



5 PLAN MAINTENANCE PROCESS

This chapter provides an overview of the overall strategy for plan maintenance and outlines the method and schedule for monitoring, updating, and evaluating the plan. This chapter also discusses incorporating the plan into existing planning mechanisms and how to address continued public involvement.

5.1 Monitoring, Evaluating, and Updating the Plan

44 CFR Requirement 201.6(c)(4): The plan maintenance process shall include a section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.

5.1.1 Hazard Mitigation Planning Committee

With adoption of this plan, the Wyandotte County Hazard Mitigation Planning Committee (HMPC) will be tasked with monitoring, evaluating, and maintaining the plan. The Wyandotte County Emergency Management Department will coordinate an annual meeting to review/update the plan. Coordination of the annual meeting will include establishing the time and place and notifying other HMPC members. The annual review/update of the Mitigation Plan will be coordinated to occur in conjunction with the Countywide Emergency Operations Plan. The participating jurisdictions and agencies, led by Wyandotte County Emergency Management, agree to:

- Meet annually to monitor and evaluate the implementation of the plan;
- Act as a forum for hazard mitigation issues;
- Disseminate hazard mitigation ideas and activities to all participants;
- Pursue the implementation of high priority, low- or no-cost recommended actions;
- Maintain vigilant monitoring of multi-objective, cost-share, and other funding opportunities to help the community implement the plan's recommended actions for which no current funding exists;
- Monitor and assist in implementation and update of this plan;
- Keep the concept of mitigation in the forefront of community decision making by identifying plan recommendations when other community goals, plans, and activities overlap, influence, or directly affect increased community vulnerability to disasters;
- Report on plan progress and recommended changes to the governing bodies of participating jurisdictions; and
- Inform and solicit input from the public.

The primary duty of the HMPC in relation to this plan is to see it successfully carried out and to report to the community governing boards and the public on the status of plan implementation

and mitigation opportunities. Other duties include reviewing and promoting mitigation proposals, hearing stakeholder concerns about hazard mitigation, passing concerns on to appropriate entities, and posting relevant information on the County website.

5.1.2 Plan Maintenance Schedule

The HMPC will meet to discuss the mitigation plan at least once annually to monitor progress and update the mitigation strategy. The Wyandotte County Emergency Manager is responsible for initiating the plan reviews. In conjunction with the other participating jurisdictions and additional jurisdictions that may choose to participate in the future, a five-year written update of the plan will be submitted to the Kansas Division of Emergency Management and FEMA Region VII per Requirement §201.6(c)(4)(i) of the Disaster Mitigation Act of 2000 and adopted by participating jurisdictions within a five-year period from the final approval of this plan unless disaster or other circumstances (e.g., changing regulations) require a change to this schedule.

5.1.3 Plan Maintenance Process

Evaluation of progress can be achieved by monitoring changes in vulnerabilities identified in the plan. Changes in vulnerability can be identified by noting:

- Decreased vulnerability as a result of implementing recommended actions,
- Increased vulnerability as a result of failed or ineffective mitigation actions, and/or
- Increased vulnerability as a result of new development (and/or annexation).

Updates to this plan will:

- Consider changes in vulnerability due to action implementation,
- Document success stories where mitigation efforts have proven effective,
- Document areas where mitigation actions were not effective,
- Document any new hazards that may arise or were previously overlooked,
- Incorporate new data or studies on hazards and risks,
- Incorporate new capabilities or changes in capabilities,
- Incorporate growth and development-related changes to inventories, and
- Incorporate new action recommendations or changes in action prioritization.

In order to best evaluate any changes in vulnerability as a result of plan implementation, the participating jurisdictions will undergo the following process:

- A representative from the responsible office identified in each mitigation action will be responsible for tracking and reporting to the jurisdictional lead annually on action status. The representative will also provide input on whether the action as implemented meets the defined objectives and is likely to be successful in reducing vulnerabilities.

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- If the action does not meet identified objectives, the jurisdictional lead will determine what additional measures may be implemented, and an assigned individual will be responsible for defining action scope, implementing the action, monitoring success of the action, and making any required modifications to the plan.

Changes will be made to the plan to accommodate actions that have failed or are not considered feasible after a review of their adherence to established criteria, time frame, community priorities, and/or funding resources. Actions that were not ranked high but were identified as potential mitigation activities will be reviewed during the monitoring and update of this plan to determine feasibility of future implementation. Updating of the plan will be enacted through written changes and submissions, as Wyandotte County Emergency Management and participating jurisdictions deem appropriate and necessary, and as approved by the governing boards of the participating jurisdictions.

5.2 Incorporation into Existing Planning Mechanisms

44 CFR Requirement §201.6(c)(4)(ii):[The plan shall include a] process by which local governments incorporate the requirements of the mitigation plan into other planning mechanisms such as comprehensive or capital improvement plans, when appropriate.

Where possible, plan participants will use existing plans and/or programs to implement hazard mitigation actions. Based on the capability assessments of the participating jurisdictions, communities in Wyandotte County will continue to plan and implement programs to reduce loss of life and property from hazards. This plan builds upon the momentum developed through previous related planning efforts and mitigation programs, and recommends implementing actions, where possible, through the following means:

- Wyandotte County Emergency Operations Plan
- Wyandotte County Economic Development Plan
- General or master plans of participating jurisdictions
- Ordinances of participating jurisdictions
- Capital improvement plans and budgets
- Other community plans within the County either in existence or developed in the future such as water conservation plans, stormwater management plans, and parks and recreation plans, and wildfire protection plans.

The governing bodies of the jurisdictions adopting this plan will encourage all other relevant planning mechanisms under their authority to consult this plan to ensure minimization of risk to natural hazards as well as coordination of activities.

The risk assessment in this plan will provide information for the hazard analysis in the next update of the Wyandotte County Emergency Operations Plan. In the future, Wyandotte County Emergency Management will attempt to coordinate the annual review and update of both the

multi-hazard mitigation plan and the emergency operations plan to promote the integration of the two plans.

HMPC members involved in updating these existing planning mechanisms will be responsible for integrating the findings and actions of the mitigation plan, as appropriate. The HMPC is also responsible for monitoring this integration and incorporating the appropriate information into the five-year update of the multi-hazard mitigation plan.

5.3 Continued Public Involvement

44 CFR Requirement §201.6(c)(4)(iii): [The plan maintenance process shall include a] discussion on how the community will continue public participation in the plan maintenance process.

The update process provides an opportunity to publicize success stories from the plan's implementation and seek additional public comment. Information will be posted in the *Wyandotte County Echo* and on the County website following the annual review of the mitigation plan. The public will be provided an opportunity to receive information on the plan maintenance updates during the update period. When the HMPC reconvenes for the update, it will coordinate with all stakeholders participating in the planning process, including those who joined the planning committee after the initial effort, to update and revise the plan. Public notice will be posted and public participation will be invited, at a minimum, through available website postings and press releases to local media outlets.