of Portland City Hall. Meetings will be open to the public and will be advertised as such.

## ATTENDANCE

Participation of all Committee members in meetings is important and members should make every effort to attend each meeting. If Committee members will not be able to attend a meeting, they should provide as much advance notice as reasonably possible to the Planning Team before the meeting is conducted. If neither a Steering Committee member nor his or her alternate attends # consecutive meetings, the Steering

Committee chairperson will reach out to the member to determine if participation will still be possible. The Steering Committee will strive to maintain the Steering Committee membership at # members with a representative makeup similar to the initial committee makeup.

## **PUBLIC INVOLVEMENT**

All Steering Committee meetings will be open to the public.

Members of the public wishing to address the Steering Committee at a meeting may do so based on the following protocol:

- While the agenda is reviewed at the beginning of each Steering Committee meeting, the chairperson will ask if anyone wishes to be heard. Normally, anyone wishing to speak will be given three minutes and Steering Committee members may then ask questions. This allotted time cannot be aggregated or passed on to another individual.
- When many people are expected to testify, sign-up lists will be provided.
- The time allocation for public comment at each meeting will be determined by the chairperson or a vote by the Steering Committee membership.
- Written materials may also be submitted to the Steering Committee for distribution to members either prior to or at the meeting. Written material for distribution to members may also be submitted by those unable to attend in person.
- Those wishing to make video or PowerPoint presentations should check with the Planning Team prior to the meeting ([Kristen.gelino@tetrattech.com](mailto:Kristen.gelino@tetrattech.com)).
- All comments must have relevance to the NHMP and the planning area. Relevance will be determined by the chairperson.

A member of the public may request clarification from the Steering Committee by raising his or her hand during the normal course of the meeting; however, permission to speak will be granted at the discretion of the chairperson.

The meeting agendas for all Steering Committee meetings will be posted on the NHMP website a minimum of 72 hours prior to all scheduled meetings (<https://www.portlandoregon.gov/pbem/67578>).

## **COURTESY**

Committee members should treat each other with respect, listen to each other, work cooperatively, and allow all members to voice their opinions.

**STEERING COMMITTEE MEMBERSHIP**

<b>Agency</b>	<b>Primary Member</b>	<b>Alternate</b>
<b>Bureau of Environmental Services (BES)</b>	Maggie Skenderian	Katie Carone
<b>Bureau of Planning and Sustainability (BPS)</b>	Kevin Martin	
<b>Bureau of Planning and Sustainability (BPS)</b>	Sallie Edmunds	Roberta Jortner
<b>Office of Equity and Human Rights (OEHR)</b>	Danielle Brooks	
<b>Parks &amp; Recreation</b>	Vicente Harrison	
<b>Fire and Rescue (PF&amp;R)</b>	Leo Krick	Laurent Picard
<b>Bureau of Technology Services</b>	Paul Cone	
<b>OHSU Institute on Development and Disability/Oregon Office of Disability and Health</b>	Justin Ross	Jessica London
<b>Portland Audubon Society</b>	Bob Sallinger	Micah Meskel
<b>Oregon Food Bank</b>	Dean Alby	
<b>Rosewood Initiative</b>	Tony Lamb	
<b>Philipino American Community</b>	Simeon Mamaril	
<b>Intel</b>	Jeff Soulages	
<b>Department of Homeland Security</b>	Glen Collins	
<b>NET/ARES/LEPC</b>	John Steup	
<b>Downtown NET/NWN</b>	Darlene Urban Garrett	
<b>PAALF Groundwork Portland</b>	Solamon Ibe	
<b>Brummell Enterprises, SMILE Member, Sellwood/Moreland</b>	Karen Tam	Bob Burkholder
<b>Portland Water Bureau</b>	Mary Ellen Collentine	Mike Saling
<b>Simpson Strong-Tie</b>	Shalini Prochazka, S.E.	David Gilroy
<b>Bureau of Development Services</b>	Kathy Roth	Mark Fetters
<b>East Portland Action Plan</b>	Jeremy O'Leary	
<b>Immigrant and Refugee Community Organization IRCO</b>	Ronault (Polo) LS Catalani	
<b>Coalition of Communities of Color</b>	Maggie Tallmadge	

<b>Hayden Island Neighborhood Network (HINoon)</b>	Jeff Geisler	
<b>Linnton Neighborhood Association</b>	Rob Lee	Darise Weller
<b>St. Johns Neighborhood Association</b>	Jennifer Levy	Emilie Saks-Webb
<b>Portland Public Schools</b>	Molly Emmons	
<b>Portland Voz</b>	Ranfis Giannettino Villatoro	
<b>Bureau of Emergency Management</b>	Jonna Papaefthimiou	
<b>Office of Neighborhood Involvement (ONI)</b>	Nickole Cheron	
<b>Oregon School Boards Association</b>	Siobhan Burke	
<b>OHSU Emergency Management</b>	Sherrie Forsloff	Mike Nurre

DRAFT



# Handout #4: Prior Hazards of Concern

## HAZARDS OF CONCERN

The 2010 City of Portland Natural Hazard Mitigation Plan (NHMP) identified and profiled 8 hazards of concern. The 2015 Oregon State NHMA profiles 11 hazard of concern; 8 of these hazards are identified as impacting Region 2: Northern Willamette Valley/Portland Metro.

Hazard	2010 City of Portland NHMP	2015 Oregon State HMP
<b>Drought</b>	Not covered	Page 443 of State plan
<b>Earthquake</b>	Page 32 of Portland plan	Page 447 of State Plan
<b>Erosion</b>	Page 60 of State plan	Not covered
<b>Flood</b>	Page 40 of Portland plan	Page 458 of State plan
<b>Invasive Plant Species</b>	Page 72 of Portland plan	Not covered
<b>Landslide</b>	Page 50 of Portland plan	Page 465 of State plan
<b>Severe Weather</b>	Including climate change, snow storms, freezing rain, and ice storms; high winds; and thunderstorms and tornados  Page 32 of Portland plan	Windstorm and winter storm covered as standalone hazards
<b>Volcanic Activity</b>	Page 78 of Portland plan	Page 471 of State plan
<b>Wildfire/Wildland Urban Interface Fire</b>	Page 66 of Portland plan	Page 476 of State plan
<b>Windstorm</b>	Covered under severe weather	Page 481 of State plan
<b>Winter storm</b>	Covered under severe weather	Page 485 of State plan

## CLIMATE CHANGE

### City of Portland 2010 NHMP

The 2010 City of Portland NHMP contains references to climate change impacts, most specifically under its Severe Weather Hazard Profile. The Climate Change Research Institute advised the Planning Team on climate change impacts for flooding, landslides, and severe weather. Climate change impacts are also referenced in the earthquake, wildfire, and other hazard profiles, where considered appropriate.

### State of Oregon 2015 NHMP

The 2015 State of Oregon draft HMP includes an introduction to climate change (Section 2.2.1.2), where it evaluates past and future/predicted climate in the state, how climate change impacts hazard mitigation projects, and a summary of climate change impacts on state hazards. The draft NHMP also contains relevant climate change impacts in each hazard profile. Additionally, the regional risk assessment summary for each region provides information on how climate change models predict hazards in the region will be impacted, based on statewide data.

The State of Oregon specifically treats climate change separately from other hazards in its NHMP because the most localized scale of best climate change data is the Pacific Northwest region. Since the Pacific Northwest region is relatively homogenous in its climate, projections for the Pacific Northwest are relevant for planning in Oregon. The State HMP update was supported by the Oregon Climate Change Research Institute and the Oregon Climate Service.

### **City of Portland Climate Action Plan**

The 2015 Climate Action Plan provides an update to the City's actions to mitigate climate change impacts in the City of Portland and the County of Multnomah. Since 1990, the City has reduced carbon emissions by 14 percent, despite a population increase of 30 percent and job growth of 20 percent. The Climate Action Plan provides an introduction to climate change, emphasizes the importance of a whole community approach, and focuses on several major areas for change. These include buildings and energy; urban form and transportation; consumption and solid waste; food and agriculture; urban forest, natural systems, and carbon sequestration; and climate change preparation. The Plan culminates with a series of actions designed to be completed by 2020 and an implementation schedule.

### **HAZARD REFERENCES**

- City of Portland Natural Hazard Mitigation Plan, 2010: <https://www.portlandoregon.gov/pbem/article/329458>
- State of Oregon Natural Hazards Mitigation Plan, 2015 (draft): <http://www.oregon.gov/LCD/HAZ/pages/nhmp.aspx>
  - Reference Chapter 2 (Risk Assessment), 2.3.2 – Region 2: Northern Willamette Valley/Portland Metro, for information specific to the region of the state including the City of Portland.
- City of Portland Climate Action Plan, 2015: <http://www.portlandoregon.gov/bps/66993>



# Handout #5: Goals and Objectives

## CITY OF PORTLAND 2010 MITIGATION GOALS

**Vision:** The 2010 City of Portland NHMP was the same as the 2004 NHMP vision to strive to create a “Disaster Resilient City:”

By creating a legacy of mitigation activities, City and community leaders’ proactive implementation of long term, cost effective mitigation measures has protected its population, its properties, its natural and built environment and its investments. The forethought of Portland’s leaders has preserved the City through decades of hazard events. (Portland 2004)

**Mission:** The mission of the 2010 Natural Hazards Mitigation Plan was:

To reduce risk, prevent loss of property and commerce and promote expedient recovery, while safeguarding people and the environment from natural disaster events through a coordinated and collaborative community partnership.

The City of Portland identified 7 goals in its 2010 Hazard Mitigation Plan (NHMP) to help focus long-term efforts in reducing risk and vulnerabilities to identified hazards. These include the following:

- Update the Risk Assessment and Vulnerability Analysis every five years
- Implement actions to prepare, protect, preserve, and restore life, property, and natural systems
- Promote public outreach to a variety of City populations
- Improve City of Portland’s economic resilience through inclusion of the private sector into mitigation action implementation
- Commit to continuously reducing the City’s natural hazards vulnerability
- Maximize mitigation effectiveness by taking a comprehensive approach to natural resource management via city plans, codes, and programs that increase mitigation efforts
- Coordinate mitigation activities with regional communities and agencies

## STATE OF OREGON 2015 MITIGATION MISSION AND GOALS

**Mission:** Create a disaster-resilient State of Oregon.

**Vision:** Natural hazard events result in no loss of life, minimal property damage, and limited long-term impacts to the economy.

**Goals:** The State of Oregon identified 11 goals in its draft 2015 HMP.

- Protect life and reduce injuries resulting from natural hazards
- Minimize public and private property damages and the disruption of essential infrastructure and services from natural hazards
- Increase the resilience of local, regional, and statewide economies
- Minimize the impact of natural hazards while protecting, restoring, and sustaining environmental processes
- Enhance and maintain state capability to implement a comprehensive statewide hazard loss reduction strategy
- Document and evaluate Oregon’s progress in achieving hazard mitigation



- Motivate the public, private sector, and government agencies to mitigate against the effects of natural hazards through information and education
- Eliminate development within the mapped hazardous areas where the risks to people and property cannot be mitigated
- Minimize damage to historic and cultural resources
- Increase communication, collaboration, and coordination among agencies at all levels of government and the private sector to mitigate natural hazards
- Integrate local Natural Hazard Mitigation Plans (NHMPs) with comprehensive plans and implementing measures.

Additionally, in accordance with several of its goals, the State has developed mitigation actions to strengthen local and state integration of plans, goals and actions. These include:

- Analyze the similarities and differences between state and local vulnerability assessments.
- Schedule three opportunities over the life of this [State] plan for state/local dialogue on vulnerability assessments to improve consistency and mutual understanding.
- Collaborate with local governments to develop a database of non-State-owned critical/essential facilities and their property values.

## REFERENCES

- City of Portland Natural Hazard Mitigation Plan, 2010:  
<https://www.portlandoregon.gov/pbem/article/329458>
- State of Oregon Natural Hazards Mitigation Plan, 2015 (draft):  
<http://www.oregon.gov/LCD/HAZ/pages/nhmp.aspx>



# Handout #6: Risk Assessment Data Dictionary for Spatial Analysis

LAST UPDATED: JULY 16, 2015

Data Need	Description and Source
<b>Base Map Data</b>	<ul style="list-style-type: none"> <li>• City boundary, neighborhood boundary, roads, and water features provided by BTS.</li> <li>• Orthoimagery provided by BTS as a web service.</li> </ul>
<b>General Building Stock Update</b>	<ul style="list-style-type: none"> <li>• Parcels, address points, and building footprints data provided by BTS.</li> <li>• Acquisition of tax assessor data in progress. Some tax assessor attributes are included in building footprints data.</li> </ul>
<b>Critical Facility Database Update</b>	<ul style="list-style-type: none"> <li>• Fire stations, hospitals, schools, military facilities, nuclear facilities, airports, bridges, tunnels, and transit centers data provided by BTS.</li> <li>• Dams data downloaded from State of Oregon websites – GEO and WRD.</li> <li>• PBEM is compiling a list of EOCs.</li> <li>• Follow up needed with BTS on police stations, hazardous materials sites, and wastewater facilities data.</li> <li>• Follow up needed with BTS on signing agreement with PWB for water facilities data.</li> <li>• Follow up needed with TriMet on bus and light rail facilities data.</li> <li>• BTS is checking with Oregon DEQ on natural gas and oil facilities data.</li> <li>• Need sources for communications and electric power facilities data.</li> </ul> <p><i>Note: this will be updated after the steering committee discusses and confirms the critical facility definition with any additional facilities.</i></p>
<b>Flood</b>	<ul style="list-style-type: none"> <li>• Effective DFIRM data downloaded from FEMA’s website.</li> <li>• Follow up needed with Multnomah County Drainage District on levee data.</li> <li>• BPS will provide 2014 digital elevation model (DEM) data.</li> </ul>
<b>Earthquake</b>	<ul style="list-style-type: none"> <li>• Shakemaps for Cascadia M9.0, Cascadia (north) M8.3, Portland Hills Fault M6.0, and Portland Hills M6.5 downloaded from USGS website.</li> <li>• Follow up needed with DOGAMI on NEHRP soils and liquefaction data.</li> </ul>
<b>Landslide</b>	<ul style="list-style-type: none"> <li>• Follow up needed with DOGAMI on contents of Statewide Landslide Information Database for Oregon (SLIDO) data.</li> </ul>

Data Need	Description and Source
<b>Wildfire</b>	<ul style="list-style-type: none"> <li>• BTS is looking into quality of the City's wildlands fire data.</li> <li>• Communities at Risk 2005 data downloaded from Oregon GEO website.</li> </ul>
<b>Volcano</b>	<ul style="list-style-type: none"> <li>• Mt Hood Volcanic Hazards data downloaded from USGS Cascades Volcano Observatory website.</li> </ul>
<b>Erosion</b>	<ul style="list-style-type: none"> <li>• Follow up needed with DOGAMI on any erosion data.</li> </ul>
<b>Invasive Plant Species</b>	<ul style="list-style-type: none"> <li>• Parks vegetation surveys data provided by BTS.</li> </ul>
<b>Dam Inundation</b>	<ul style="list-style-type: none"> <li>• PBEM checking with Water Bureau if this is a hazard of concern for the City.</li> </ul>
<b>Demographic and Equity Data</b>	<ul style="list-style-type: none"> <li>• Follow up needed with BPS on Census data.</li> </ul>
<b>Current and Future Land Use</b>	<ul style="list-style-type: none"> <li>• BPS will provide current/future land use data.</li> </ul>
<b>Miscellaneous</b>	<ul style="list-style-type: none"> <li>• None at this time.</li> </ul>



# MEETING SUMMARY

**Date of Meeting:** July 28, 2015

**Subject:** Steering Committee Meeting No. 1

**Project Name:** City of Portland 2016 Natural Hazard Mitigation Plan Update

**In Attendance:** **Steering Committee:** Anne O'Neill, Danielle Brooks, Dean Alby, Glen Collins, Jeremy O'Leary, Jessica London, John Steup, Karen Tam, Kathy Roth, Jonna Papaefthimiou, Laurent Picard, Maggie Skendarian, Mary Ellen Collentine, Micah Meskel, Molly Emmons, Paul Cone, Rob Lee, Ronault LS Catalani, Shalini Prochazka, Solamon Ibe, Galina Burley, Jeff Geisler, Jennifer Levy, Roberta Jortner

**\*Phone**

**Planning Team:** Danielle Butsick, Rob Flaner, Carol Baumann, Himanshu Grover and Kristen Gelino

**Non-voting Attendees and Members of the Public:** Allison Boyd, Angela Carkner, Casey Milne, Darise Weller, Dean Stearman, Don Pettit, Genevieve Ellis, J. Grab, Jeffrey Rook, Jennifer Belknap Williamson, Judith Gray, Mark Feters, Shannon Marheine, Sherrie Forsloff, Siobhan Burke, Tameka Taylor, Tom Milne, Uei Lei

**Steering Committee Members (or alternate)** Jeff Soulages, Kevin Martin, Maggie Tallmadge, Monica Cox, Ranfis Giannettino Villatoro, Simeon Mamaril, Spenser Mangold, Todd Struble, Tony Lamb

**Not Present:**

**Summary Prepared by:** Kristen Gelino and Carol Baumann – 7/31/2015

**Project No.:** 103S3954

**Quorum – Yes or No** N/A – organizing meeting

Item	Action
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**Welcome and Introductions**

- Danielle Butsick, City of Portland staff member charged with supporting the planning effort, opened the meeting and provided a few introductory remarks regarding facility logistics and the development of the 2016 Natural Hazard Mitigation Plan Update (NHMP). Ms. Butsick then facilitated round-table group introductions for all persons present.
- Ms. Butsick reviewed the meeting agenda and no modifications were made.
- Handouts provided included: Agenda, Target Steering Committee Meeting Agendas (HO#1), Target Project Timeline (HO#2), Draft Steering Committee Ground Rules (HO#3), Prior Hazards of Concern (HO#4), Goals and Objectives (HO#5), Risk Assessment Update (HO#6).



Item	Action
<ul style="list-style-type: none"><li>- Note: Because this meeting was focused on organizing the steering committee and developing ground rules including public comment protocol, no time for public comment was allotted. Many members of the public and/or coordinating agencies in attendance at the meeting asked questions and provided input throughout the meeting.</li><li>- Ms. Butsick introduced Kristen Gelino, the lead project planner for the contractor support for this project, and indicated that she would be facilitating the remaining items on the agenda.</li></ul>	

**Why are we here? A brief overview**

Ms. Gelino thanked those in attendance for their interest in the update to the Natural Hazard Mitigation Plan (NHMP) and indicated that the planning team was pleased to have such a large turnout. She indicated that today’s meeting would be largely devoted to introductions and organizing the steering committee.

Ms. Gelino provided a brief overview of the reasons for the plan update. She indicated that she was not going to provide as much detail as at the kick-off meeting, where many of the attendees had been present. Ms. Gelino indicated that a frequently asked questions document about hazard mitigation and the plan update was available in hard copy from Ms. Butsick and also posted on the City’s hazard mitigation website (note: the presentation from the kick-off meeting is also available online). She indicated that attendees should feel free to ask questions or for additional clarification as needed.

Ms. Gelino provided a brief introduction to the term mitigation. She indicated that this term can often be confusing because it has different meanings in different disciplines. For example, mitigation in climate change discussions most commonly refers to the reduction of greenhouse gas emissions. Ms. Gelino read the standard hazard mitigation definition, which is what will generally be used during the course of this planning process: hazard mitigation is defined as any sustained action taken to permanently eliminate or reduce long-term risks to human life and property from natural hazards.

Ms. Gelino indicated that there were many different drivers for the development of hazard mitigation plans, such as increasing a community’s resilience, but there are two specific sets of regulatory requirements to which this planning process will need to adhere. Ms. Gelino indicated that the first of these requirements is the Disaster Mitigation Act of 2000 (DMA). She informed the committee that the DMA established planning requirements for federal pre- and post-disaster funding opportunities. One such funding opportunity was secured by the City to pay for the current plan update process.



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Ms. Gelino indicated that the second regulatory driver is the Community Rating System (CRS). Ms. Gelino explained that CRS is a program associated with the National Flood Insurance Program (NFIP) that rewards communities that go above and beyond the minimum NFIP requirements in their floodplain management planning activities. Communities participating in the CRS pass on a flood insurance premium discount to resident flood insurance policy-holders in the community. Maggie Skenderian, Portland's CRS coordinator, indicated that Portland currently has a class 5 CRS rating, which translates to a 25 percent flood insurance premium reduction for residents in special flood hazard areas. Ms. Gelino indicated that CRS requirements tend to be rather prescriptive, but it was the planning team's goal to be able to mesh CRS requirements with the steering committee's guidance.

Ms. Gelino informed the committee that this was not the first time that Portland has developed a NHMP. This is the City's third iteration. The first plan was developed in 2004 and updated in 2010. This planning process will serve as an update to the 2010 plan. Ms. Gelino indicated that DMA requires that local plans be updated every five years. This gives a community an opportunity to reflect on what went well during implementation over the last five years and where there is room for improvement. It also allows for the incorporation of new data and information into the risk assessment and for the goals and objectives to be revisited to determine if they are still relevant. Ms. Gelino indicated that there would be some substantial enhancements during this plan update including an enhanced public involvement strategy, the use of an equity driven planning framework, increased attention to the earthquake hazard, and a more data driven, robust risk assessment.

A steering committee member asked why the City had an increased focus on public involvement since the previous versions of the plan did not involve the public. Ms. Gelino clarified that it is a DMA requirement that the public be involved in plan development to some extent. She indicated that there is a lot of flexibility in what this means, but that the prior two plans did have a public involvement component. That being said, Ms. Gelino indicated that there were several reasons for the enhanced involvement including the fact that mitigation projects often focus on personal preparedness and/or mitigation of private property, so public feedback and buy-in is extremely important. She also indicated that the focus on equity requires a large degree of public participation to make sure many perspectives are considered in the planning process. Ms. Butsick further clarified that although it had not played as prominent of a role in past efforts, the City was working toward fulfilling the mandates of Title VI of the Civil Rights Act, which prohibits discrimination in the use of public funds.



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**The Steering Committee's Role**

Ms. Gelino introduced the steering committee ground rules handout. She indicated that the information provided in the handout was example language that should be modified to meet the needs of the steering committee. Ms. Gelino noted that they would be skipping around in the discussion of the document, but would start by reviewing the purpose of the steering committee so that all committee members have an understanding of their role in the process before the establishment of the ground rules. After the review of the steering committee purpose, the steering committee reviewed, discussed and suggested changes to each section. The comments and suggested changes are summarized below and will be reflected as appropriate in the revised version of the steering committee ground rules:

- Revise the decision-making section to include language that establishes a protocol for a tie-breaker and include language allowing for dissenting opinions to be added to meeting summary. There was some discussion regarding majority rule and the potential for it being used as an unequitable decision making protocol for under-represented groups, however, it was noted that the committee ground rules established that the committee was striving for consensus.
- Modify the charge statement to include language regarding disseminating information and the plan to the public.
- Define stakeholder and include in the ground rules early on. It was also suggested that a definition should be included in other materials related to this process.
- Adjust the steering committee charge statement so that it is in bullet form.
- Edit the charge statement so that it includes impacts to the triple bottom line.
- Volunteers for chairperson and vice chairperson should contact Ms. Butsick or Ms. Gelino. The planning team will follow up with volunteers and request that they provide a statement of interest to be reviewed by the steering committee at the next meeting.
- Establish quorum at one half of the committee membership plus or minus one, depending on the final number of committee members. (Note: In order to encourage diverse representation on the steering committee while maintaining the committee at a manageable size, any additional members to the steering committee will be brought to the committee for confirmation).
- A survey to establish meeting dates, times and locations will be distributed after the meeting by the planning team.
- Modify the attendance section to indicate that attendance is inclusive of a primary representative and his or her alternate. Additionally, attendance requirements will be modified to indicate the chairperson will follow up after 2 consecutive or 3 cumulative missed meetings.

The planning team will revise the steering committee ground rules based on the comments and suggested changes discussed during the meeting.

The steering committee will review the changes to the ground rules and provide feedback before the August steering committee meeting.

Steering committee members interested in volunteering for chairperson and vice chairperson should contact Ms. Butsick or Ms. Gelino.

The planning team will distribute a survey regarding meeting dates, times and locations.

Steering committee members should send contact information for designated alternates to Ms. Butsick and/or Ms. Gelino.



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- Steering committee members should send contact information for designated alternates to Ms. Butsick and/or Ms. Gelino. It was clarified that a primary member may have more than one designated alternate.
- Remove “normally” from the first bullet of the public involvement section. Add language that the time allotted will be at the discretion of the chairperson.
- Change “should” to “will” or “shall” in the courtesy section.

The planning team will develop recommendations based on the suggestions for committee organization and protocol.

Additional suggestions for committee organization included the following:

- Hold some steering committee meetings on the east side of the City. Ms. Butsick and Ms. Gelino indicated that rotating the meeting locations was an option, although that approach sometimes causes difficulties by creating some confusion over meeting locations.
- Committee members and the planning team should strive to speak in plain language and to avoid acronyms. A list of acronyms might be a good option. Additionally, it may be useful to have some sort of indicator that someone has not understood something in the discussion and requests clarification (such as a construction paper dot).
- A person will be designated to track the order of persons indicating they wish to speak. This will be revisited if the steering committee feels that this method is not meeting the needs of the group.
- The room setup be changed to be U-shaped.
- Several colored pieces of paper be provided to indicate general level of agreement and/or need for clarification.
- Committee members set name tents on their sides if they wish to speak.
- A formal process be established if a large number of questions/interest from the general public are anticipated. The planning team indicated that if a topic arose that generated that much public discussion and interest, it is likely that a special meeting of the committee would be needed to hear such concerns.

Throughout the course of the discussion on ground rules, several comments and questions arose including the following:

- A steering committee member asked when the 2010 Portland NHMP was due to expire. Ms. Butsick indicated that the current plan would expire in February of 2016 and that the current planning process would take them beyond the expiration deadline. Ms. Gelino indicated that local governments must have an approved plan in order to receive funding, not in order to apply for funding so the steering committee should not worry about this technicality.
- There was a request for the planning team to include a greater diversity of representatives on the steering committee and to do additional outreach to traditionally underrepresented groups. Ms. Gelino and Ms.





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Butsick indicated that not everyone who had been invited to attend had been able to commit to the steering committee.

- Concerns were also expressed about developing a public outreach plan to cover the diverse groups within the City of Portland. The planning team indicated that the public outreach strategy would be developed by the steering committee and was a topic of discussion later in the agenda and would be addressed at subsequent meetings. Related to these concerns, steering committee members suggested the planning team address translation needs as well as document dissemination needs for the vision impaired (e.g. html).
- A comment was made that this planning process will likely be more of a revision than an update to the plan. The planning team agreed that substantial revisions would be the most likely outcome.
- It was clarified that the planning team would provide handouts for each steering committee meeting.

The planning team will distribute information to assist with framing the topics that were not discussed in detail before the next steering committee meeting.

**2010 Portland NHMP and Oregon State 2015 HMP**

Due to time constraints, this item was only briefly addressed. Ms. Gelino referred the steering committee to the goals and objectives and prior hazards of concern handouts and indicated that information would be sent out before the next meeting to frame the discussion.

**Risk Assessment Update**

Due to time constraints this item was not addressed. Ms. Gelino referred the steering committee to the risk assessment handout and indicated that this would be discussed in more detail throughout the process.

**Public Involvement Strategy**

Due to time constraints this item was not discussed.

**Next Steps**

Next steps were briefly reviewed by Ms. Butsick and Ms. Gelino including, making the revisions to the steering committee ground rules and following up on other suggestions from steering committee members. Ms. Gelino reminded the committee that information would be sent out by the planning team before the next meeting to assist in scheduling the next meeting as well as framing the next meeting topics.

**Action Items for Next Meeting**

The action items identified during the meeting were reviewed. The meeting was adjourned at 6:00 PM. The next SC meeting is:



Item	Action
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**August 19, 2015 at 4:00 PM**  
**Wyeast Conference Room, Level L1**  
**501 N Dixon St.**  
**Portland, OR 97227**  
**Call in number: 1-866-692-5721 code: 564 7193**