

This appendix provides supplementary information for Section 2: The Planning Process.



Local Mitigation Strategy Task Force Meeting Scheduled

NOTICE OF PUBLIC MEETING

For Immediate Release

Date: April 7 2009

Public Notice is hereby given that the Franklin County Local Mitigation Strategy (LMS) Task Force will hold a public meeting on Thursday April 23 2009 at the Franklin County Emergency Operations Center located at 28 Airport Rd Apalachicola at 11:00AM. The purpose of this meeting is to organize the Local Mitigation Strategy Task Force in preparation for the annual update and begin working on the re-submittal of the Local Mitigation Strategy for Franklin County.

Franklin County in coordination with the City of Apalachicola, the City of Carrabelle, the LMS Task Force and various members of the community developed a Local Mitigation Strategy in 1999. An update to the plan was issued to bring the Local Mitigation Strategy into compliance with the local hazard mitigation requirements of Section 322 of the Disaster Mitigation Act of 2000. The plan update was approved by FEMA in 2004. The current Local Mitigation Strategy approval will expire in 2010. The Local Mitigation Strategy is a plan developed with input from the community, business and industry and local government to guide and promote hazard mitigation activities in Franklin County. Actions include planning to reduce or eliminate long-term risks to people and property, the environment and financial investments and to manage post-disaster recovery. The plan must be updated and reviewed annually and re-submitted in total every five years to address the federal guidance promulgated as a result of the Disaster Mitigation Act of 2000.

Franklin County Emergency Management is requesting the participation of members of the public as well as community and business leaders to help review and implement the LMS. While Emergency Management will coordinate the plan, it is anticipated that there will be three LMS Task Force meetings to be held within the next several months to review the plan and provide input on projects and priorities.

If there are any questions or comments regarding this meeting, please contact Emergency Management at 850/653-8977 # 3. Written comments can be mailed to: 28 Airport Rd, Apalachicola FL 32320.

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Franklin County Local Mitigation Strategy E-Mail List-Serve Template



The purpose of this template was to provide a simple message that can be e-mailed to various community organizations, businesses and governmental agencies list-serves regarding community involvement in county's Local Mitigation Strategy review and revision process.

Public input on how the county should prepare itself, its residents and its businesses is vital to enhancing the Local Mitigation Strategy and making Franklin County a "Disaster Resistant Community".

All that was required to use this template is to copy and paste the **Subject** and the **Message Text** into your e-mail send window.

Subject	Franklin County Disaster Planning Initiative
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Message Text

Franklin County is in the process of enhancing its ability to respond to the next disaster and is in need of your help.

As part of this process the county is up-dating its Disaster Preparedness Strategy.

As a resident of the county it is important that you provide your comments regarding the strategy as well as offer recommendations on how individuals, families, neighborhoods and businesses as well as city and county governments can become as prepared as possible for future disasters.

Please log onto the strategy's web site listed below and provide your thoughts and ideas as to how Franklin County can become better prepared for the next disaster.

Disaster Preparedness Strategy web site:

www.drc-group.com/lms/florida/franklin

Thanks for your help in preparing Franklin County for the next disaster.

Pam Register
Franklin County Emergency Management Department



Franklin County Local Mitigation Strategy Task Force Meeting Agenda April 23 2009 3:00PM EDT



Welcome

Introductions

LMS Task Force Structure

- Chairman, Vice-Chairman etc...

LMS Renewal Date 4/6/2010

Franklin County LMS Web Site:

- Working draft copies of the various sections and appendixes are constantly posted web site.
- The general public has access to the planning process and can make comments and submit ideas for Mitigation Initiatives via the web site.
- The URL for the web site is: www.drc-group.com/lms/florida/franklin

Involving the general public in the planning process by promoting the LMS web site via:

- E-mail list serves
- Web Linkage
- Newsletters

Review of working draft of Section 6 – Compilation of Mitigation Initiatives (This will enclose current and proposed initiatives)

LMS Review / Revision Schedule

Event	Date / Time	Location
LMS Task Force Meeting	4/23/09 11:00AM	Franklin County EOC
LMS Task Force Meeting	6/11/09 3:00PM	Franklin County EOC
LMS Public Hearing	7/1/09 7:00PM	Eastpoint Fire Department
Final Draft	7/8/09 5:00PM	N/A

Open Discussion



Franklin County Local Mitigation Strategy Task Force Meeting Minutes April 23 2009 11:00AM EDT



The meeting of the Franklin County Local Mitigation Strategy Task Force was held at the county's Emergency Operations Center in Apalachicola Fl. The meeting began shortly after 11:00AM EDT with all meeting participants introducing themselves.

The following individuals representing various governmental and non-governmental organizations participated.

Name	Agency	E-Mail
Rick Miller	Franklin County / Health Department	rick_miller@doh.state.fl.us
John Sink	Faith Based Organizations	N/A
Mile Rundel	Franklin County / Emergency Management Department	em2frank@gtcom.net
Gathana Parmenas	American Red Cross	jparmenas@yahoo.com
Pamela Brownell	Franklin County / Emergency Management Department	em3frank@gtcom.net
Chris Floyd	DRC Group	floydchris@aol.com

After the introductions Chris Floyd was introduced as the individual who will be leading the Task Force through the revision and up-date process. Chris is with the Disaster Resistant Communities Group in Tallahassee.

It was determined that the reason for the lack of participation in the first LMS Task Force meeting was an error in made in communicating the meeting date and time with the Task Force members.

A brief review of the Task Force By-Laws was facilitated by Chris Floyd. During this review Chris pointed out the need for the Task Force to elect a Chairman and Vice-Chairman. Following a short discussion, Mike Rundel was nominated as the Chairman and Pam Brownell was nominated as the Vice-Chairman. A vote by all of the participants was held with both Mike and Pam being confirmed as Chairman and Vice-Chairman.

Chris then presented a short overview of the process that the Task Force will be working through over the next several months. These processes include:



1. A thorough review of the current Local Mitigation Strategy to ensure it is in compliance with the July 2008 FEMA Local Multi-Hazard Mitigation Planning Guidelines.
2. The revision of identified portions of the Local Mitigation Strategy not meeting current FEMA guidelines.
3. The evaluation of the current listing of Proposed Mitigation Initiatives to determine which have been completed as well as to identify new initiatives that will need to be ranked and added to the strategy.
4. A series of meetings that will be undertaken as the strategy is reviewed and up-dated. The current schedule of meetings follows:

Event	Date / Time	Location
LMS Task Force Meeting	6/11/09 3:00PM	Franklin County EOC
LMS Public Hearing	7/1/09 7:00PM	Easpoint Volunteer Fire Department
Final Draft	7/22/09 5:00PM	N/A

With the current strategy expiring in 4/6/2010 the Task Force will need to deliver a final draft of the up-dated strategy to the Florida Department of Community Affairs (DCA) by mid October. This will give DCA and FEMA the necessary time to review and approve the final draft before the current strategy expires.

Chris then began a review of the Franklin County LMS web site which can be found at:

www.drc-group.com/lms/florida/franklin

The web site was designed to provide an informational platform of the review and revision process of the county's LMS. It has two primary purposes:

- First it serves as a means by which members of the LMS Task Force can monitor the changes being made to the various sections and appendixes of the LMS.
- Second by being on the internet residents and business owners within Franklin County have an opportunity to monitor the revision process and to offer their comments and ideas regarding the county's disaster preparedness and mitigation planning activities.

Chris stated that as portions of the LMS were reviewed and up-dated they were being posted to the web site and the date of the Working Draft was being changed accordingly. By doing this the Task Force members could review the most current version of the LMS at any given time.



In an effort to gain public support and involvement for the LMS review and revision process Chris presented a plan to inform the county's residents of the LMS web site via a media and e-mail campaign.

Discussion regarding the campaign brought to light several additional resources that could be utilized to spread the message throughout the county. These resources will be utilized in the weeks to come to involve as many individuals a possible in the LMS revision process.

The next phase of the meeting involved a preliminary review of "Section 6 – Compilation of Mitigation Initiatives". Chris led the Task Force through a quick review of the current and proposed mitigation initiatives.

The meeting was adjourned at 12:07PM EDT



Franklin County Local Mitigation Strategy E-Mail List-Serve Template



The purpose of this e-mail template was to invite various community organizations, businesses and governmental agencies to attend the up-come Local Mitigation Strategy Task Force Meeting and to submit mitigation ideas and make comments on the county's Local Mitigation Strategy.

All that is required to use this template is to copy and paste the **Subject** and the **Message Text** into your e-mail send window.

Subject	Franklin County Local Mitigation Strategy - Meeting - Community Input
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Message Text

Franklin County is in the process of enhancing its ability to respond to the next disaster and is in need of your help.

As part of this process the county is up-dating its Local Mitigation Strategy (LMS) and invites you to attend the next LMS Task Force Meeting.

LMS Task Force Meeting Information	
Date / Time	Tuesday – June 16 – 1:00PM
Location	Franklin County Emergency Operations Center 28 Airport Rd Apalachicola FL 32320

This meeting is your on-going opportunity to help make Franklin County better prepared for the next disaster.

If you are unable to attend the meeting you can submit your ideas and comments on-line. SEE BELOW

As a resident of the county it is important that you provide your comments regarding the strategy as well as offer recommendations on how individuals, families, neighborhoods and businesses as well as city and county governments can become as prepared as possible for future disasters.

Please log onto the strategy's web site listed below and provide your thoughts and ideas as to how Franklin County can become better prepared for the next disaster.



Local Mitigation Strategy web site:

www.drc-group.com/lms/florida/franklin

Thanks for your help in preparing Franklin County for the next disaster.

Pam Register
Franklin County Emergency Management Department



THE TIMES *Apalachicola & Carrabelle*

June 12 , 2009 – 10:24 AM

County Holds Mitigation Strategy Meeting Tuesday

Franklin County is in the process of enhancing its ability to respond to the next disaster and is in need of your help.

As part of this process the county is updating its Local Mitigation Strategy and invites you to attend the next LMS Task Force Meeting, to be held Tuesday, June 16 at 1:00PM at the Franklin County Emergency Operations Center, 28 Airport Road, Apalachicola.

This meeting is your ongoing opportunity to help make the county better prepared for the next disaster.

If you are unable to attend the meeting you can submit your ideas and comments on-line at www.drc-group.com/lms/florida/franklin

For more info, call (850) 241-3565.



Franklin County Local Mitigation Strategy Task Force Meeting Minutes June 16 2009 1:00PM EDT



The meeting of the Franklin County Local Mitigation Strategy (LMS) Task Force was held at the county's Emergency Operations Center in Apalachicola FL. The meeting began shortly after 1:00PM EDT with all meeting participants introducing themselves.

Mike Rundel as Chairman of the LMS Task Force welcomed everyone to the Franklin County Emergency Operations Center. After welcoming everyone Mike let all the participants introduce themselves.

The following individuals representing various governmental and non-governmental organizations participated.

Name	Agency	E-Mail
Mile Rundel	Franklin County / Emergency Management Department	em2frank@gtcom.net
Jim Brown	City of Carrabelle	
Pamela Brownell	Franklin County / Emergency Management Department	em3frank@gtcom.net
Rachel Ward	Franklin County Board of County Commission	rachelw@fairpoint.net
Joeseeph Ferrel	Franklin County Property Appraiser's Office	joe0352@yahoo.com
Harold Shenk	USDA – Forestry Service	hshenk@fs.fed.us
David Quisenberry	USDA – Forestry Service	davidquisenberry@fs.fed.us
Thomas Bryce	Florida Division of Forestry	thomasb@doacs.state.fl.us
Kawika Bailey	Florida Division of Forestry	baileyk2@doacs.state.fl.us
Ron Page	ARRL	ron.page@mchsi.com
Mark Cureton	Franklin County Planning and Zoning Department	mcureton@fairpoint.net
Patricia Carroll	Capital Area Community Action Agency	patricia.carroll@cacaainc.org
Shirley Byrd	City of Apalachicola	richardson1952@gtcom.net



John Sink	Faith Based Organizations	N/A
John Croom	Croom's Inc	crooms@digitalexp.com
Annette Critton	Croom's Inc	davidcritton@yahoo.com
Roxie Allen	Franklin County Planning and Zoning Department	rosiea@fairpoint.net
Casey Smith	Faith Based Organizations	pastorcasey78@moc.com
Rhonda Skipper	Franklin County Property Appraiser's Office	skippervoo@yahoo.com
Bill Mahan	Franklin County Extension Service	bmahan@ufl.edu
Chris Floyd	DRC Group	floydchris@aol.com

After the individual introductions Mike introduced Chris Floyd as the individual who is leading the Task Force through the revision and up-date process. Chris is with the Disaster Resistant Communities Group in Tallahassee.

Chris presented an overview of the work that is being done to revise the Franklin County LMS to meet the July 2008 FEMA Local Multi-Hazard Mitigation Planning Guidelines.

With the current strategy expiring in 4/6/2010 the Task Force will need to deliver a final draft of the up-dated strategy to the Florida Department of Community Affairs (DCA) by mid October. This will give DCA and FEMA the necessary time to review and approve the final draft before the current strategy expires.

Chris then facilitated a short overview of the Franklin County LMS web site which can be found at:

www.drc-group.com/lms/florida/franklin

The web site was designed to provide an informational platform of the review and revision process of the county's LMS. It has two primary purposes:

- First it serves as a means by which members of the LMS Task Force can monitor the changes being made to the various sections and appendixes of the LMS.
- Second by being on the internet residents and business owners within Franklin County have an opportunity to monitor the revision process and to offer their comments and ideas regarding the county's disaster preparedness and mitigation planning activities.

Chris stated that as portions of the LMS were reviewed and up-dated they were being posted to the web site and the date of the Working Draft was being changed



accordingly. By doing this the Task Force members could review the most current version of the LMS at any given time.

The next phase of the meeting involved a thorough review of the current and proposed mitigation initiatives. The remainder of the meeting was dominated by this process. Several existing initiatives were removed from the initiative listing as they have been completed.

The meeting was adjourned at 2:43PM EDT



Local Mitigation Strategy Task Force Public Hearing Scheduled

NOTICE OF PUBLIC MEETING

For Immediate Release

Date: July 1 2009

Public Notice is hereby given that the Franklin County Local Mitigation Strategy (LMS) Task Force will hold a Public Hearing beginning at 7:00PM on Monday July 20 at the Eastpoint Volunteer Fire Department located at 24 6th Street in Eastpoint.

The purpose of this meeting is to gain public input regarding the Franklin County LMS prior to being submitted to the State of Florida Department of Community Affairs for their review and approval.

Over the past few months Franklin County in coordination with the City of Apalachicola, the City of Carrabelle and other members of the LMS Task Force have been working to review and up-date the county's strategy to meet the current guidelines as set forth by the Federal Emergency Management Agency.

If you are un-able to participate in the Public Hearing the general public can still access, review and comment on the strategy by accessing the following web site:

www.drc-group.com/lms/florida/franklin

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Franklin County Local Mitigation Strategy Task Force Meeting Minutes October 27 2009 9:00AM EST



The meeting of the Franklin County Local Mitigation Strategy (LMS) Task Force was held at the county's Emergency Operations Center in Apalachicola FL. The meeting began shortly after 9:00AM EST with all meeting participants introducing themselves.

Mike Rundel as Chairman of the LMS Task Force welcomed everyone to the Franklin County Emergency Operations Center.

The following individuals representing various governmental and non-governmental organizations participated.

Name	Agency	E-Mail
Mile Rundel	Franklin County / Emergency Management Department	em2frank@gtcom.net
Pamela Brownell	Franklin County / Emergency Management Department	em3frank@gtcom.net
Fonda Dans	Franklin County Solid Waste Department	fcswd@gtcom.net
Joeseeph Ferrel	Franklin County Property Appraiser's Office	joe0352@yahoo.com
Cindi Giametta	City of Apalachicola	cindigiametta@cityofapalachicola.com
Courtney Dempsey	City of Carrabelle	citycbel@gtcom.net
John Winfield	Franklin County Emergency Management Department	
Kawika Bailey	Florida Division of Forestry	baileyk2@doacs.state.fl.us
Ron Page	ARRL	ron.page@mchsi.com
Mark Cureton	Franklin County Planning and Zoning Department	mcureton@fairpoint.net



Patricia Carroll	Capital Area Community Action Agency	patricia.carroll@cacaainc.org
John Sink	Faith Based Organizations	N/A
Annette Critton	Croom's Inc	davidcritton@yahoo.com
Larry Brown	Franklin County Road Department	fcrd@gtcom.net
Chris Floyd	DRCG	floydchris@aol.com

The following matrix outlines the review / revision process that has been facilitated by the members of the Task Force.

Date	Task	Location	Activity	Participation
6/4/2009	Introduction	Section 1	Reviewed & Up-Dated	All Task Force Members
6/4/2009	Planning Process	Section 2	Reviewed & Up-Dated	All Task Force Members
7/10/2009	Jurisdiction Profiles	Section 3	Reviewed & Up-Dated	All Task Force Members
7/10/2009	Hazards / Vulnerabilities	Section 4	Reviewed & Up-Dated	All Task Force Members
6/4/2009	Goals / Polices	Section 5	Reviewed & Up-Dated	All Task Force Members
10/27/2009	Mitigation Initiatives	Section 6	Reviewed & Up-Dated	All Task Force Members
6/10/2009	Maintenance / Updating	Section 7	Reviewed & Up-Dated	All Task Force Members
6/4/2009	Task Force Bylaws	Appendix A	Reviewed & Up-Dated	All Task Force Members
6/4/2009	Planning Process Documentation	Appendix B	Reviewed & Up-Dated	All Task Force Members
6/10/2009	Task Force Operating Procedures	Appendix C	Reviewed & Up-Dated	All Task Force Members
6/10/2009	Policy Evaluation	Appendix D	Reviewed & Up-Dated	All Task Force Members
7/20/2009	Funding Sources	Appendix E	Reviewed & Up-Dated	All Task Force Members



During this process Chris discussed the change in format and available information for the mitigation initiatives listing. All the Task Force members agreed with the various changes that had been made.

Mike proceeded to discuss information regarding available funding for mitigation activities..

Franklin County had been notified that and estimated \$19,195.31 was being made available via FEMA's Hazard Mitigation Grant Program (HMGP) to undertake disaster mitigation initiatives in the county. FEMA sets aside 20% of the total Individual and public assistance funding provided to the county to be used to mitigate the effects of future disasters,

These HMGP funds are being made available due to the 2009 Spring Flooding.

Three projects contained in the current LMS were then briefly discussed as potential mitigation initiatives that could be undertaken using the limited amount of funds. The projects are:

Project # 3	Enhance the county's ability to pre-identify disaster hazard zones, improve emergency response time and improve the collection of damage assessment information after a disaster by strengthening the county Property Appraiser's Geographic Information System (GIS).
Project # 6	Design and facilitate a Disaster Resistant Business initiative to educate local business owners on the need to be prepared for future disasters.
Project # 34	Installation of additional hydrologic data collecting gauges on the Ochlockonee, Crooked and Apalachicola Rivers.

After a brief discussion regarding the identified projects it was decided that a more in-depth worksheet should be prepared on each of the projects for further review by the LMS Task Force. The following assignments were made regarding putting together additional information.

- Project # 3 – Joseph Ferrell – Franklin County Property Appraiser's Office
- Project # 6 – Chris Floyd – Disaster Resistant Communities Group
- Project # 34 – Mike Rundel – Franklin County Emergency Management Department

The LMS Task Force then decided to meet again via webinar on Wednesday November 4 at 9:00AM EST to review the three project worksheets to make a decision on which one should be submitted for HMGP funding.



Chris Floyd then brought up the possibility of partnering with Wakulla County on a project. The total amount of HMGP funds being made available to Wakulla County was only \$8,455.98 which was not enough funding to accomplish any of the projects contained within the Wakulla County LMS.

This partnership opportunity was discussed and it was decided to follow-up with Wakulla County on the possibility of establishing such an arrangement.

The meeting was adjourned at 9:47AM EDT.



Franklin County Local Mitigation Strategy Task Force Meeting Minutes December 11 2009 9:00AM EST



The meeting of the Franklin County Local Mitigation Strategy (LMS) Task Force was held via conference call to discuss adding five additional mitigation initiatives to county's LMS. Several days earlier Task Force Chairman Mike Rundel had e-mailed the list of five initiatives to be considered to each of the Task Force members.

The following individuals representing various governmental and non-governmental organizations participated.

Name	Agency	E-Mail
Mile Rundel	Franklin County / Emergency Management Department	em2frank@gtcom.net
Pamela Brownell	Franklin County / Emergency Management Department	em3frank@gtcom.net
Joeseeph Ferrel	Franklin County Property Appraiser's Office	joe0352@yahoo.com
Joel Norred	Franklin County Sheriff's Office	joelnorred@franklinsheriff.com
Courtney Millender		
Rosalyn Kilcollins	Apalachicola National Estuarine Research Reserve	rosalyn.kilcollins@dep.state.fl.us
Gathana Parmenas	American Red Cross	jparmenas@yahoo.com
Mark Cureton	Franklin County Planning and Zoning Department	mcureton@fairpoint.net
Patricia Carroll	Capital Area Community Action Agency	patricia.carroll@cacaainc.org
Casey Smith	Faith Based Organizations	pastorcasey78@mac.com
Nita Molsbee		water2nm@yahoo.com



During the brief call all participants agreed to add the following initiatives to the county's LMS.

Project # 35	Reduce flooding by increasing the size of the culvert under Mill Road.		
Project Type	Construction		
Jurisdiction	Franklin County		
Lead Agency	Franklin County Road Department		
Hazard	Flooding		
Priority Score	44		
Date Proposed	12/4/09	LMS Goal	# 7
Funding Source	HMGP	Estimate Cost	\$3,000
Status	No action taken as of 12/11/09.		

Project # 36	Reduce flooding by increasing the size of the culvert under Jeff Sanders Road.		
Project Type	Construction		
Jurisdiction	Franklin County		
Lead Agency	Franklin County Road Department		
Hazard	Flooding		
Priority Score	44		
Date Proposed	12/4/09	LMS Goal	# 7
Funding Source	HMGP	Estimate Cost	\$6,000
Status	No action taken as of 12/11/09.		

Project # 37	Reduce flooding by increasing the size of the culvert under Crooked River Road.		
Project Type	Construction		
Jurisdiction	Franklin County		
Lead Agency	Franklin County Road Department		
Hazard	Flooding		
Priority Score	44		
Date Proposed	12/4/09	LMS Goal	# 7
Funding Source	HMGP	Estimate Cost	\$3,000



Status	No action taken as of 12/11/09.
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Project # 38	Reduce flooding by increasing the size of the culvert under McIntyre Road.		
Project Type	Construction		
Jurisdiction	Franklin County		
Lead Agency	Franklin County Road Department		
Hazard	Flooding		
Priority Score	42		
Date Proposed	12/4/09	LMS Goal	# 7
Funding Source	HMGP	Estimate Cost	\$3,000
Status	No action taken as of 12/11/09.		

Project # 39	Reduce flooding by increasing the size of the culvert under New River Road.		
Project Type	Construction		
Jurisdiction	Franklin County		
Lead Agency	Franklin County Road Department		
Hazard	Flooding		
Priority Score	40		
Date Proposed	12/4/09	LMS Goal	# 7
Funding Source	HMGP	Estimate Cost	\$3,000
Status	No action taken as of 12/11/09.		

The meeting was adjourned at 9:11AM EDT.

