

## Brownsville Public Utilities Board – 2022 Hazard Mitigation Plan Update Planning Team Meeting #1 | August 12, 2021

<b>Purpose of Meeting:</b> Planning Team Meeting #1			
<b>Location of Meeting:</b> Microsoft Teams			
<b>Date/Time of Meeting:</b> August 12, 2021 – 2:00 pm to 3:00 pm			
<b>Attendees:</b>	<b>BPUB</b> Conrad Taylor, Grants Coordinator Lina Alvarez Jose Armando Garza Hazel Becerra, GIS	<b>City of Brownsville</b> Doroteo Garcia, Jr., Engineering and Public Works Tina Garza, GIS Eryka Duberney	<b>Tetra Tech</b> Heather Apgar Kate Long Megan Brotherton
<b>Agenda Summary:</b>	Introduce Planning Team to the HMP update process, discuss mitigation planning, project organization, roles and responsibilities, data collection, hazards of concern, and schedule of plan.		
Item No.	Description	Action By:	
1.	<b>Welcome and Introductions</b> <ul style="list-style-type: none"> <li>Tetra Tech started the meeting by introducing themselves and asking everyone to document their attendance in the meeting chat.</li> </ul>	N/A	
2.	<b>Benefits of Hazard Mitigation and Overview</b> <ul style="list-style-type: none"> <li>Hazard mitigation is part of the emergency management cycle – it's any sustained action(s) taken to reduce or eliminate long-term risk to life and property from hazards.</li> <li>This is the required 5-year update to the 2015 HMP; participating and adopting the HMP allows you to remain eligible for FEMA pre- and post-disaster mitigation funding.</li> <li>2022 Update enhancements – annex approach and will work with BPUB and the City to develop their own chapter of the HMP update.</li> </ul>	N/A	
3.	<b>Project Organization and Overview</b> <ul style="list-style-type: none"> <li>The planning team is made up of representatives from both BPUB and the City. They will be responsible for providing guidance and leadership throughout the planning process. <ul style="list-style-type: none"> <li>Responsibilities also include attending meetings, providing Tetra Tech with information, and reviewing draft sections of the plan.</li> </ul> </li> <li>Stakeholders will be invited to attend meetings, complete surveys, etc. They will help us learn about more specific topics about the planning area and identify potential mitigation actions.</li> <li>Presented the schedule of the planning process with an approval date of June 2022 (depending on schedule and TDEM/FEMA review).</li> <li>Since the plan is expired, if BPUB or the City want to submit FEMA HMA grant applications for this year, they will need to prepare a letter of extraordinary circumstances and let TDEM know.</li> </ul>	Tt to send the list of stakeholders to the Planning Team for their review and comment	
4.	<b>Public and Stakeholder Outreach</b> <ul style="list-style-type: none"> <li>Public outreach is a key element in the HMP process and one of the requirements of the planning process.</li> <li>Tetra Tech will be sending social media text and graphics to the Planning Team to post on their websites and social media accounts. A project-specific website is being set up as well.</li> </ul>	Tt will send social media text and graphics to the Planning Team	

5.	<b>Hazards of Concern Identification</b> <ul style="list-style-type: none"> <li>The list of hazards from the last plan was presented to the Planning Team and then the list of suggested hazards for the 2022 update. Tetra Tech will develop a survey to collect input from the Planning Team to finalize the list of hazards of concern.</li> </ul>	Tt to send hazard of concern survey; Planning Team to complete survey by 9/8/21
6.	<b>Critical Facilities and Lifelines</b> <ul style="list-style-type: none"> <li>Tetra Tech asked the Planning Team what types of facilities should we include as critical facilities. Once the critical facility list is put together, the Planning Team will be asked to review and add facilities as needed.</li> </ul>	Planning Team to review critical facility lists after Tt sends out.
7.	<b>Goals and Objectives</b> <ul style="list-style-type: none"> <li>The Planning Team will need to review the goals and objectives from the 2015 HMP and update as needed. Tetra Tech will send out a survey to collect input and finalize the goals and objectives for the 2022 update.</li> </ul>	Tt to send goals and objectives survey; Planning Team to complete survey by 9/8/21
8.	<b>Schedule</b> <ul style="list-style-type: none"> <li>Organize resources August 2021</li> <li>Annex training mid-September 2021</li> <li>Risk assessment September-November 2021</li> <li>Mitigation strategy – January 2022</li> <li>Maintenance strategy – February 2022</li> <li>Public draft April 2022</li> <li>TDEM – May 2022</li> <li>FEMA – June 2022</li> <li>Adoption – July 2022</li> </ul>	N/A
9.	<b>Questions/Wrap Up</b>	N/A