

2.0 Planning Process

2.1 – Documentation of the Planning Process

44 CFR 201.6(c)(1): Documentation of the planning process used to develop the plan, including how it was prepared, who was involved in the process, and how the public was involved.

In March 2020, Kansas Region I and its participating jurisdictions began the process to update the Kansas Region I 2015 HMP. It was determined that Jennifer Ellerman, KDEM Mitigation Planner, would serve as the project manager, directing this plan update, and would act as the primary point-of-contact throughout the project.

The State of Kansas contracted with Blue Umbrella Solutions to assist in updating the 2015 Kansas Region I HMP. Blue Umbrella's roles included:

- Ensure that the hazard mitigation plan meets all regulatory requirements
- Assist with the determination and ranking of hazards
- Assist with the assessment of vulnerabilities to identified hazards
- Assist with capability assessments
- Identify and determine all data needs and solicit the information from relevant sources
- Assist with the revision and development of the mitigation actions
- Development of draft and final planning documents

Kansas Region I and its participating jurisdiction undertook the following steps to update and create a robust HMP:

- Review of the 2015 Kansas Region I HMP
- Review of current related planning documents
- Delivery of organizational and planning meetings
- Solicitation of public input as to plan development
- Assessment of potential risks
- Assessment of vulnerabilities and assets
- Development of the mitigation actions
- Development of a draft multi-hazard mitigation plan
- Implementation, adoption, and maintenance of the plan

The process established for this planning effort is based on DMA 2000 planning and update requirements and the FEMA associated guidance for hazard mitigation plans. The FEMA four step recommended mitigation planning process, as detailed below, was followed:

1. Organize resources
2. Assess risks
3. Develop a mitigation plan
4. Implement plan and monitor progress





To accomplish this, the following planning process methodology was followed:

- Inform, invite, and involve other mitigation plan stakeholders throughout the state, including federal agencies, state agencies, regional groups, businesses, non-profits, and local emergency management organizations.
- Conduct a thorough review of all relevant current and historic planning efforts
- Collect data on all related state and local plans and initiatives. Additionally, all related and relevant local plans were reviewed for integration and incorporation.
- Develop the planning and project management process, including methodology, review procedures, details about plan development changes, interagency coordination, planning integration, and the organization and contribution of stakeholders.
- Develop the profile of the county and participating jurisdictions.
- Complete a risk and vulnerability assessment using a Geographic Information System (GIS) driven approach using data from various local, state and federal agency resources.
- Develop a comprehensive mitigation strategy effectively addressing their hazards and mitigation program objectives. This included identifying capabilities, reviewing pre and post disaster policies and programs, identifying objectives and goals, identifying mitigation actions and projects, and assessing mitigation actions and projects.
- Determination and implementation of a plan maintenance cycle, including a timeline for plan upgrades and improvements.
- Submission of the plan to FEMA Region VII for review and approval and the petition all participating jurisdictional governments for a letter of formal plan adoption.

2.2 – 2020 Plan Changes

44 CFR 201.6(d)(3): A local jurisdiction must review and revise its plan to reflect changes in development, progress in local mitigation efforts, and changes in priorities, and resubmit it for approval within 5 years in order to continue to be eligible for mitigation project grant funding

The Kansas Region I HMP has undergone significant revision and upgrading since its last edition. Not only has the region made significant efforts to improve the functionality and effectiveness of the plan itself but it has significantly improved its hazard mitigation program. This grants the region's improved and robust hazard mitigation program a better base to further mold and improve its mitigation strategy over the next five years.

As part of this planning effort, each section of the previous mitigation plan was reviewed and completely revised. The sections were reviewed and revised against the following elements:

- Compliance with the current regulatory environment
- Completeness of data
- Correctness of data
- Capability differentials
- Current state environment





In addition to data revisions, the format and sequencing of the previous plan was updated for ease of use and plan clarity.

During this process, and after a thorough review and discussion with all participating jurisdictions and stakeholders, it was determined that the priorities of the overall community in relation to hazard mitigation planning have not changed during the five years of the previous planning cycle.

2.3 – Mitigation Planning Committee

Upon project initiation a mitigation planning committee (MPC), generally consisting of participating county emergency managers, was formed. From project inception to completion, the MPC was involved in each major plan development milestone, and fully informed through on-site meetings and electronic communication. Prior to the plan's submission to FEMA, the MPC was invited to review the plan and provide input.

In general, all MPC members were asked to participate in the following ways:

- Provide local engagement with all participating jurisdictions
- Attend and participate in meetings
- Assist with the collection of data and information
- Review planning elements and drafts
- Integrate hazard mitigation planning elements with other planning mechanisms
- Facilitate jurisdictional coordination and cooperation
- Assist with the revision and development of mitigation actions

MPC members who were unable to attend meetings due to budgetary or personnel constraints were contacted via email or phone to discuss hazard mitigation planning, including the process, goals, mitigation actions, local planning concerns and plan review.

Each MPC member was thoroughly interviewed regarding their jurisdiction's and sub-jurisdiction's mitigation related activities. These interviews were invaluable in fully integrating the resources necessary to produce this plan, document mitigation activities, and document the mitigation resources available to better increase resiliency.

Additionally, the MPC was used as a conduit to solicit input from all participating jurisdictions under the county. Where appropriate, the MPC solicited the assistance of technical experts from various agencies and groups. When the MPC updated and improved the plan's mitigation strategy, personnel from strategically selected agencies were interviewed to provide input on their mitigation capabilities.

The following participants were selected for the MPC.





Table 2.1: Kansas Region I Mitigation Planning Committee

Participant	Title	Organization
Scott Wiltse	Emergency Manager	Chase County
Mike Haase	Emergency Manager	Geary County
Jarrod Fell	Emergency Manager	Lyon County
Christopher Blackledge	Emergency Manager	Morris County
Jennifer Merrow	Emergency Manager	Pottawatomie County
Pat Collins	Emergency Manager	Riley County
Amy Terrapin	Emergency Manager	Wabaunsee County
Jennifer Ellerman	Hazard Mitigation Planner	State of Kansas
Jeanne Bunting	State Hazard Mitigation Officer	State of Kansas
Matt Eyer	Plan Author	Blue Umbrella Solutions

2.4 – Jurisdictional Representation

Each participating jurisdiction delegated a point of contact to represent that jurisdiction during the planning process. From project inception to completion these representatives were kept fully informed concerning the planning process, milestones, and participation requirements. In general, jurisdictional representatives were asked to participate in the following ways:

- If possible, attend and participate in meetings
- Provide jurisdiction specific data and information
- Review planning elements and drafts
- Integrate hazard mitigation planning elements with jurisdictional planning mechanisms
- Assist with the revision and development of mitigation actions

The following details jurisdictional representation.

Table 2.2: Chase County Jurisdictional Representatives

Jurisdiction	Title
Chase County	Emergency Manager
City of Cedar Point	City Administrator
City of Cottonwood Falls	City Administrator
City of Elmdale	City Administrator
City of Matfield Green	City Administrator
City of Strong City	City Administrator
USD #284 – Chase County	Superintendent
Public Wholesale Water Supply District #26	Director
All RWDs	Director
Flint Hills REC	Director
Lyon-Coffey Electric COOP	Director





Table 2.3: Geary County Jurisdictional Representatives

Jurisdiction	Title
Geary County	Emergency Manager
City of Grandview Plaza	City Administrator
City of Junction City	City Administrator
City of Junction City	Police Chief
City of Junction City	Public Works Director
City of Milford	City Administrator
Cloud County Community College	Director of Auxiliary Services
USD #475 – Geary County	Superintendent
All RWDs	Directors
Bluestem COOP	Director
DS&O REC	Director
Flint Hills REC	Director

Table 2.4: Lyon County Jurisdictional Representatives

Jurisdiction	Title
Lyon County	Emergency Manager
City of Admire	City Administrator
City of Allen	City Administrator
City of Americus	City Administrator
City of Bushong	City Administrator
City of Emporia	City Administrator
City of Emporia	Police Chief
City of Emporia	Fire Chief
City of Hartford	City Administrator
City of Neosho Rapids	City Administrator
City of Olpe	City Administrator
City of Reading	City Administrator
Emporia State University	Director, Safety
Flint Hills Technical College	Dean Enrollment Management
USD #251 – North Lyon County	Superintendent
USD #252 – Southern Lyon County	Superintendent
USD #253 - Emporia	Superintendent
All Rural Water Districts	Directors
Allen Creek Watershed District #89	Director
Salt Creek Watershed Joint District #104	Director
Upper Marais Des Cygnes Watershed Joint District #101	Director
Flint Hills REC	Director

Table 2.5: Morris County Jurisdictional Representatives

Jurisdiction	Title
Morris County	Emergency Manager
City of Council Grove	City Administrator
City of Dunlap	City Administrator
City of Dwight	City Administrator





Table 2.5: Morris County Jurisdictional Representatives

Jurisdiction	Title
City of Latimer	City Administrator
City of Parkerville	City Administrator
City of White City	City Administrator
City of Wilsey	City Administrator
USD #417 – Morris County	Superintendent
USD #481 – Rural Vista	Superintendent
All RWDs	Directors
Diamond Creek Watershed Joint District #61	Director
Lyon Creek Watershed	Director
Rock Creek Watershed Joint District #84	Director
Flint Hills REC	Director

Table 2.6: Pottawatomie County Jurisdictional Representatives

Jurisdiction	Title
Pottawatomie County	Emergency Manager
City of Belvue	City Administrator
City of Emmett	City Administrator
City of Havensville	City Administrator
City of Louisville	City Administrator
City of Olsburg	City Administrator
City of Onaga	City Administrator
City of St. George	City Administrator
City of St Mary’s	City Administrator
City of Wamego	City Administrator
City of Westmoreland	City Administrator
City of Wheaton	City Administrator
USD #320 – Wamego	Superintendent
USD #321 – Kaw Valley	Superintendent
USD #322 – Onaga / Havensville / Wheaton	Superintendent
USD #323 – Rock Creek	Superintendent
USD #384 – Blue Valley	Superintendent
All RWDs	Director
Belvue Drainage District	Director
Cross Creek Watershed Joint District #42	Director
Bluestem Electric COOP	Director
Nemaha-Marshall Electric COOP	Director

Table 2.7: Riley County Jurisdictional Representatives

Jurisdiction	Title
Riley County	Emergency Manager
City of Leonardville	City Administrator
City of Manhattan	City Administrator
City of Manhattan	Police Chief
City of Manhattan	Council Member





Table 2.7: Riley County Jurisdictional Representatives

Jurisdiction	Title
City of Ogden	City Administrator
City of Randolph	City Administrator
City of Riley	City Administrator
Kansas State University	Public Safety, Chief
USD #378 – Riley County	Superintendent
USD #383 – Manhattan / Ogden	Superintendent
USD #384 – Blue Valley	Superintendent
Bluestem Electric COOP	Director
Flint Hills REC	Director

Table 2.8: Wabaunsee County Jurisdictional Representatives

Jurisdiction	Title
Wabaunsee County	Emergency Manager
City of Alma	City Administrator
City of Alta Vista	City Administrator
City of Eskridge	City Administrator
City of Harveyville	City Administrator
City of Maple Hill	City Administrator
City of McFarland	City Administrator
City of Paxico	City Administrator
USD #329 – Mill Creek Valley	Superintendent
USD #330 – Mission Valley	Superintendent
All RWDs	Directors
Bluestem Electric COOP	Director
Flint Hills REC	Director
Kaw Valley REC	Director
Lyon-Coffey Electric COOP	Director

2.5 – Local and Regional Stakeholder Participation

44 CFR Requirement 201.6(b)(2): An opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development, as well as businesses, academia and other private and non-profit interests to be involved in the planning process

Within Kansas Region I there are many jurisdictions and organizations who have a vested interest in participating in the creation and adoption of the hazard mitigation plan. An integral part of the planning process included the identification, development, and coordination of these entities. The Kansas Region I MPC provided the opportunity for neighboring communities, counties, and local and regional development agencies to be involved in the planning process. Where applicable, these entities were kept informed of the hazard mitigation process during state, regional and local emergency management meetings, gatherings and conferences, in person by MPC members, or were solicited for planning information.





It is worth noting that all neighboring Kansas counties are undergoing a similar mitigation planning effort, and as part of this statewide process all county and state planners are working together toward common mitigation goals. During the creation and adoption of this plan communication channels were opened to facilitate the cross pollination of ideas, to incorporate neighboring regions concerns, and to ensure the overall preparedness of the State of Kansas.

In addition, relevant federal, regional, state, local governmental, and private and non-profit entities were also invited to provide input and utilized for information and technical expertise, including, but not limited to:

- American Red Cross
- Center for Disease Control
- FEMA
- Kansas Adjutant General's Office
- Kansas Department of Agriculture, the Kansas Department of Health and Environment
- Kansas Department of Transportation
- Kansas Fire Service, Kansas Water Office
- Kansas Geological Survey
- Kansas State Fire Marshall
- Local and county planning and zoning offices (where available).
- Local business and non-profit entities
- National Oceanic and Atmospheric Administration
- National Weather Service
- Nuclear Regulatory Commission
- Pipeline and Hazardous Materials Safety Administration
- Salvation Army
- United States Army Corp of Engineers, National Resource Conservation Service
- United States Department of Agriculture
- United States Geological Survey

2.6 – Public Participation

44 CFR Requirement 201.6(b): An open public involvement process is essential to the development of an effective plan. In order to develop a more comprehensive approach to reducing the effects of natural disasters, the planning process shall include: (1) An opportunity for the public to comment on the plan during the drafting stage and prior to plan approval

As part of the overall planning process, the public were provided with numerous opportunities to contribute and comment on the creation and adoption of the plan. These opportunities included:

- Advertised meeting invitations on participating jurisdictional websites
- Open meeting opportunities with Kansas Region I MPC members





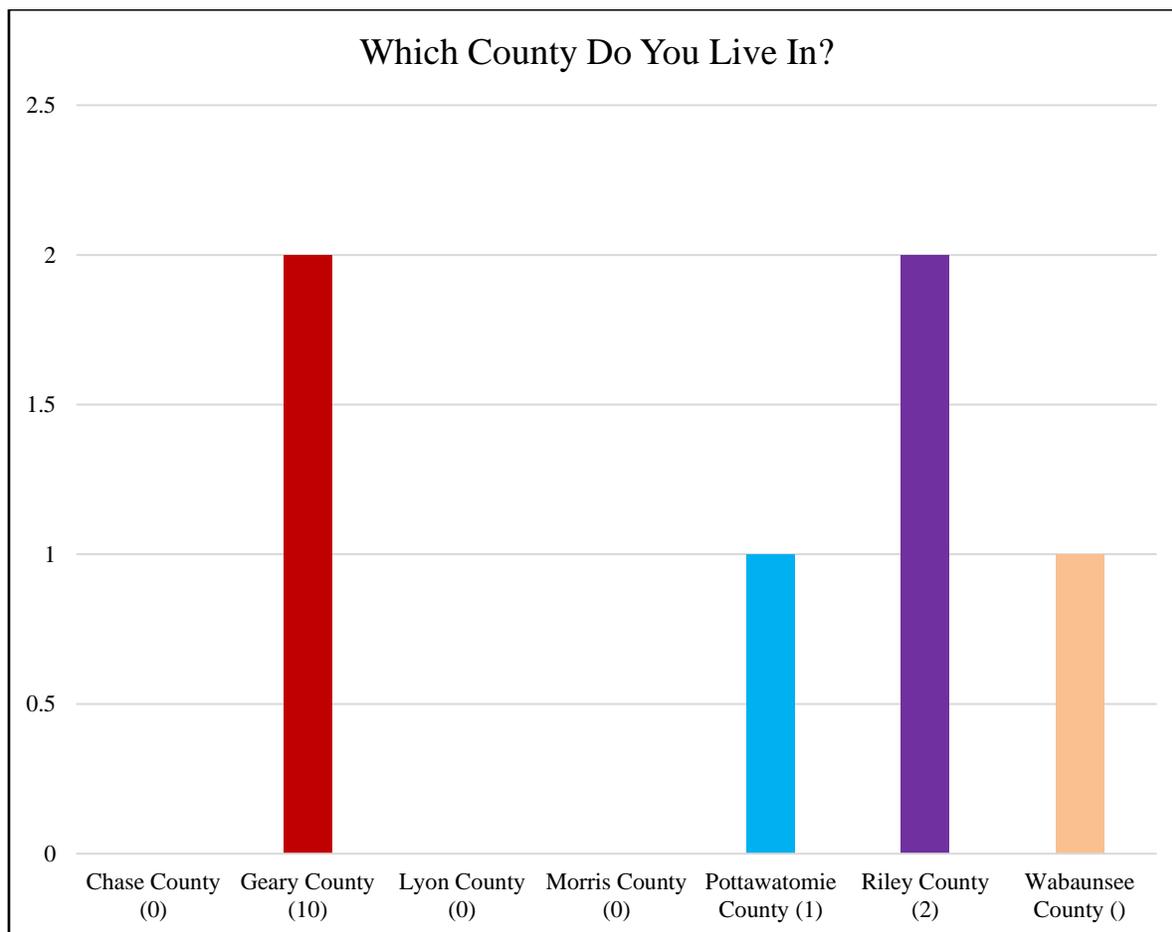
- Access to an online survey document to provide feedback
- Comment period upon completion of draft plan

Input from the general public provided the MPC with a clearer understanding of local concerns, increased the likelihood of citizen buy-in concerning proposed mitigation actions, and provided elected officials with a guide and tool to set regional ordinances and regulations. This public outreach effort was also an opportunity for adjacent jurisdictions and entities to be involved in the planning process.

Additionally, as citizens were made more aware of potential hazards and the local process to mitigation against their impacts, it was believed that they would take a stronger role in making their homes, neighborhoods, schools, and businesses safer from the potential effects of natural hazards.

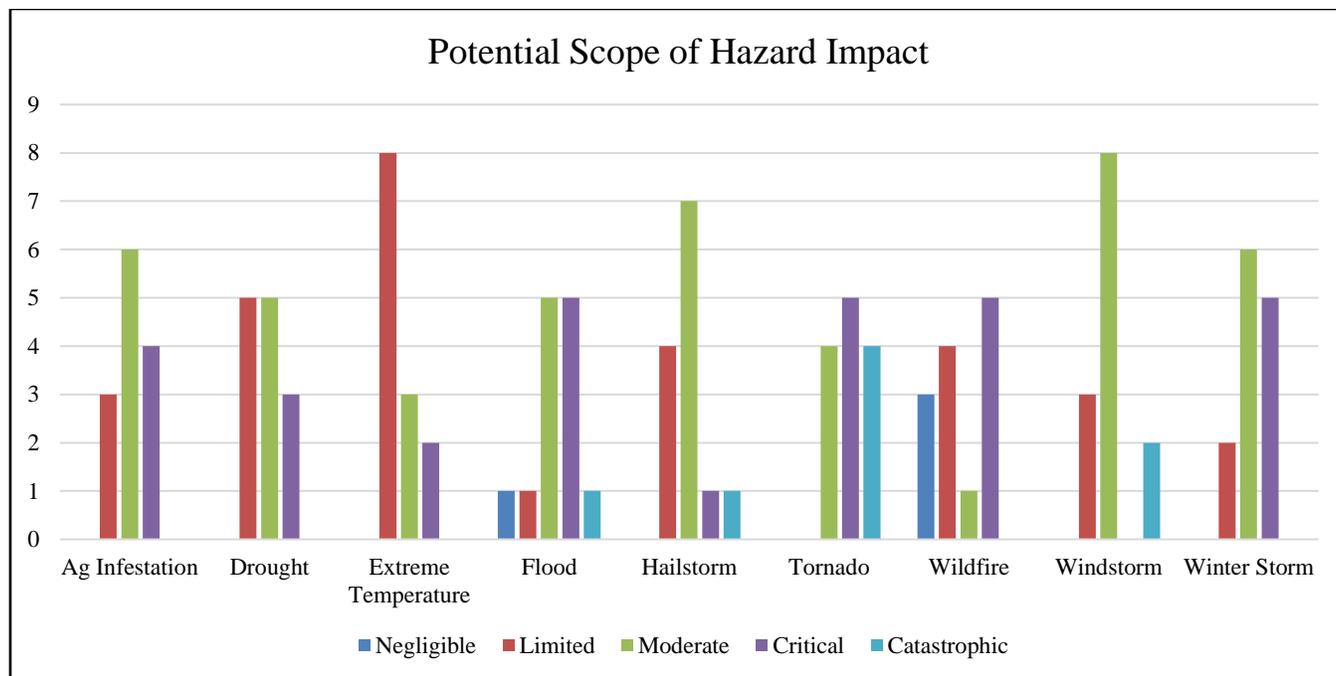
The following graphics represents the feedback received from the public from the online survey document (13 participants).

Question 1: In which county or jurisdiction do you live?

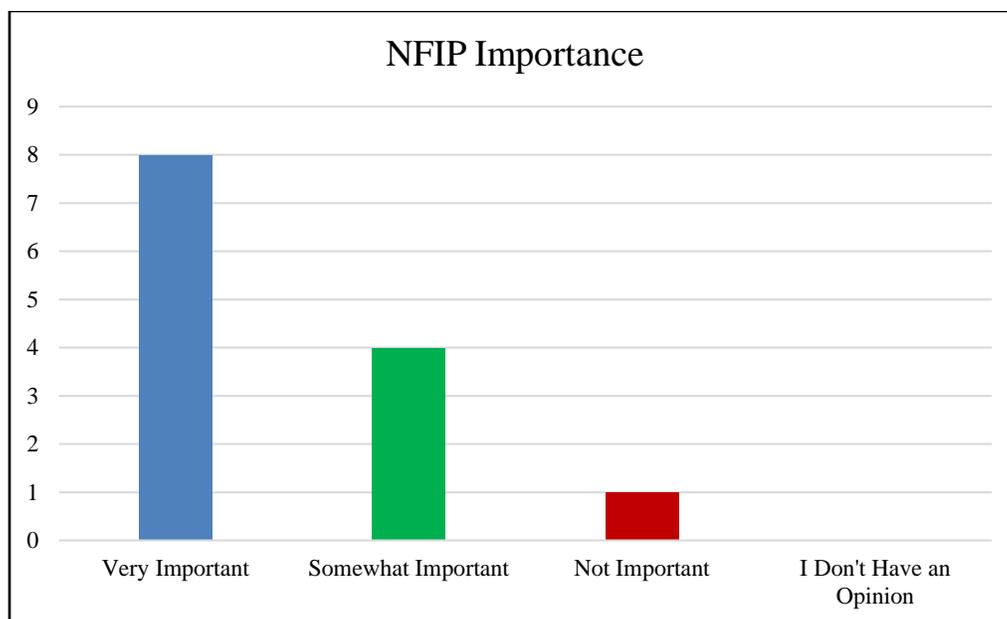




Question 2: In 2014, the Region consisting of Grant, Greeley, Hamilton, Kearny, Morton, Scott, Stanton, Stevens and Wichita Counties, the planning committee determined that the hazards listed below are important to the area. Indicate the level of risk, or the scope of potential impacts, in the Region, that you perceive for each hazard:

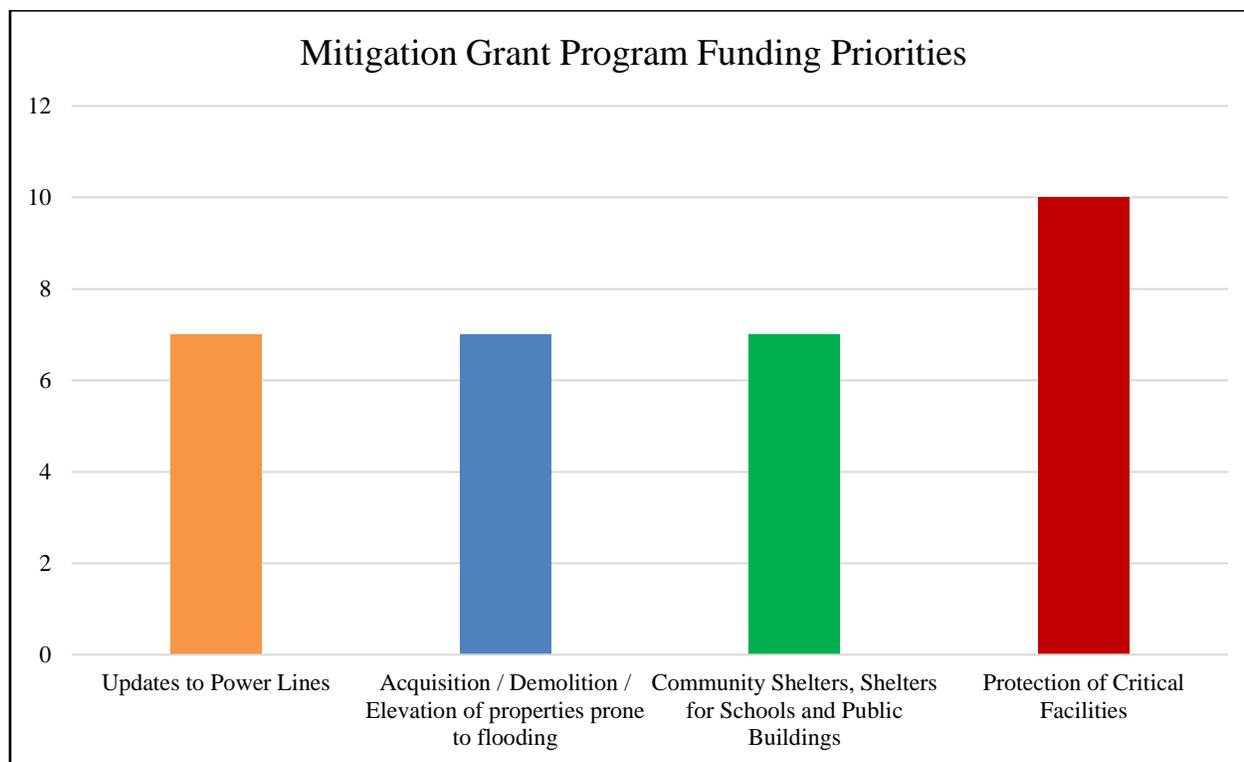


Question 3: In the Region, the planning committee has determined that a flood event is the third most critical hazard. How important is it for you to have your community participate in or continue to participate in the National Flood Insurance Program?

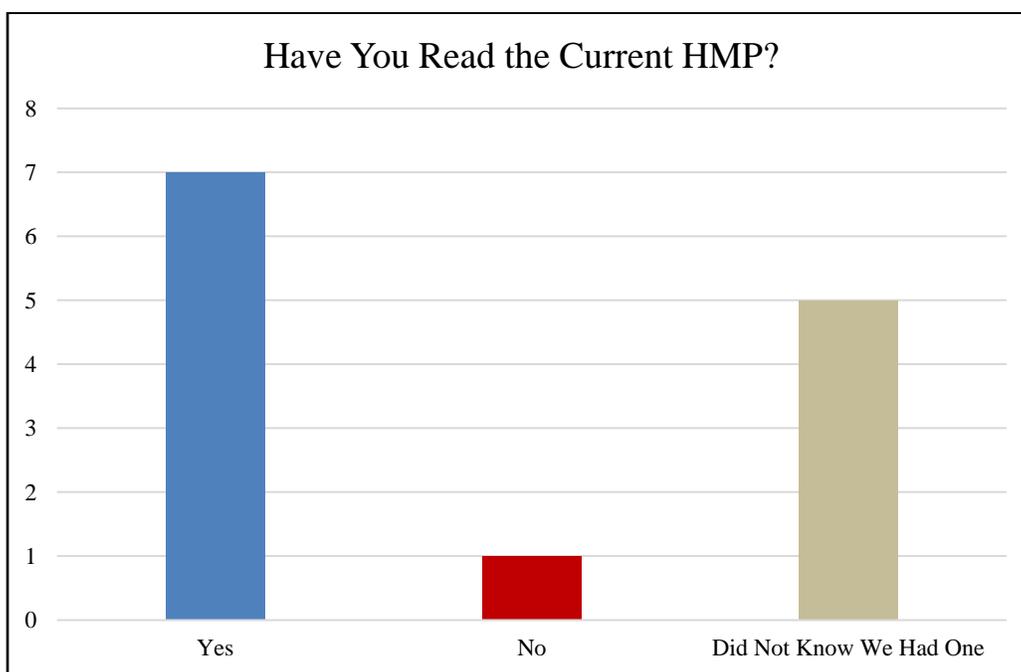




Question 4: The Kansas Division of Emergency Management currently reviews the application for funds for the FEMA Risk Mitigation Grant Program. Your current funding priorities are listed below. Please check those that could benefit your community.

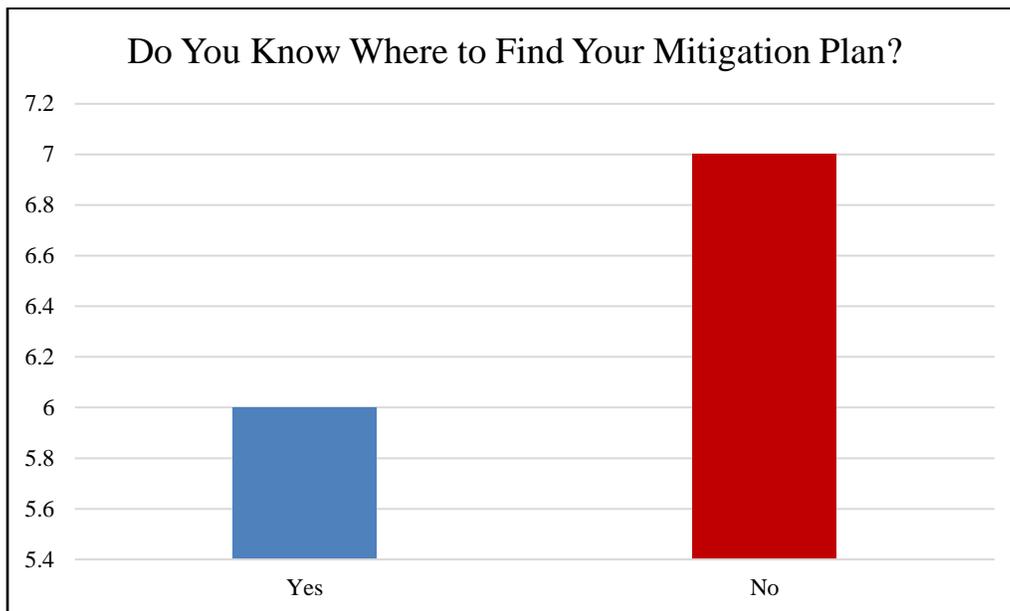


Question 5: Have you had the opportunity to read your current Risk Mitigation Plan?





Question 6: Do you know where you can find the mitigation plan for your county if you would like to see it?



In addition, respondents were given the opportunity to address any local concerns or issues of concern to them.

Question 7: Your opinion is valuable to this planning process. Discuss any other problems that the planning committee should consider when developing a strategy to reduce future losses caused by natural hazard events.

Table 2.9: Kansas Region I Survey Comments, Areas of Concern

Jurisdiction	Comments
Geary County	Power and Communications systems need to be first and priority in case of disasters.
Pottawatomie	Due to the NABF research facility in Manhattan with activation in 2022 there are concerns on safety and security as well as possible aggression involving zoonotic diseases handling.
Riley County	Focus on cutting down the tall grass during spring and summer. Work on all the little cities water runoffs and the flow of their creeks.

Question 8: Do you have any mitigation project that you would like to see implemented and what are they?

Table 2.10: Kansas Region I Survey Comments, Requested Projects

Jurisdiction	Comments
Geary County	There are so many old utilities within Geary Co. and Junction City that need upgrading that it would not take a huge storm to leave the city completely shut down.
Geary County	Safe Rooms at governmental buildings





Table 2.10: Kansas Region I Survey Comments, Requested Projects

Jurisdiction	Comments
Pottawatomie	Primary for safety and security is having a flood secure bridge over the Blue River joining the campus area to Pottawatomie county. 1. The current Highway 24 is prone to flooding and is carrying ever increasing volume (did close in 2019 east of Excel road due to heavy rain) 2. FORT Riley during their Joint Land Use Study directed funds to Blue Township in Pottawatomie county because a large number of army personnel live in the area and it is critical to their efforts to: A) limit growth west side of Manhattan due to training noise and security and B) To assure a safe, all time route to the fort for pilots, officers, and all soldiers in critical situations. This route option, in their interest, is being further studied at their expense. A new Manhattan USD 393 grade school is being built starting this summer. They need a safe and secure bridge for students and staff. In recent survey folks in the area both support the secure bridge concept and express willingness to help finance it. Area counties, with NBAF, would benefit from a well-designed communication system with 'central' dispatch to assure clear, response and back up for all concerns listed in preliminary list of issues. Please
Riley County	Riley city runoff drains and finishing all runoffs near citizens homes.

2.7 – Planning Meetings

Within Kansas Region I there are many jurisdictions and organizations who have a vested interest in participating in the creation and adoption of the hazard mitigation plan. An integral part of the planning process included the identification, development, and coordination of all of these entities. As such, a series of three organizational and planning meetings were scheduled and all past and potential future participants were notified by the State of Kansas as to the dates and locations of the meetings. In addition, communities neighboring the region were invited to participate in the planning process.

It is worth noting that all neighboring Kansas counties are undergoing a similar mitigation planning effort, and as part of this statewide process all county and state planners are working together toward common mitigation goals. During the creation and adoption of this plan communication channels were opened to facilitate the cross pollination of ideas, to incorporate neighboring regions concerns, and to ensure the overall preparedness of the State of Kansas.

A series of kick-off meetings were held with MPC members, available representatives from jurisdictions within the planning region, local and regional stakeholders, and the public invited. At the kickoff meeting, the planning process, project coordination, scope, participation requirements, strategies for public involvement, and schedule were discussed in detail. During the meeting, participants were led through a guided discussion concerning hazard data sourced from their previous hazard mitigation plans. Additionally, research was conducted prior to the meeting on recent regional hazard events to further inform the discussion. Participants were encouraged to discuss past hazard events, past impacts, and the future probability for all identified hazards. At the conclusion of the meeting, all participants were provided with a data collection forms to solicit information needed to properly complete the HMP. The forms asked for information concerning data on historic hazard events, at risk populations and properties, and available capabilities. Additionally, participating jurisdictions were provided with their mitigation





actions from the previous plans for review and comment and asked to identify any additional mitigation actions.

Due to the current COVID-19 pandemic and considering many factors impacting the current planning environment including increased workload, non-standard work hours, staff reductions, and social distancing measures, the mid-term planning meeting was conducted with MPC members. Based upon the initial research, discussions held during the kickoff meetings, information obtained from the data collection forms, additional research, and subsequent discussion with MPC members, the results of the hazard identification, classification, and delineation were discussed in detail. In addition, sections of the HMP were made available for review and comment. Based on the supplied hazard information, participants were asked to assist in the development and review of mitigation goals and actions.

Due to the current COVID-19 pandemic and considering many factors impacting the current planning environment including increased workload, non-standard work hours, staff reductions, and social distancing measures, the final meeting was conducted online. To ensure wide circulation and participation, the Hazard Mitigation Committee members were tasked with conducting outreach to participating jurisdictions within their county. All participants were invited to submit any questions, plan additions, or plan modifications either via email or phone. Revision from this process included modifications to mitigation action items and modifications to capability assessments. The completed draft HMP was then made available for review and comment.

The following table presents the date and location of each planning meeting.

Table 2.11: Kansas Region I Planning Meetings

Meeting Number	Date	Location
1 (Kickoff)	10/05/2020	Geary County
	10/05/2020	Lyon County
2 (Mid-Term)	06/16/2020	On-Line
3 (Final)	07/07/2020	On-Line

Both the minutes and sign-in sheets from all meetings may be found in Appendix C.

2.8 – Existing Plan Incorporation

44 CFR 201.6(b)(3): Review and incorporation, if appropriate, of existing plans, studies, reports, and technical information.

The hazard mitigation plan is an overarching document that is both comprised of, and contributes to, various other jurisdictional plans. In creating this plan, all the planning documents identified below were consulted and reviewed, often extensively. In turn, when each of these other plans is updated, they will be measured against the contents of the hazard mitigation plan.

Below is a list of the various planning efforts, sole or jointly administered programs, and documents reviewed and included in this hazard mitigation plan. While each plan can stand alone, their review and





functional understanding was pivotal in the development of this plan and further strengthens and improves Kansas Region I's resilience to disasters.

- All participating jurisdictions Codes and Ordinances
- All participating jurisdictions Comprehensive Plans
- All participating jurisdictions Critical Facilities Plans
- All participating jurisdictions Economic Development Strategic Plans
- All participating jurisdictions Emergency Operations Plans
- All participating jurisdictions Flood Mitigation Assistance Plan
- All participating jurisdiction Land-Use Plans
- Community Wildfire Protection Plans
- Any other newly created or relevant jurisdictional plan

Information from each of these plans and programs is utilized within the applicable hazard sections to provide data and fully inform decision making and prioritization.

State and Federal Level Plan Integration

The following list illustrates local, state and federal programs integrated, where applicable, and referenced in Kansas Region I's mitigation efforts.

- State of Kansas Hazard Mitigation Plan
- Hazard Mitigation Grant Program
- Flood Mitigation Assistance Program
- National Flood Insurance Program
- Pre-Disaster Mitigation Program
- Repetitive Loss & Severe Repetitive Loss Program
- FireWise Communities Program
- Relevant Dam Emergency Action Plans (if document not secured)
- Community Rating System

Integration Challenges

The 2015 plan update successfully integrated approved Kansas Region I local hazard mitigation plans into one regional HMP. This represents a success of our streamlined program of allowing jurisdictions to participate in multi-jurisdictional regional-level plans. This program not only reduces the cost and the burden to local jurisdictions, it also allows for closer collaboration and integration of local communities in all areas of planning and response. However, and as always, challenges exist due to the day to day demands of the working environment, including scheduling conflicts, budget restrictions, and staffing changes and shortages related to both the utilization and incorporation of the HMP and completion of identified hazard mitigation projects.

