

CENTRAL VIRGINIA EMERGENCY MANAGEMENT ALLIANCE Planning Committee



Wednesday, October 17th, 2018 @ 2 pm | WebEx

Minutes

In attendance:

Anna McRay, Henrico, Chair

Katie Moody, RRPDC

Martha Shickle, RRPDC

Doug Gagnon

Kate Hale, New Kent

1. **Welcome and Introductions.** Katie Moody called the meeting to order at 2:00pm. The Chair was not present at this meeting, but asked Katie to lead it.
2. **Old Business**
 - **Hazard Mitigation update.** Doug Gagnon reported that he has been working with Petersburg and the approval for the HMG will be done in December. He is still pushing for the approval in Jarratt and having some issues getting in contact with officials there. No one representative there that could speak of it, so it is not an issue of them not in agreeance. Doug is working with Reggie Owens in Greenville County to see who we can connect with and get it pushed through.
3. **New Business**
 - **FY17 THIRA Project Update – RFP Draft Proposal.** Katie reported that she had sent out the draft RFP to everyone on Monday. She is still waiting to receive some comments back. Doug noted that he didn't see anything problematic with the proposal, just some typos and dates that probably needed to be fixed. Katie noted that she would speak with Anna and Ben at tomorrow's CVEMA meeting and get their feedback on the proposal, as they were not able to make the Planning Meeting. Martha commented they would like to have it released as soon as possible. Katie asked Doug if he knew of a list of contractors that were preferred by VDEM – Lori had mentioned this in a previous meeting. Doug said he would look in to this.
 - **Strategic Plan.** Katie reported that Anna has requested updates from all the committees on their work and goals as outlined in the strategic plan. She had said she would have updates ready by our November or December meeting.

Martha suggested that it might be helpful to send out an email reminder to everyone on this - she believes that Jada did this last year. Katie thought that Anna had already received updates from Paul and Bill.

- **Future Grant Opportunities/Planning Projects** – Our next planning project will be the Regional Recovery Plan. Katie noted that Ben had made the suggested in our last Planning Committee meeting that it could be useful to attach the Regional Recovery Plan project to the THIRA RFP, as a potential extension for the contractor if we decided that we were pleased with their work. The work on the RRP could start next March/April immediately following the completion of the THIRA project. Martha also agreed that this could be a good idea, and she would work on modifying the proposal to include a scope on the Regional Recovery Plan.
- **Other discussion**
 - CVEMA meeting will be held tomorrow morning at Dominion Energy.

4. **Adjourn** – Katie ended the meeting at 2:24pm.

Next meeting: Wednesday, November 21st, 2018, WebEx