

SECTION 9 – PLAN MAINTENANCE (*DRAFT*)

This section discusses how the Plan – and, specifically, the mitigation strategies and actions listed in Section 8 – will be implemented by participating localities and how the Plan will be monitored, evaluated and enhanced over time. This section also discusses how the public will continue to be involved in the hazard mitigation planning process. Information in this section was updated, as necessary, to incorporate lessons learned and new information obtained during the Plan update.

Implementation

Each jurisdiction participating in this Plan is responsible for implementing specific mitigation actions as prescribed in Section 8. Each action has been assigned to a specific person or local government office that is responsible for implementing that action. As can be seen in Section 8, localities refined their respective mitigation actions to account more accurately for staffing and financial resources. The development of the original Plan was a new process for the localities in this region, so many localities developed more of a “wish list” of things they wanted to do. The mitigation actions in this Plan update are a more accurate reflection of each locality’s capabilities and priorities.

Because each jurisdiction has specific mitigation actions that will be implemented, they have adopted their locally specific Mitigation Strategy section of the Plan separately. Consequently, the individual jurisdictions may update that specific section of the Plan without meeting with the remainder of the Project Management Team. This was done in the **Town of Dillwyn**, which added a mitigation strategy just as the Plan update process was getting started (and is included in the updated Plan). Additionally, with separate adoption, each jurisdiction is not held responsible for the action(s) of the other jurisdictions involved in the planning process.

For this Plan update, Section 8 only includes a status for each mitigation action. The Appendixes contain detailed information for each action. For each identified action, a funding source has also been listed that may be used when the jurisdiction begins work on implementation of the action. Also, an implementation time period (or a specific implementation date), has been assigned to each action to serve as incentive for seeing the action through to completion and as a gauge to determine if actions are being implemented in a timely fashion.

It will be the responsibility of each participating jurisdiction to determine additional implementation procedures beyond this Plan. This includes integrating the Plan into other planning documents, processes or mechanisms such as comprehensive or capital improvement plans, where appropriate. For instance, the following localities have either incorporated the Hazard Mitigation Plan into their respective Comprehensive Plans or referenced the need to address natural hazards in their plans:

- Buckingham County
- Cumberland County
- Lunenburg County/Towns of Kenbridge and Victoria (joint Comprehensive Plan)
- Town of Farmville

For further integration into existing planning documents, it is recommended that each participating locality create a process by which the requirements of this Hazard Mitigation Plan will be incorporated into other local plans. As mentioned above, some localities have already incorporated the Hazard Mitigation Plan into their respective

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Comprehensive Plans. Some localities may also want to incorporate this Hazard Mitigation Plan into their Capital Improvements Plan, Emergency Response/Management Plan, or other document. In that case, the local planner or emergency management coordinator should provide a copy of the Hazard Mitigation Plan to members of the body responsible for working on that plan. The local planner or emergency management coordinator should recommend to those persons making revisions to the afore-noted plans that the goals and strategies of the new or revised planning documents should remain consistent with the goals and strategies of the Hazard Mitigation Plan.

Evaluation and Enhancement

Periodic revisions and updates of the Plan are required to ensure that the goals and objectives of the Plan are kept current, taking into account potential changes in hazards vulnerability and mitigation priorities. More importantly, revisions may be necessary to ensure that the Plan is in full compliance with federal regulations and state statutes. This portion of the Plan outlines the procedures for completing such revisions and updates.

Five-Year Plan Review

As per federal regulations, the Plan will be reviewed every five (5) years to determine whether there have been any significant changes in the region that might affect the Plan. Increased development, increased exposure to certain hazards, the development of new mitigation capabilities or techniques, and changes to federal or state legislation are examples of changes that may affect the condition of the Plan. This review also gives community officials an opportunity to evaluate those actions that have been successful and to explore the possibility of documenting those losses avoided.

The original Plan was completed in December 2005. The first update was completed during the Summer of 2011, and was coordinated by the Commonwealth Regional Council (CRC) with the help of Project Management Team. Going forward, the Plan will be reviewed every five years and revised/updated as needed. Each locality is encouraged to make yearly reviews and minor changes without approval from the CRC (see Local Plan Amendment Process below).

Plan Monitoring/Reporting

The staff of the CRC will be responsible for the continued coordination of the monitoring of this plan. The designated staff from each participating locality will make yearly updates to CRC staff on the progress of the implementation of their mitigation actions, and CRC staff will submit annual reports to the Virginia Department of Emergency Management. For the sake of time, and given the work loads of local government staffs, the CRC will contact each participating locality directly – counties and towns.

If any participating counties or town wishes to not participate in future updates of the Plan, they must notify the CRC in writing.

The results of the five-year review should be summarized in a report prepared for the CRC Board. The report will include an evaluation of the effectiveness and appropriateness of the Plan, and will recommend, as appropriate, any required changes or amendments to the Plan. The report will also include an evaluation of implementation progress for each of the proposed mitigation actions, identifying reasons for delays or obstacles to their completion along with recommended strategies to overcome them.

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Disaster Declarations

Following a disaster declaration, the Plan will be revised by each affected jurisdiction to reflect lessons learned or to address specific circumstances arising from the changing conditions surrounding subsequent disaster events. This is also a good time to capture potential new mitigation activities.

Local Plan Amendment Process

Participating counties and towns can amend their Mitigation Actions at any time. An amendment to the Plan should be initiated only by the local governing body, either on its own initiative or upon the recommendation of the chief elected official, planner, or emergency management officials. As mentioned above, the Town of Dillwyn has added a mitigation action to their part of the regional Plan independent of this planning process.

Minor revisions and clarifying changes can be made by the local governing body without going through the public participation and adoption process. Examples of these changes include:

- Minor spelling and grammatical corrections; and
- Minor corrections to statistics, dates and calculations.

The local point of contact for each jurisdiction shall make an annual report to the CRC documenting any changes made to the Mitigation Actions.

Continued Public Involvement

Public input was an integral part of the completion of the original Plan, and the updated Plan, and will continue to be essential as this Plan grows and changes. As is the case with any officially adopted plan or ordinance, any significant change to this Plan shall require a public hearing.

Other efforts to involve the public in the maintenance, evaluation and revision process will be made as necessary. These efforts may include:

- advertising meetings of the Project Management Team in the local paper, on public bulletin boards and/or in city and county office buildings;
- utilizing local media to update the public of any maintenance or periodic review activities taking place;
- utilizing town and county web sites, and the CRC web site, to advertise any maintenance or periodic review activities taking place; and
- keeping copies of the Plan in all public libraries within the counties.

The Virginia Department of Emergency Management or members of the Project Management Team may also provide suggestions.