

7.0 Plan Maintenance Procedures

This section discusses how the Mitigation Strategy will be implemented by participating jurisdictions and how the overall Hazard Mitigation Plan will be evaluated and enhanced over time. This section also discusses how the public will continue to be involved in the hazard mitigation planning process. It consists of the following three subsections:

- Implementation
- Updating and Enhancement
- Continued Public Involvement

Implementation

Each jurisdiction participating in this Plan is responsible for striving to implement specific mitigation actions as prescribed in their Mitigation Strategy (individual actions included in Appendix A). Jurisdictions assign each action to a specific person or local government office in order to increase accountability and the likelihood of implementation. This approach enables individual jurisdictions to update their mitigation strategy as needed, without altering the broader focus of the regional Plan. Jurisdictions are responsible for adopting the Plan and their locally-specific actions - and are not held responsible for the action(s) of every other jurisdiction involved in the planning process. Whenever possible, a funding source has been identified that may be considered when attempting to implement the action. In addition, an implementation time period or a specific implementation date has been assigned in order to assess whether actions are being implemented in a timely fashion. Local jurisdictions revisited each mitigation action as part of the 2011 Update and provided updated information on previous projects as well as contributing new to their Mitigation strategy (Appendix A).

It will be the responsibility of each participating jurisdiction to determine additional implementation procedures beyond adoption of the Plan and their individual mitigation actions. This includes integrating the Plan into other planning documents, processes or mechanisms such as comprehensive or capital improvement plans, where appropriate. For example, during the planning process for new and updated local planning documents, such as the comprehensive plan, capital improvements plan, or emergency management plan, the local planner or emergency management coordinator will provide a copy of the hazard mitigation plan to each respective advisory committee member. The local planner or emergency management coordinator will 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 and not contribute to increasing the effects of natural hazards within the community.

Updating and Enhancement

Plan Monitoring

H-GAC is responsible for the continued monitoring of this plan. Going forward from the 2011 Update, the point of contact from each jurisdiction (see Table 7.1) will make yearly updates to H-GAC on the progress of the implementation of their mitigation actions. The timing of the yearly reports will coincide with the anniversary of the approval date of the 2011 Update.

Five (5) Year Plan Evaluation and Update

H-GAC and its participating jurisdictions will review, evaluate and update the Plan to submit to the State Hazard Mitigation Officer every five years in accordance with 44 CFR, Section 201.6. This will provide local officials with the opportunity to determine whether there have been any significant changes in the

region that may, in turn, necessitate changes in the types of mitigation actions proposed. Evaluation criteria will include:

- New development in identified hazard areas,
- An increased exposure to hazards,
- The increase or decrease in capability to address hazards, and
- Changes to federal or state legislation are examples of factors that may affect the content of the Plan.

This review also provides community officials an opportunity to evaluate those actions that have been successful and to explore the possibility of documenting potential losses avoided due to the implementation of specific mitigation measures. Updates will also be fashioned to reflect lessons learned from recently declared Federal Disasters.

The results of the five year review should be summarized in a report that is attached to this document as Appendix E. Future annual reports will include an evaluation of the Plan and any required changes or amendments. Recommended changes will be implemented based on available funding to support revisions and updates and should be assigned to appropriate officials with pre-determined timelines for completion. If changes are required of individual Mitigation Action Plans, the appropriate local designee should assign responsibility for the completion of the task. Changes to either the regional Plan or local Mitigation Action Plans will necessitate the adoption of these changes by the appropriate governing body as determined by the Texas DEM and FEMA.

**Table 7.1
 Local Points of Contact for Plan Monitoring and Updating**

Jurisdiction	Title
H-GAC	Economic Development Program Manager
Austin County	County Judge
City of Bellville	City Manager
City of Brazos Country	Mayor
City of Industry	Mayor
Town of San Felipe	Mayor
City of Sealy	City Manager
City of Wallis	City Manager/Public Works
Brazoria County	Floodplain Administrator
City of Alvin	Floodplain Manager
City of Angleton	City Administrator
City of Bailey's Prairie	County Floodplain Administrator
Village of Bonney	County Floodplain Administrator
City of Brazoria	County Floodplain Administrator
City of Brookside Village	County Floodplain Administrator
City of Clute	Assistant City Manager
City of Danbury	County Floodplain Administrator
City of Freeport	City Manager
City of Hillcrest Village	County Floodplain Administrator
Town of Holiday Lakes	County Floodplain Administrator
City of Iowa Colony	County Floodplain Administrator
City of Jones Creek	County Floodplain Administrator
City of Lake Jackson	Assistant City Manager
City of Liverpool	County Floodplain Administrator

HOUSTON-GALVESTON AREA COUNCIL
 REGIONAL HAZARD MITIGATION PLAN – 2011 UPDATE

Jurisdiction	Title
City of Manvel	Certified Emergency Manager
City of Oyster Creek	County Floodplain Administrator
City of Quintana	County Floodplain Administrator
City of Richwood	County Floodplain Administrator
Village of Surfside Beach	County Floodplain Administrator
City of Sweeny	County Floodplain Administrator
Velasco Drainage District	County Floodplain Administrator
Chambers County	County Emergency Management Coordinator
Chambers County, Trinity Bay Conservation District, Chambers-Liberty Counties Navigation District	County Emergency Management Coordinator, General Manager, General Manager
Chambers-Liberty Counties Navigation District	General Manager
City of Anahuac	Mayor
City of Beach City	Mayor
City of Cove	Mayor
City of Mont Belvieu	Mayor
City of Old River-Winfree	Mayor
Liberty County	County Emergency Management Coordinator
City of Ames	County Emergency Management Coordinator
City of Cleveland	Director of Fire and EMS
City of Daisetta	County Emergency Management Coordinator
City of Dayton	City Planner
Town of Dayton Lakes	County Emergency Management Coordinator
City of Devers	County Emergency Management Coordinator
City of Hardin	County Emergency Management Coordinator
City of Kenefick	County Emergency Management Coordinator
City of Liberty	Fire Chief, EMS
City of North Cleveland	County Emergency Management Coordinator
City of Plum Grove	County Emergency Management Coordinator
Montgomery County	County Emergency Manager
City of Conroe	Emergency Management Coordinator
Town of Cut and Shoot	County Emergency Manager
City of Magnolia	County Emergency Manager
City of Montgomery	County Emergency Manager
City of Oak Ridge North	County Emergency Manager
City of Panorama Village	County Emergency Manager
City of Patton Village	County Emergency Manager
Town of Roman Forest	County Emergency Manager
City of Shenandoah	Director of Public Works
City of Splendora	City Secretary
City of Stagecoach	County Emergency Manager

Jurisdiction	Title
City of Willis	City Coordinator
City of Woodbranch Village	County Emergency Manager
The Woodlands Township	Fire Chief
Town of Woodloch	County Emergency Manager
Walker County	County Sheriff
City of Huntsville	Emergency Management Coordinator
City of New Waverly	County Sheriff
City of Riverside	County Sheriff
Waller County	Deputy Sheriff, County
City of Brookshire	Deputy Sheriff, County
City of Hempstead	Deputy Sheriff, County
City of Pattison	Deputy Sheriff, County
Town of Pine Island	Deputy Sheriff, County
City of Prairie View	Deputy Sheriff, County
City of Waller	Flood Plain Administrator

Plan Amendments

Periodic revisions and updates of the Plan are required to ensure that the goals of the Plan are kept current, taking account of potential changes in hazard vulnerability and mitigation priorities. In addition, revisions may be necessary to ensure that the Plan is in full compliance with Disaster Mitigation Act and Annex P requirements.

Upon the initiation of the amendment process, H-GAC will forward information on the proposed change to all interested parties including, but not limited to, all affected jurisdictions. H-GAC will also forward information to the Texas Division of Emergency Management. This information will be disseminated in order to seek input on the proposed amendment for not less than a 45-day review and comment period.

At the end of the comment period, the proposed amendment and all comments will be forwarded to designated officials for consideration. The designee will review the proposed amendment along with the comments received from other parties, and submit a recommendation to the appropriate governing body within 30 days.

In determining whether to recommend approval or denial of a Plan amendment request, the following factors will be considered:

- There are errors or omissions made in the identification of issues or needs during the preparation of the Plan;
- New issues or needs have been identified which were not adequately addressed in the Plan; or
- There has been a change in information, data, or assumptions from those on which the Plan was based.

Upon receiving the recommendation of the designee, the governing body will hold a public hearing. The governing body will review the recommendation (including the factors listed above) and any oral or written comments received at the public hearing. Following that review, the governing body will take one of the following actions:

- Adopt the proposed amendment as presented;
- Adopt the proposed amendment with modifications;
- Refer the amendment request back to the designee for further consideration; or

- Defer the amendment request for further consideration and/ or hearing.

If, in the future, any of the jurisdictions that participated in this planning effort wish to not participate in future updates of the Plan, they must notify H-GAC in writing.

Continued Public Involvement

Public input was an integral part of the completion of 2006 Regional Hazard Mitigation Plan and will continue to be essential as the Plan changes over time. As is the case with any officially adopted plan or ordinance, significant changes to this Plan, including the 2011 Update, shall require a public hearing.

Other efforts to involve the public in the maintenance, evaluation and revision process will be made including:

- Utilizing local media to update the public of any maintenance and/ or periodic review activities taking place;
- Utilizing city and/ or county Web sites to advertise any maintenance and/ or periodic review activities taking place; and,
- Providing copies of the Plan to public libraries.