

## CHAPTER 6 – PLAN MAINTENANCE AND ADOPTION PROCESS

This chapter describes the process for approval, evaluation, and maintenance of the Portage County All Hazard Mitigation Plan. This Plan should be regarded as a “living” document, subject to change as conditions, information, and technology change over time. In fact, the Disaster Mitigation Act of 2000 requires that this plan be updated at least every five years.

### Plan Approval Process

Prior to formal adoption of the Portage County All Hazard Mitigation Plan, a draft of the Plan was submitted to each municipality in Portage County for review and comment. The Plan was also posted on the County Website XXXXXX, notification to the public for review and comment. Once comments were received from all municipalities and the general public, the draft was reviewed and recommended for approval by our Hazard Mitigation Work Group on XXXXXXXX, and sent on to the Portage County Emergency Management/Public Safety Committee for review and recommendation on XXXXXX.

The plan was then formally submitted to the Wisconsin Emergency Management Department for review and comment on XXXXXX. On XXXXX, we received comments from the State..... Wisconsin Emergency Management submitted the plan to appropriate federal agencies on XXXXXX to ensure compliance with the Disaster Mitigation Act of 2000 requirements. Portage County received formal approval of plan from FEMA on XXXXX....

The plan was then sent out to each municipality in Portage County for adoption by resolution, and sent to the County Board on XXXX for their approval. On XXXX the County Board of Supervisors adopted the plan by Resolution XXXX. See Appendix E for each municipality’s resolution to adopt the Portage County All Hazard Mitigation Plan.

This adopted plan serves as a guide for Portage County and local units of government to use to formulate programs and policies to aid in reducing losses from natural and technological hazards before they occur. Intergovernmental cooperation is stressed to maximize efficiency in these programs and policies.

### Adoption Resolutions

Insert municipality date and resolution approval.....

Municipality	Date of Adoption
Town of Alban	
Town of Almond	
Town of Amherst	
Town of Belmont	
Town of Buena Vista	

Town of Carson	
Town of Dewey	
Town of Eau Pleine	
Town of Grant	
Town of Hull	
Town of Lanark	
Town of Linwood	
Town of New Hope	
Town of Pine Grove	
Town of Plover	
Town of Sharon	
Town of Stockton	
Village of Almond	
Village of Amherst	
Village of Amherst Junction	
Village of Junction City	
Village of Nelsonville	
Village of Park Ridge	
Village of Plover	
Village of Rosholt	
Village of Whiting	
City of Stevens Point	
Portage County	

### **Plan Coordination**

After formal adoption by the County Board and municipalities, it will be posted on the Portage County’s website under the Emergency Management Department, and hard copies will be made available at libraries and municipal buildings throughout the County. Recommendations from this plan should be incorporated into response plans, comprehensive plans, and other appropriate plans as agencies and organizations review and update these documents. This will be a new effort from our last approved Plan. It was identified to include recommendations into such plans, but this has not been done to date. It is still recommended to be done in this upcoming 5 year period.

### **Plan Maintenance and Monitoring**

As stated earlier, this plan should be looked upon as a “living” document and that planning should be regarded as an ongoing process. Change is a fact of life and changing growth and development patterns can have an effect on the amount of people and property impacted by events.

A Hazard Mitigation Plan is required to be updated every five years; however, this plan will be reviewed every two years by the Emergency Management/Public Safety Committee in conjunction with the Portage County’s annual hazard analysis. Amendments to this plan will be recommended by reconvening the Work Group to

discuss and review, and make recommendations to the Public Safety Emergency Management Committee based on new information, development of new mitigation strategies, and changes to state or federal legislation. One of the recommendations from this process was to maintain and update a more accurate database for hazard occurrences. Part of the review process will involve the creation and auditing of that database for currency and completeness.

Following hazard events, strategies in this Plan should be reviewed to evaluate their effectiveness. This review should take place as soon as possible (within 30 days of an event), involving a representative from all affected local agencies, organizations and stakeholders. Recommendations should be forwarded on to the Portage County Emergency Management Department, Hazard Mitigation Work Group, Public Safety/Emergency Management Committee, and appropriate units of government.

Portage County Emergency Management Department will be the lead agency responsible for convening the Hazard Mitigation Work Group and/or Public Safety/Emergency Management Committee meetings and keeping the local Group updated as to any changes in applicable state and federal laws concerning hazard mitigation. Emergency Management will also function as the keeper of the hazard occurrence database, but may work with other organizations and agencies for data input and maintenance.

In addition to keeping the Hazard Mitigation Work Group up to date, local residents will have the opportunity to see changes in state and federal laws, see postings of future Work Group meetings and make suggestion or comments on the Portage County Emergency Management website.

It is, and will be, important to maintain public participation in the hazard mitigation process. All meetings of the Hazard Mitigation Work Group or discussions regarding hazard mitigation at the Public Safety Emergency Management Committee will be properly noticed and subject to the Wisconsin Open Meetings Law. Any proposed amendments or drafts plans will be available to the public and sent to all municipalities in the County for review and comments. These plans or amendments will be subject to public review and comment prior to action by the Hazard Mitigation Work Group and/or the Public Safety Emergency Management Committee.

In addition, Portage County Emergency Management Department will work with media outlets to promote hazard mitigation strategies that have been implemented from this plan.

In addition, monitoring and tracking plan implementation is needed. It is recommended that this plan be monitored on a yearly basis, in conjunction with the County's Hazard Analysis report. It is also recommended that after events that the strategies be reviewed and identified what has been completed and add in additional strategies based on knowledge from event. It will be the responsibility of the Emergency Management Department to track implementation, update strategies, and keep records on all implementation efforts.