

3.0 MITIGATION PLANNING PROCESS

3.1 Overview

The Hockinson School District's mitigation planning process began in 2015. The District's mitigation plan is consistent with, and draws extensively from, the Washington State K–12 Facilities Hazard Mitigation Plan. However, the Hockinson School District's Hazard Mitigation Plan has an in-depth focus on the District, its facilities, and its people and includes more district-specific content, including district-specific hazard and risk assessments and mitigation priorities.

3.2 Mitigation Planning and Review Teams

The mitigation planning team was led by Sandra Yager, Superintendent, Michelle Scott, Business Manager, Shaniko Ristau, Facility Supervisor, Scott Black, OSPI.

The review committee teams included the following members:

Citizens Advisory Committee: Jennifer Boehlert (Parent), Davis Johns (Parent), Marcia Neff (Community Member), Denise Chicks (Teacher), Kelsey Chappelle (Parent), Scott Swindell (Community Member), Ric Winn (Community Member), Dave Olson (Board Director), Kathy Nordberg (Board Director), Slade McSheehy (Assistant Superintendent), Sandra Yager (Superintendent)

Safety Committee:

Shaniko Ristau (Maintenance Supervisor), Josh Johnson (Assistant Principal), Ron Berry (Security), John Frank (Teacher), Kade Hoots (Lead Custodian) and Sandra Yager (Superintendent).

The mitigation planning team's roles and responsibilities were defined as follows:

- Participate actively in planning team meetings,
- Provide local perspectives re: natural hazards and the threats that they pose to the District's facilities and people.
- Help to identify existing plans, studies, reports, and technical information for inclusion or reference in the mitigation plan.
- Forge consensus on mitigation action items and their priorities.
- Help to facilitate the public outreach actions during the mitigation planning process and review, and
- Provide review comments on draft materials during development of the Hockinson School District Hazard Mitigation Plan.

3.3 Mitigation Planning and Review Team Meetings

Mitigation planning team meetings are documented below with dates and brief summaries. Meeting agendas, attendees, and minutes for the planning team meetings are provided as an Appendix at the end of this chapter.

1st Meeting: April 2015 Mitigation Planning Kick-Off Meeting

Present:

Hockinson District Staff: Neil Brinson and James Packer.

OSPI Staff: Scott Black, Capital Facilities

Consultant: Ken Goettel

Ken and Scott presented an overview of the mitigation planning process, FEMA's requirements and a preliminary assessment of the hazards posing threats to the District's facilities, based on data compiled for the statewide OSPI K-12 Facilities Hazard Mitigation Plan. A discussion focused on the District's three schools (Hockinson Heights Elementary School, Hockinson Middle School and Hockinson High School). Work on the mitigation plan chapters.

2nd Meeting: December 9, 2015 Mitigation Planning Meeting

Present:

Hockinson District Staff: Shaniko Ristau and Michelle Scott

OSPI Staff: Scott Black, Capital Facilities

Scott met with Michelle and Shaniko to update plan. It was determined that the District would postpone the next phase of the process until construction was underway with the new middle school and high school improvements.

3rd Meeting: September 8, 2016 Mitigation Planning Meeting

Present:

Hockinson District Staff: Sandra Yager

Safety Committee: Shaniko Ristau, Josh Johnson, Ron Berry, John Frank,
Kade Hoots

Sandra presented the Mitigation Hazard Plan process to the committee. The mission statement was reviewed and adopted by the committee.

4th Meeting: October 19, 2016 Mitigation Review Meeting

Present:

Hockinson District Staff: Shaniko Ristau

Safety Committee: Josh Johnson, Ron Berry, John Frank,
Kade Hoots.

Safety committee will review the Hazard Mitigation Plan and discuss Action Items list. Comments and meeting minutes will be noted and planning team will consider any changes to Plan.

5th Meeting: November 3, 2016 Mitigation Review Meeting

Present:

Hockinson District Staff: Sandra Yager

Citizens Advisory Committee: **List Members attended**

Citizens Advisory Committee will review Hazard Mitigation Plan and discuss Action Items list. Comments and minutes will be noted and planning team will consider any changes to Plan.

6th Meeting: November 14, 2016 Board of Directors Meeting

Present:

Hockinson District Staff: Sandra Yager

Board of Directors: **List Members attended**

The Board of Directors will review the Hazard Mitigation Plan, discuss Action Items list and discuss public comment. Approval to send to FEMA for review.

3.4 Public Involvement in the Mitigation Planning Process

The District took efforts to involve the public and stakeholders throughout the mitigation planning process, including the following actions:

Notices

The District announced the initiation of the mitigation planning via:

- Posting a notice on the District's website
- Utilized social media sources to promote public input and comment of the plan

Public Meetings

Public meetings were announced via the modes listed above and held on the following dates:

- Meeting 1 Board Meeting November 14, 2016 Board motion to send the plan to EMD – FEMA for review.
 - Summary: Discussed comments received and any comments presented at Board Meeting. (Summary to include that no comments were received if this was the case.)

Review and Comment on Mitigation Plan Drafts

Mitigation plan drafts were posted on the District's website for review. Notices of the District's requests for comments being solicited from all interested parties were made via Hockinson School District website and social media sources.

Key inputs received during the review and comment periods included the following: Insert a list of any significant comments that were received during the review period. If no substantive comments were received, delete this item from your mitigation plan.

- Comment 1
- Comment 2
- Comment 3
-

3.5 Review and Incorporation of Existing Plans, Studies, Reports, and Technical Information.

The Hockinson School District's Hazard Mitigation Plan drew heavily on the content of the Washington State K–12 Facilities Hazard Mitigation Plan and the Pre-Disaster Mitigation parts of the Office of Superintendent of Public Instruction's ICOS (Inventory and Condition of Schools) database. ICOS includes a comprehensive database of school facility information, including condition assessments, remodeling, and modernization and other data bearing on school facilities.

The Pre-Disaster Mitigation part of ICOS was invaluable in providing GIS data for campus locations and for automating the processing and interpretation of technical data relating to natural hazards and the risks that arise from these hazards to the district's facilities and people.

ICOS is an actively maintained database that will be periodically updated, including hazard and risk data. Thus, the strong linkage between ICOS and the district's mitigation planning will keep the mitigation plan "alive" and current and will be especially helpful during the 5-year updates.

Results will also be included in future capital facility planning and school safety plans.