

Section VIII. Plan Maintenance Procedures

1. Maintenance System

It is essential to the success of the Allegany County Hazard Mitigation Plan that each jurisdiction implements the projects and actions they have identified through the analysis process. Allegany county and the forty-four jurisdictions/public organizations have established a process that will streamline evaluating, monitoring, and updating the Hazard Mitigation Plan.

A. Monitoring and Evaluation of System

Plan Review Participants

Biyearly each jurisdiction will provide a planning member to collect the previous two years Hazard Mitigation Plan information. Planning members will meet directly with the project supervisors, or through phone calls, and/or being provided with comprehensive files on each project that has been completed and the status of those projects that have not been completed. This information will be collected and summarized through a biyearly report and forwarded to the Hazard Mitigation Planning Committee. Biyearly reports will provide the individual participants with a way to review their progress and a means of identifying setbacks that may not have been apparent early in the planning process; without over-burdening each jurisdiction with an annual review. Public support of the process will be addressed by keeping the public informed, through our website and announcements in local meeting areas, about the progress and success of the Mitigation projects.

Biyearly is defined as happening every two years.

Evaluation Methodology

The County Hazard Mitigation Coordinator will set-up a meeting of planning members biyearly to review the progress of the Hazard Mitigation Plan. Each planning member will be responsible for having their biyearly report of projects completed before the actual meeting. The group will meet in the first quarter of that year in the hopes of avoiding the summer season when many participants would not be as likely to be actively involved in the process. This meeting will help to determine whether the planning process and the identified actions/projects have been effective in reducing the impact of hazards on these communities. Through the evaluation process it will be determined whether changes should be instituted and where the Hazard Mitigation Plan may not be meeting the needs of each participant.

Review and Re-evaluation of Risk and Hazards

In the initial hazard identification (see Section III: Hazard Analysis), each participant provided input into the likely hazards that occur in their jurisdictions through historical data and personal experience. During the biyearly meeting each planning member will have the opportunity to review the continued validity of each hazard rating and the re-evaluation of hazards previously tabled. The experience of the last two years will be taken into account during this review and re-evaluation process.

Evaluation of Relevance of Goals and Objectives

During the evaluation process of goals and objectives, the planning group will be initially evaluating whether the goals and objectives identified in the Hazard Mitigation Plan are still relevant to their community. Are the goals and objectives still able to address current and expected conditions? If the risks and hazards have changed, than a thorough review of the goals and objectives will be necessary to address these changes.

Evaluation of Effectiveness of Projects and Actions

Performance based indicators will be used to evaluate the effectiveness of the Hazard Mitigation Plan projects and actions.

- Has the project been completed?
- If not complete but started, what percent of the project has been completed?
- How much money has been expended on incomplete projects?
- Did the project require additional funds over the expected amount or were the costs less than expected?
- How has the project furthered the Hazard Mitigation Plan's goals/objectives?

Documentation of Progress

A copy of each participant's biyearly review will be on file in the Hazard Mitigation Planners office and will be used for the five year update. Documentation of the biyearly meetings will include notes on the results of the meeting as well as more specific information on the reasoning behind changes to the Mitigation Plan.

B. Plan Update

Plan Maintenance

The Allegany County Hazard Mitigation Plan will be updated every five years according to the FEMA requirement. This updated plan will incorporate the biyearly changes to the Plan. The Hazard Mitigation Committee will meet in

February, 2009 to begin the process of updating the Hazard Mitigation Plan. After completion of revisions, the updated Hazard Mitigation Plan will be made available to the public through a public presentation, website, and announcements in the local papers and meeting places. The public will be encouraged to comment on the Plan and these comments will be incorporated into the Plan. The completed Hazard Mitigation Plan will be sent to each participant, Hazard Mitigation Committee member, and the New York State Hazard Mitigation Officer.