

**Mitigation Planning Team
April 10, 2018
MINUTES**

The quarterly meeting of the **Lewes Mitigation Planning Team** was held on **Tuesday April 10, 2018 commencing at 11:00am in the Council Chambers at City Hall**, with the following members present:

Ted Becker, Mayor, Chairperson
Chatham Marsch, Mitigation Team Coordinator
Darrin Gordon, BPW
Danielle Swallow, University of Delaware
Charlie O'Donnell, GMB
Tom West, City Planner

Also present were: City Manager Ann Marie Townshend & Recording Secretary Alice Erickson

Absent: Cheryl Hopple, Wally Evans, Tom Spell, and Councilperson Dennis Reardon

Mayor Becker called the meeting to order at **11:00am**.

1. Presentation & consideration of the minutes from the October 18, 2017 & January 10, 2018 meeting.

ACTION: *Joe Stormer made a motion to approve the minutes as presented, seconded by Chatham Marsch, all voting in favor, motion carried.*

2. Report from the National Hurricane Conference: Ann Marie Townshend, Chatham Marsch & Darrin Gordon.

City Manager Ann Marie Townshend, Officer Chatham Marsch and BPW General Manager Darrin Gordon attended the 2018 Hurricane Conference in Orlando FL. *Officer Marsch* reported there was information presented related to the recent hurricanes in Florida, with a list of key points to be distributed to committee members for discussion at the next meeting. Lewes is on the right track, but there is still a lot to do.

EVACUATION: There was discussion about designating additional evacuation zones. There are currently 2 zones, but an additional zone is needed. *Mr. Becker* stated they may need to look in terms of the age of the population not just areas that flood. *Ms. Townshend* stated residents shouldn't wait until there is an evacuation. If they know they live in an area that floods or they have to travel through an area that floods to exit the city, they should evacuate sooner than later. Households need to plan before an event. *Mr. Gordon* stated they need to encourage residents to not return to their homes until instructed. Returning before infrastructure is back in place can cause real safety issues. The city needs to be able to communicate with residents before, during and after an event.

SHELTERING: There was discussion about designing the new Shield's school to sustain a Category 5 hurricane and have a generator, so it can be a shelter for those people working an event. *Mr. Gordon* suggested also looking at the Presbyterian Church as a potential shelter and supply them with a generator. *Mr. Becker* stated they need to look at the structure of each building to determine if it would be an appropriate shelter. They also need to look at how it would coordinate with Sussex County. Another issue is the need for pet sheltering.

Officer Marsch suggested sending out a questionnaire to residents to determine their knowledge about evacuation and sheltering.

Mr. Gordon stated they need to have an action plan, to include MOUs with various agencies and private organizations to help after an event. The BPW needs to maintain a certain level of reserves so they will have the necessary funds for a recovery effort. *Mayor Becker* agreed, the community does not know the cost of recovery after a major event and it would help to educate and inform.

Ms. Townshend presented website www.HurricaneStrong.org and a short video.

3. Report on any winter storm related damages: There were no major damages to report.

4. Report on Grant Application to the Community Environmental Fund

Mr. West reported the city did not receive the grant but there is the potential for other grant opportunities in the future. Lewes residents, Gail Hoffman who works in sustainability planning, is interested in helping the city pursue grant opportunities. *Ms. Swallow* suggested *Ms. Hoffman* help the city come up with a grant package to have on hand for when an opportunity comes available. It would have to be tweaked as per the criteria of each individual grant. *Mr. West* stated they need to look at the new opportunities for resiliency planning. He feels it would be time well spent to look at what the city would like to do moving forward and be prepared for the next grant opportunity. *Mr. Becker* stated Lewes has done a very good job in getting started and but needs funds for the next level. Many other communities are still at the beginning stages and that is where the grants are going right now.

5. Discussion and setting a date for a community education preparedness presentation

Ms. Swallow presented an idea for a workshop on Preparedness and Aging, focusing on the aging population of Lewes and getting them to take action in developing a homeowner emergency plan and household kit. There was discussion about research that is being funded by the Sea Grant Program by Julia O'Hanlon. *Ms. Swallow* reached out to her and hazard mitigation is one of the themes she is exploring and is developing recommendations that would be available in June. This could be a good alignment in terms of a workshop during the summer. *Ms. O'Hanlon* is interested in the idea of a workshop and would be a willing partner.

She also reached out to DEMA to determine what kind of activities and programs they have regarding the aging population. As a part of her study, *Ms. O'Hanlon* also reached out to the Lewes Community Village as a resource and feels would be very helpful to the development of the workshop.

They need to make the workshop as interactive as possible and would be a good time to survey attendees regarding evacuation and community needs. There needs to be information for people to take with them, such as the emergency preparedness booklet, perhaps a NOAA weather radios as a door prizes, or give away flashlights with information printed on it. They could look at the possibility of partnering with Lowes or Home Depot. It was suggested having a different stations with one to register for Code Red.

Possible dates and locations were discussed. It was determined early September would be the best month, on a Saturday morning.

6. Update of ACT

Mr. Becker reported on the last meeting of ACT. Senator Carper attended and reported on activities with the Army Corp of Engineers and the need for dredging. Delaware needs to participate in a regional study that will require \$250,000 to participate. Delaware is the last state in the region to get on board. ACT will be writing a joint response to the Sussex County Comprehensive Plan.

7. Report on dredging/beach replenishment at Roosevelt Inlet

The dredging of Roosevelt Inlet is complete. Cape Shore is currently replenishing their beach.

8. Member Updates

Ms. Swallow stated she will be giving flood ready training on May 11th. She will forward registration information to Team members.

Officer Marsch gave an update on ICS training. Lewes has up to 10 employees that need training and we need 15 to have training for ECS 300 level here in Lewes. *Ms. Townshend* will reach out to other communities and elected officials. *Ms. Becker* will make an announcement at the SCAT breakfast this Friday.

Mr. Becker read a report from Cheryl Hopple, Beebe Healthcare, into the record as follows:

- Non-Violent Crisis Intervention (CPI) training has been taught since 2012 to certain groups. It is a class to teach team members to de-escalate situations, how to get away from patients or their families during physical attacks. Weapons awareness is taught as well. As of January 1st an additional 800 team members have been tasked to

take the training this year. This training helps team members to intervene early and de-escalate situations when possible.

- Additional evacuation devices have been ordered and more are on the way to use in an evacuation.
- Two Public Safety and Security Officers have taken training for advanced active shooters. We are hoping to bring the training to the entire hospital in the future.
- Work continues on our disaster recovery plan.

9. Adjourn: There be no further business, the meeting adjourned at 12:30pm.

Minutes submitted by,

Alice Erickson
Recording Secretary