

Section 7

Plan Maintenance Procedures Requirements

Monitoring, Evaluating, and Updating the Plan--Requirement §201.6(c)(4)(i):

[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.

- Does the new or updated plan describe the method and schedule for **monitoring** the plan, including the responsible department?
- Does the new or updated plan describe the method and schedule for **evaluating** the plan, including how, when and by whom (i.e. the responsible department)?
- Does the new or updated plan describe the method and schedule for **updating** the plan within the five-year cycle?

Incorporation into Existing Planning Mechanisms--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...

- Does the new or updated plan identify other local planning mechanisms available for incorporating the mitigation requirements of the mitigation plan?
- Does the new or updated plan include a process by which the local government will incorporate the mitigation strategy and other information contained in the plan (e.g., risk assessment) into other planning mechanisms, when appropriate?
- Does the updated plan explain how the local government incorporated the mitigation strategy and other information contained in the plan (e.g., risk assessment) into other planning mechanisms, when appropriate?

Continued Public Involvement--Requirement §201.6(c)(4) (iii):

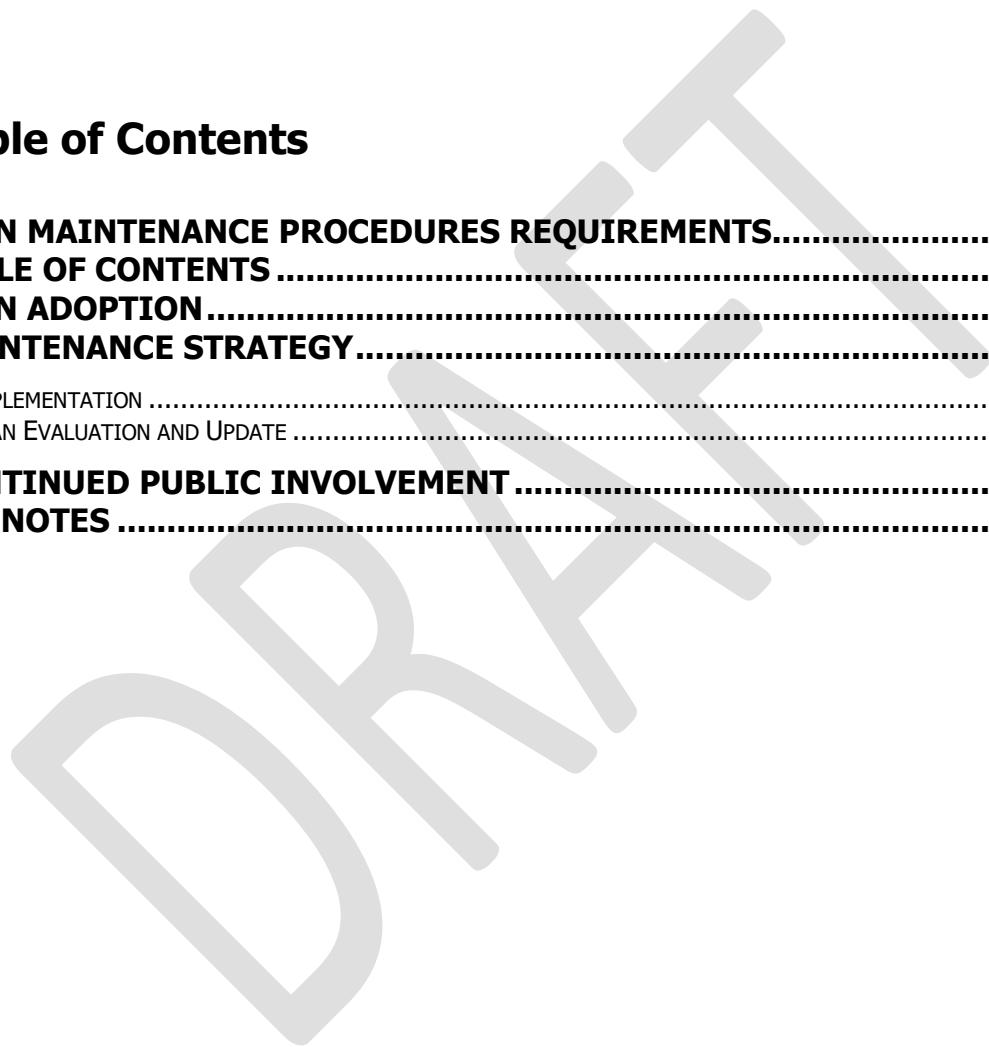
[The plan maintenance process **shall** include a] discussion on how the community will continue public participation in the plan maintenance process.

- Does the new or updated plan explain how continued public participation will be obtained? (For example, will there be public notices, an on-going mitigation plan committee, or annual review meetings with stakeholders?)

**REGION 5 ALL HAZARD MITIGATION PLAN
2020-2025 EDITION
MT. VIEW-EDGEWOOD WATER COMPANY
PLAN MAINTENANCE SECTION**

Table of Contents

PLAN MAINTENANCE PROCEDURES REQUIREMENTS..... 1
TABLE OF CONTENTS 2
PLAN ADOPTION 3
MAINTENANCE STRATEGY 3
 IMPLEMENTATION4
 PLAN EVALUATION AND UPDATE6
CONTINUED PUBLIC INVOLVEMENT 7
ENDNOTES 9



The updated planning process began in the spring of 2012 and is continuing to build on the foundation of breaking the disaster cycle by planning for a disaster resistant Mt. View-Edgewood Water Company and Pierce County Region 5. This section details the formal process that will guarantee the Mt. View-Edgewood Water Company Hazard Mitigation Plan remains an active and relevant document. The Plan Maintenance Section includes a description of the documentation citing the Plan's formal adoption by the Board of Directors. The Section also describes: the method and schedule of monitoring, evaluating, and updating within a five-year cycle; the process for incorporating the mitigation strategy into existing mechanisms: and, the process for integrating public participation throughout the plan maintenance. The section serves as a guide for implementation of the hazard mitigation strategy.

Plan Adoption

Upon completion of the Mt. View-Edgewood Water Company Plan, it will be submitted to Washington State Emergency Management Division (EMD) for a Pre-Adoption Review. The EMD has 30 days to then take action on the Plan and forward it to the Federal Emergency Management Agency (FEMA) Region X for review. This review, which is allowed 45 days by law, will address the federal criteria outlined in FEMA Interim Final Rule 44 CFR Part 201.6. In completing this review there may be revisions requested by the EMD and/or FEMA. Revisions could include changes to background information, editorial comments, and the alteration of technical content. Pierce County Department of Emergency Management (PC DEM) will call a Planning Team Meeting to address any revisions needed and resubmit the changes.

The Mt. View-Edgewood Water Company Board of Directors is responsible for the Company's adoption of the Plan after the Pre-Adoption Review by the EMD and the FEMA Region X. Once the Water Company adopts the Plan, the Program Coordinator of the Mitigation and Recovery Division of Emergency Management will be responsible for submitting it, with a copy of the resolution, to the State Hazard Mitigation Officer at the Washington State EMD. EMD will then take action on the Plan and forward it to the FEMA Region X for final approval. Upon approval by FEMA, the District will gain eligibility for both Hazard Mitigation Grant Program and Pre-Disaster Mitigation Grant Program funds.

Appendix A will list the dates and include a copy of the signed Resolution from the jurisdiction as well as a copy of the FEMA approval of the jurisdiction's Plan. In future updates of the Plan, Appendix C will be used to track changes and/or updates. This plan will have to be re-adopted and re-approved prior to the five-year deadline of [REDACTED].

Maintenance Strategy

The Mt. View-Edgewood Water Company's maintenance strategy for implementation, monitoring, and evaluation provides a structure that encourages collaboration, information transference, and innovation. Through a multi-tiered implementation method, the Company will provide its citizens a highly localized approach to loss reduction while serving their needs through coordinated policies and programs. The method's emphasis on all levels of participation promotes public involvement and adaptability to changing risks and vulnerabilities. Finally, it will provide a tangible link between citizens and the various levels of government service, ranging from community action to the Department of Homeland Security. Through this strategy,

the Company will continue to break the disaster cycle and achieve a more disaster resistant community.

Implementation

In order to ensure efficient and effective implementation, Mt. View-Edgewood Water Company will make use of its capabilities, infrastructure, and customers. Mt. View-Edgewood Water Company will implement its mitigation strategy over the next five years primarily through its annual budget process and varying grant application processes.

The General Manager will work in conjunction with those organizations identified under each mitigation measure to initiate the overall mitigation strategy. For example, any infrastructure-related measures will be implemented through the Mt. View-Edgewood Water Company Capital Improvement Plan through the normal budget schedule. Because the Company has no land use or regulatory authority, it must rely heavily on collaboration with the City of Edgewood. For example, for density-related issues the Mt. View-Edgewood Water Company will work with partners City of Edgewood, Pierce County, and the Hazard Mitigation Forum to implement recommendations into the existing City and Pierce County Comprehensive Plans. Other measures will be implemented through collaboration with the identified jurisdictions/departments listed under each measure's evaluation.

These efforts fall under a broader implementation strategy that represents a county-wide effort. This strategy must be adaptable to change while being consistent in its delivery.

The mitigation implementation strategy is a three-tiered method that emphasizes localized needs and vulnerabilities while addressing the Company's policies and programs. The first tier is implementation through individual citizen level—existing Public Education Programs in the Company (for example, the annual water quality reports sent to all customers and water efficiency education programs in utility bill inserts). The second is the Board of Directors, a group of 7 community members that oversee Water Company Policy and promote the water system in the community. The third tier is a more external and multi-agency/jurisdiction mechanism, the Hazard Mitigation Forum (HMF).

This method ensures that implementation speaks to unique vulnerabilities at the most local level, allows for coordination among and between levels, and promotes collaboration and innovation. Further, it provides a structured system of monitoring implementation. Finally, it is a method that can adapt to the changing vulnerabilities of the Company, the region, and the times. These three levels and their means of implementation and collaboration are described below.

Public Education Programs

At the individual customer level, public education programs provide the Company with a localized mechanism for implementation. This approach to mitigation can adapt to the varying vulnerabilities and needs within a growing Mt. View-Edgewood Water Company service area, and region. Public education programs are also a means for involving the public in mitigation policy development. Currently the Company pursues a variety of mitigation-related programs that help citizens to better prepare for and respond to disasters.

Jurisdiction-Wide: Board of Directors

The Board of Directors will be the body responsible for determining the direction of the Plan’s implementation. The Board will ultimately provide a mechanism for coordination among those groups engaged in mitigation to ensure that a comprehensive and efficient approach be undertaken in the Company’s efforts at all-hazards mitigation.

The Board will be responsible for the overall review of the plan and will designate mitigation measures to be implemented. This will be done with assistance from the General Manager. The Board will monitor and evaluate the plan’s implementation and will update the Plan annually at one of its regularly scheduled meetings, usually at least one day of each month. Recommendations will be made to coincide with the normal budgeting process and provide an ample time period for review and adoption of any necessary changes to the implementation schedule.

Hazard Mitigation Forum

The PC Hazard Mitigation Forum (HMF) represents a broader and multi-jurisdictional approach to mitigation implementation. The PC HMF will be comprised of representatives from unincorporated Pierce County and all jurisdictions, partially or wholly, within its borders, that have undertaken mitigation planning efforts. The PC HMF will serve as coordinating body for projects of a multi-jurisdictional nature and will provide a mechanism to share successes and increase the cooperation necessary to break the disaster cycle and achieve a disaster resistant Pierce County. Members of the PC HMF will include the following jurisdictions who have completed, or who have begun the process of completing, DMA 2000 compliant plans:

- City of Bonney Lake
- City of DuPont
- City of Fife
- City of Gig Harbor
- City of Milton
- City of Roy
- City of Tacoma
- Town of Eatonville
- Town of Steilacoom
- Pierce County
- East Pierce Fire and Rescue
- Graham Fire and Rescue
- Orting Valley Fire and Rescue
- Pierce County Fire District 14
- Pierce County Fire District 27
- West Pierce Fire and Rescue
- Clover Park School District
- Eatonville School District
- Franklin Pierce School District
- Pacific Lutheran University
- Puyallup School District
- City of Buckley
- City of Edgewood
- City of Fircrest
- City of Lakewood
- City of Orting
- City of Sumner
- Town of Carbonado
- Town of South Prairie
- Town of Wilkeson
- Central Pierce Fire and Rescue
- Gig Harbor Fire and Medic One
- Key Peninsula Fire Department
- Pierce County Fire District 13
- Pierce County Fire District 23
- South Pierce Fire and Rescue
- Carbonado School District
- Dieringer School District
- Fife School District
- Orting School District
- Peninsula School District
- Steilacoom School District

- Sumner School District
- University Place School District
- Crystal River Ranch HOA
- Herron Island HOA
- Pierce Transit
- Raft Island HOA
- Taylor Bay Beach Club
- Firgrove Mutual Water Company
- Graham Hill Mutual Water Company
- Lakewood Water District
- Ohop Mutual Light Company
- Spanaway Water Company
- Tanner Electric
- Cascade Regional Blood Services
- Dynamic Partners
- Group Health
- MultiCare Health System
- 76 Jurisdictions in this effort
- Tacoma School District
- American Red Cross
- Crystal Village HOA
- Metropolitan Park District
- Port of Tacoma
- Riviera Community Club
- Clear Lake Water District
- Fruitland Mutual Water Company
- Lakeview Light and Power
- Mt. View-Edgewood Water Company
- Peninsula Light Company
- Summit Water and Supply Company
- Valley Water District
- Community Health Care
- Franciscan Health System
- Madigan Hospital
- Western State Hospital
- Puyallup Tribe of Indians

PC HMF will meet annually in November and will be coordinated by PC DEM. Mt. View-Edgewood Water Company will be an active participant in the PC HMF and will be represented by the General Manager. Only through this level of cooperation can these agencies meet all of their mitigation goals.

Plan Evaluation and Update

It should be noted this planning process began in early 2012 following the then current CFR 201.6 Hazard Mitigation Planning Requirements. Based on new requirements in the Stafford Act, the Mt. View-Edgewood Water Company will evaluate and update the plan to incorporate these new requirements as necessary. Furthermore, if there are additional Stafford Act changes affecting CFR 201.6 in the coming years, the planning process will incorporate those as well.

The Mt. View-Edgewood Water Plan will guide the Company's mitigation efforts for the foreseeable future. The Company will regularly review and update the Plan within a five-year cycle.

PC DEM will collaborate with the General Manager and the PC HMF to help monitor and evaluate the mitigation strategy implementation. PC DEM will track this implementation through Pierce County's GIS database. Findings will be presented and discussed at the annual meeting.

The General Manager will provide a report of the Plan's implementation to the Board of Directors at a regular monthly Board meeting. This report will include the following:

- Updates on implementation throughout the Mt. View-Edgewood Water Company;
- Updates on the PC HMF and mitigation activities undertaken by neighboring agencies;

- Changes or anticipated changes in hazard risk and vulnerability at the Mt. View-Edgewood Water Company, county, regional, State, FEMA, and Homeland Security levels;
- Problems encountered or success stories;
- Any technical or scientific advances that may alter, make easier, or create measures.

The General Manager will decide on updates to the strategy based on the above information and a discussion of:

- The various resources available through budgetary means as well as any relevant grants;
- The current and expected political environment and public opinion;
- Meeting the mitigation goals with regards to changing conditions.

PC DEM will work with the General Manager to review the Risk Assessment Section to determine if the current assessment should be updated or modified based on new information. This will be done during the regularly scheduled reviews of the regional partners' Hazard Identification and Vulnerability Analyses and the Comprehensive Emergency Management Plans.

Additional reviews of this Plan will be required following disaster events and will not substitute for the annual meeting. Within ninety days following a significant disaster or an emergency event impacting the Company, the General Manager will provide an assessment that captures any “success stories” and/or “lessons learned.” The assessment will detail direct and indirect damages to the Company and its critical facilities, response and recovery costs, as part of the standard recovery procedures that use EMD Forms 129, 130, and 140. This process will help determine any new mitigation initiatives that should be incorporated into the Plan to avoid or reduce similar losses due to future hazard events. In this manner, recovery efforts and data will be used to analyze mitigation activities and spawn the development of new measures that better address any changed vulnerabilities or capabilities. Any updates to the Plan will be addressed at the ensuing regularly scheduled Board Meeting.

As per 44 CFR 201.6, the Mt. View-Edgewood Water Company must re-submit the Plan to the State and FEMA with any updates every five years. This process will be coordinated by PC DEM through the Pierce County Hazard Mitigation Forum. In 2020 and every five years following at the Hazard Mitigation Forum, the Mt. View-Edgewood Water Company General Manager will submit the updated plan to PC DEM. PC DEM's Mitigation and Recovery Program Coordinator will collect updates from the Region 5 Plan and submit them to the State EMD and FEMA.

Continued Public Involvement

Mt. View-Edgewood Water Company is dedicated to continued public involvement and education in review and updates of the Plan. The Company will retain copies of the Plan and will post it on the Company website. Announcements regarding the Plan's adoption and the annual updates to the Plan will be advertised in the Company website or the Company newsletter.

The three-tiered implementation method provides an opportunity for continuous public involvement. Public Education campaigns are a means of informing the public on updates and implementation activities. Board meetings are open to the membership and as such, the annual meeting regarding mitigation will provide the membership a forum from which it can express its concerns, opinions, or ideas about the Mt. View-Edgewood Water Company Plan. Further, prior to submitting the Plan to WA EMD and FEMA for the five-year review, the Board will hold a member information and comment meeting. This meeting will be advertised in the Mt. View-Edgewood Water Company service area through a variety of media, including the Company webpage and newsletter.

Mt. View-Edgewood Water Company will conduct a review on a yearly basis to ensure all elements of the mitigation plan are updated and accurate. Each of the 76 jurisdictions has been tasked with having to provide documentation on public involvement including a brief description for each public hearing held, a summary on attendance, any feedback received from the public and the overall description of what was accomplished. Even further, Mt. View-Edgewood Water Company will provide proof of their attempts for public involvement such as screenshots of websites including date ranges, flyers and other relevant material documenting the public involvement process.

DRAFT

Endnotes

DRAFT

(This page left blank intentionally)

DRAFT