# SOMERSET COUNTY

# MULTI-JURSIDICTIONAL HAZARD MITIGATION PLAN (HMP)

# ANNUAL COUNTYWIDE PROGRESS REPORT PREPARATION

# Background

The updated Multi-Jurisdictional Hazard Mitigation Plan (HMP) was approved pending adoption by FEMA and the NJ Emergency Management Office in July 2019. A resolution adopting the updated HMP was executed by the Somerset County Board of Chosen Freeholders on August 13, 2019, which marks the start of the next planning cycle. The first Annual Countywide HMP Progress Report is due for submission to the Federal Emergency Management Agency – Region II Office and the NJ Office of Emergency Management on **August 15, 2020**. It will be comprised of two (2) main components: Monitoring and Evaluation. The monitoring component consists of a compilation of jurisdiction-specific annual monitoring reports that pertain to the implementation status of each of the annexes included in the HMP. The evaluation component consists of the jurisdiction-specific responses to an annual plan evaluation questionnaire.

# Monitoring and Evaluation Purpose

* Describe hazard events and losses that occurred within the jurisdiction during the year. Determine if implementation of any of the hazard mitigation actions included in the local HMP Annex helped to reduce or minimize vulnerability and impacts.
* Document the progress that has been made on implementing mitigation actions, including efforts to obtain funding.
* Identify any implementation obstacles or impediments.
* Update the HMP Risk Assessment (Section 5) if needed.
* Consider potential additional or alternate mitigation actions that may be appropriate and feasible.
* Provide an opportunity for public and stakeholder input.

# Requirements & Process

Section 7: *Plan Maintenance Procedures* of the updated HMP sets forth the annual monitoring requirements and provides detailed guidance for use by Municipal Hazard Mitigation Officers MHMOs and others responsible for overseeing implementation of local jurisdiction annexes in collaboration with their local hazard mitigation committee members (please see <https://www.co.somerset.nj.us/government/public-health-safety/hazard-mitigation/hazard-mitigation-plan>). Completed local annual monitoring reports must be submitted in electronic format via e-mail to the County Mitigation Plan Coordinators (CMPCs) ([Planningbd@co.somerset.nj.us](mailto:Planningbd@co.somerset.nj.us) and [EmergencyMgmt@co.somerset.nj.us](mailto:EmergencyMgmt@co.somerset.nj.us) ) no later than **June 15, 2020**. Worksheets No. 1, 2, 3 and 3 in FEMA 386-4 Guidance Document, which comprise Appendix G of the updated HMP form the Monitoring Report and will be made available in writeable pdf format so that information can be typed- in. MHMOs and other responsible individuals are requested to e-mail the CMPCs at the aforementioned addresses to request a copy of the writeable worksheets if needed.

Section 7 also describes the annual HMP evaluation process, which is an assessment of the effectiveness of the planning process and mitigation actions. An annual HMP Evaluation Questionnaire in writable pdf format is being developed by the CMPC for completion by all Municipal Hazard Mitigation Officers MHMOs and others responsible for overseeing implementation of local jurisdiction annexes in collaboration with their local hazard mitigation committee members. Completed questionnaires must be submitted in electronic format via e-mail to the CMPCs by **June 15, 2020** as well.

The Draft Annual Countywide HMP Progress Report shall be compiled by the CMPCs and will be provided to MHMOs and other responsible individuals, as well as to the HMP Project Management Team and Steering Committee for review and comment on or about **July 1, 2020.** Their feedback on the draft report must be submitted to the CMPCs no later than **July 30, 2020**. The CMPCs will incorporate appropriate additions and corrections into the final Annual Countywide HMP Progress Report and submit it to the FEMA Region II Office and NJ Office of Emergency Management prior to the **August 15, 2020** submission deadline. It will also be posted on the County HMP Website at that time.

The HMP Planning Committee comprised of each HMPO and other responsible individuals, the HMP Steering Committee and the HMP Project Management Team will be invited to an Annual HMP Implementation Meeting in mid-July 2020 to identify solutions to implementation challenges and any new hazard risks that may have arisen; and to decide whether any immediate updates to the HMP are warranted. This meeting will be organized by the CMPCs who will provide invitations and appropriate meeting information to MHMOs and other responsible individuals approximately three (3) weeks in advance of its scheduled date.

The Annual Countywide HMP Progress Reports will be used to define and inform the comprehensive HMP Update process, which must occur within five (5) years of the last FEMA-approved plan update (July 2019) so that participating jurisdictions remain eligible for benefits awarded under DMA 2000. The CMPCs will coordinate and oversee the update of the Somerset County Multi-Jurisdictional HMP. This process is expected to commence in 2022. The above-described schedule could be revised in the event of a major disaster, in which case an alternate schedule will be issued by the CMPCs.

For more information, please contact:

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