



<b>Purpose of Meeting:</b> Steering Committee Meeting #2		
<b>Location of Meeting:</b> Microsoft Teams		
<b>Date/Time of Meeting:</b> February 9, 2023		
<b>Attendees:</b> Heather Apgar – Tetra Tech Jessica Stokes – Tetra Tech Brian Rutherford – Tetra Tech Mark Vogler – Fort Bend Engineering, Chief Drainage Engineer Michael Wagner – Fort Bend County, Special Projects Coordinator Scott Wieghat – Fort Bend Roads and Bridges, Director Gregory Babst – Fort Bend HS&EM, Deputy Coordinator Carol Borrego – Fort Bend Community Development, Director Andrea James – Fort Bend HS&EM, Planning Coordinator Rick Staigle – Fort Bend Engineering, Assistant County Engineer Craig Kalkomey – Fort Bend County, Director of Fort Bend Utility Rodney Grimmer – Fort Bend HS&EM, Senior Planning Coordinator		
<b>Agenda Summary:</b> Participation status, project schedule and status, review/finalize hazards of concern, review/finalize goals and objectives, public and stakeholder outreach		
Item No.	Description	Action By:
1.	Welcome and Introductions	--
2.	In-Kind Tracking	--
3.	<b>Participation Status</b> <ul style="list-style-type: none"> <li>(5/43) jurisdictions have not submitted any worksheets</li> <li>(3/43) jurisdictions submitted some worksheets</li> <li>(10/43) jurisdictions submitted all worksheets</li> <li>(7/18) jurisdictions need to submit their LOIP</li> </ul>	Tetra Tech <ul style="list-style-type: none"> <li>Will continue to reach out to jurisdictions to assist with Worksheet completion.</li> <li>Will be sending out survey tomorrow (02/10) to collect input on critical facilities.</li> </ul>
4.	<b>Project Schedule and Status</b> <ul style="list-style-type: none"> <li>Risk Assessment Meeting – 03/22/23</li> <li>Public Involvement/Stakeholders – Ongoing</li> <li>Website up and running</li> <li>Mitigation Strategy Workshop – 03/01/23</li> <li>Draft Plan to Core Planning Team – April/May 2023</li> <li>Final Draft Plan to TDEM – May/June 2023</li> <li>Final Draft Plan to FEMA – July/August 2023</li> <li>Plan Adoption – September/October 2023</li> <li>Stakeholder and Public surveys running by 02/10</li> </ul>	Tetra Tech <ul style="list-style-type: none"> <li>Arrange meeting with Steering Committee to have separate meeting to finalize hazard ranking.</li> </ul>
5.	<b>Review/Finalize Hazards of Concern Review</b> <ul style="list-style-type: none"> <li>Review polling results               <ul style="list-style-type: none"> <li>Steering Committee is in agreement on 2023 Hazards of Concern, including addition of Pandemic/Disease Outbreak</li> </ul> </li> </ul>	--



6.	<b>Review/Finalize Goals and Objectives</b> <ul style="list-style-type: none"> <li>• Review polling results           <ul style="list-style-type: none"> <li>◦ Steering Committee is in agreement on 2023 updated goals</li> <li>◦ Steering Committee is in agreement on 2023 objectives</li> </ul> </li> </ul>	--
7.	<b>Public and Stakeholder Outreach</b> <ul style="list-style-type: none"> <li>• Strategy – press releases, social media posts, capture of miscellaneous outreach, HMP website</li> <li>• Stakeholder and Public surveys running by 02/10</li> <li>• Website up and running</li> </ul>	Tetra Tech <ul style="list-style-type: none"> <li>• Wrapping up surveys and sending to County by 02/10.</li> </ul>
8.	<b>Next Steps/Questions</b> <ul style="list-style-type: none"> <li>• Risk Assessment Meeting – 03/22/23</li> <li>• Public Involvement/Stakeholders – Ongoing</li> <li>• Website up and running</li> <li>• Mitigation Strategy Workshop – 03/01/23</li> <li>• Draft Plan to Core Planning Team – April/May 2023</li> <li>• Final Draft Plan to TDEM – May/June 2023</li> <li>• Final Draft Plan to FEMA – July/August 2023</li> <li>• Plan Adoption – September/October 2023</li> <li>• Stakeholder and Public surveys running by 02/10</li> </ul>	County <ul style="list-style-type: none"> <li>• Submit critical facilities survey responses by 02/21.</li> </ul> Tetra Tech <ul style="list-style-type: none"> <li>• Will send critical facilities survey by 02/10.</li> </ul>
9.	<b>Conclusion</b> Call ended at 10:30 CST/11:30 EST	--