



## Section 7: Plan Maintenance

*What's new* (summary of updated information) ...

- A meeting calendar that projects future meeting dates has been added.
- Items of discussion are listed.
- Successes and challenges are noted
- This unit remains basically unchanged except for editorial changes.

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### 7.1: Interim Final Rule for Plan Maintenance

The Interim Final Rule (IFR) Subsection 201.4 [c] [5] requires the State Hazard Mitigation Plan to include a section that describes the Plan Maintenance Process. "The State Hazard Mitigation Plan shall include a section on the *Plan Maintenance Process* that includes:

- (i) An established method and schedule for monitoring, evaluating and updating the plan.
- (ii) A system for monitoring implementation of mitigation measures and project closeouts.
- (iii) A system for reviewing progress on achieving goals as well as activities and projects identified in the mitigation strategy."

The IFR Subsection 201.4[d] requires the State Hazard Mitigation Plan to be revised and updated every three years. "The Plan must be reviewed and revised to reflect changes in development, progress in statewide mitigation efforts, and changes in priorities and resubmitted for approval to the appropriate Regional Director every three years. The Regional review will be completed within 45 days after receipt from the State, whenever possible. We also encourage a State to review its plan in the post-disaster timeframe to reflect changing priorities, but it is not required."



## 7.2: Method for Monitoring, Evaluating and Updating the Plan

**Note:** This Section has been reviewed and updated where necessary. New editions of the NJ State Mitigation plan will include, among other items, the impact of recent disasters and a discussion of storm water flooding.

To be effective, the State Hazard Mitigation Plan must be kept current. For example, a supplemental section may be needed in the SHMP to address new hazard mitigation needs or issues, re-prioritize existing recommendations, or expand the SHMP to address additional hazards. In the long term, changes in policy and administration may affect the usefulness of the SHMP and the relevance of issues addressed by it.

Following approval by FEMA, the New Jersey State Hazard Mitigation Plan will be updated at least every three years. The SHMP may also be updated following any future Presidential disaster declaration, in which case the State shall review, update (if necessary), and submit the SHMP to FEMA for review and approval following the 15 day period established by 44 C.F.R. 404(c) for preparation and distribution of the Hazard Mitigation Survey Team Report, but no later than 180 days following the date of the declaration unless the State seeks and is granted an extension in accordance with 44 C.F.R. 206.405(d).

If the State Hazard Mitigation Team determines, based on this review, that an amendment to the Plan is warranted, a planning subcommittee will be appointed to develop the changes for consideration by the State Hazard Mitigation Team. Upon approval of the changes and amended plan, FEMA review and approval will be sought. In order to facilitate future planning efficiency and effectiveness, the State Office of Emergency Management, in cooperation with the other Team members, will utilize GIS

The State Hazard Mitigation Plan will also be updated by incorporating approved local hazard mitigation plans, as described in subsection 3.6 of this plan.

In addition to the review and submission procedures set forth above, the State will annually review and update as needed the SHMP in conjunction with the annual review and updating of the State's HMGP Administrative Plan. The results of the annual review and updating shall be submitted to FEMA by September 30 of each year.

The State Hazard Mitigation Officer (SHMO) and the State Hazard Mitigation Team (SHMT) are responsible for monitoring and evaluating implementation of the State Hazard Mitigation Plan and for submitting annual progress reports to FEMA. The progress reports will indicate the status of implementation of the mitigation actions contained within this Plan, and (where appropriate) will include documentation relating to measures that have been implemented.

Designated representatives of the SHMT will be responsible for the monitoring, evaluation and reporting of mitigation activities and related programs to the Chair and Deputy Chair of the SHMT. In support of these activities, NJOEM will do the following for projects funded under FMA, HMGP, SRL, and PDM:

- Establish a tracking and reporting system of organizations including but not limited to:
  - Department of Community Affairs - building codes
  - The Office of Smart Growth and State Planning
  - Department of Environmental Protection - flood plain management, dam safety, coastal, green/blue acres, forest fires also including the Office of the State Geologist and the Office of the State Climatologist.
  - The State Treasury Office of Real Property Management and
  - Department of Banking and Insurance.



- Implement a record keeping and financial management system
- Maintain a file for each project
- Prepare a quarterly progress report

### 7.3: Monitoring Mitigation Measures and Project Closeouts

Mitigation Projects funded by one of the programs administered through the NJOEM are tracked from their initiation. Municipalities that receive grant awards are required to submit a monthly progress report on the status of their project(s). Site visits are conducted to inspect the work that is being performed and to maintain a close association with the municipality. A final site visit is made after project completion to ensure all requirements of the program have been met.

In the future, NJOEM will request that municipalities that have been involved in elevation projects report the success or lack of success of their project when they are affected by a flooding incident.

NJOEM will report to the SHMT on an annual basis the State's progress in meeting the Hazard Mitigation Goals defined in Section 5 of the State Hazard Mitigation Plan.

### 7.4: Reviewing Progress on Achieving Goals, Activities and Projects in the State Mitigation Strategy

**Note:** With the adoption of this edition of the NJ State Hazard Mitigation Plan, local mitigation plans will be required to report on mitigation progress made with FEMA funding and on independently funded mitigation projects.

Executive Order 115 (Florio) requires the State Hazard Mitigation Team (SHMT) to meet "at the call of the Chair, but not less frequently than twice a year." The SHMT met 12 times during the preparation of the 2011 Plan. Dates and discussions are included in Table 3.2.2.—2, Section 3 page 6.

Membership on/in the SHMT is specified in Executive Order 115 but additional members have been added to bring new information to the development of the State's Hazard Mitigation Plan. As an example, representatives of the DEP Green Acres/Blue Acres Program were added to support the acquisition of flood prone properties and the creation of linear parks along the State's rivers and streams.

Meeting dates for the SHMT are set for on or about the second Wednesday of February, May, August and November. To assure the best attendance, a "Save the Date" calendar of meeting dates has been prepared and distributed to SHMT members.

The meeting schedule will remain the same. The State Hazard Mitigation Team will meet at least quarterly and at other times determined by the Chair or Deputy Chair. At these meetings, the State Hazard Mitigation team will review the following factors potentially affecting the State Hazard Mitigation Plan:

- New Presidential Disaster or Emergency Declarations and other applicable events
- Progress in completing tasks listed in the Mitigation Strategies section of the Plan
- Changes in development



- Progress in Statewide mitigation activities, including meeting State Mitigation Goals
  - Project status
  - Projects funded
  - Jurisdictional mitigation plan status
- Change in priorities
- Changes in available funding sources and programs
- Advances in GIS data acquisition and other technologies
- Increases in available information
- Changes in State or Federal laws, including amendments to FEMA rules and guidance; and
- Other factors affecting the Plan, including:
  - Do goals and objectives still address current and expected conditions
  - Have the nature and magnitude of hazard risks and/or development changed
  - Are the current resources appropriate for implementing the plan
  - Are outcomes of actions as expected, and
  - Are agencies and other partners participating as originally proposed

## **7.5: Discussion of Successes and Challenges in Project Implementation and Closeout**

### **7.5.1: Mitigation Success and Challenges**

NJOEM is presently developing this discussion based on a review of project implementation record.

- Mitigation Strategy 2011 Action 314 (Section 5 page 27) has been added to this 2011 Plan.

Analyze FEMA approved municipal and county AHP and synthesize findings into relevant information.
- Element 6.3.2.2 (Section 6 page 11) that identifies mitigation projects has been added

The task of gathering "mitigation information" has been added as a "State Option" to the Local Jurisdiction Crosswalk.

### **7.5.2: Mitigation Success**

- Achieving 20 of the 21 county multi-jurisdictional mitigation plans approvals
- Reporting on on-going State Agency mitigation projects and activities
- Maintenance of FEMA sub-grantee municipal mitigation project records and reporting.
- Bi-annual reporting of continued open-space use of acquired flood prone properties.

### **7.5.3: Mitigation Challenges**

- Increasing the coverage of the local jurisdictional plans to include the non-participating municipalities.



- Review and analyze the approved county and municipal hazard mitigation plans and incorporate meaningful data into the State plan.
- Review of mitigation actions and funded projects to include information on storm water management and impact on the watershed.
- Incorporate changes in 2010 census information.
- Incorporate all the elements of recent disasters
- Strengthening the involvement of the State Hazard Mitigation Team
- Develop immediate Hazard Mitigation Plan web-site up-date procedures.



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