



Purpose

Tetra Tech has prepared these minutes from the August 27, 2013, Steering Committee (SC) meeting for the Cook County Multi-Jurisdictional All Hazards Mitigation Plan (HMP). The purposes of the meeting were to approve the SC ground rules, provide a risk assessment update, review an outline of the Cook County HMP, discuss SC members' review of the Illinois HMP, discuss the hazards of concern for the planning area, draft a definition of "critical facilities," and develop a guiding principle/mission statement for the Cook County HMP.

Meeting Attendees: An attachment to these minutes includes contact information for all meeting attendees and SC members.

Quorum: Yes

Public Comment: There were no public comments.

Handouts: Agenda; Steering Committee Ground Rules; Cook County Multi-Jurisdictional All Hazards Mitigation Plan: Volume 1 – Planning-Area-Wide Elements Table of Contents; example definitions of critical facilities; Cook County Multi-Jurisdictional All Hazards Mitigation Plan Information Bulletin #1, "The Hazard Mitigation Plan;" and Cook County Multi-Jurisdictional All Hazards Mitigation Plan Information Bulletin #2, "The Steering Committee."

Discussion Items

1. Welcome and Introductions

- a. Gene Ryan, Cook County Department of Homeland Security and Emergency Management, welcomed everyone and reviewed building rules, emergency procedures, and restroom locations.
- b. Chair Sam Pulia welcomed everyone to the meeting and thanked them for their participation. Chair Pulia requested and received approval of the meeting agenda and the minutes of the July 23, 2013, SC meeting.

2. Approve Final SC Ground Rules

Rob Flaner reviewed comments and recommendations on the proposed SC ground rules from the State's attorney, which were shown in the ground rules handout.

- a. Based on comments and recommendations from the State's Attorney and SC discussion, the ground rules will be revised to reflect the following changes: the quorum will be met by participation of 15 SC members; SC members may participate and vote via electronic means under specified circumstances and with 24-hour notice to the SC chairperson; and verbal public comments will be limited to 15 minutes total on issues regarding the current meeting's agenda.
- b. Information regarding public comments will be posted on the HMP website and will also be included at the end of each meeting's agenda.



- c. SC members should provide the name and contact information for their alternates to Tetra Tech no later than September 13, 2013. The list of SC members and their alternates will be attached to the SC ground rules.
- d. SC members must provide a certificate of completion for the Open Meetings Act (OMA) training to Tetra Tech no later than September 13, 2013. Gene Ryan will be the OMA designee for the SC and will complete the additional training required by September 13, 2013.
- e. Sandy Anagnostopoulos will revise and format the final approved ground rules. Susie Park will have them posted to the HMP website as soon as possible.

3. Risk Assessment Update

Rob Flaner reviewed the status of data collection efforts for the risk assessment portion of the project. The following key points were discussed:

- a. Tetra Tech has begun the process of collecting data from county, state and federal sources. This data will be sent to the municipal Planning Partners seeking their review and input. Planning Partners will be asked to provide any available relevant data that is of better quality.
- b. There remains some confusion regarding the difference between the HMP and the Threat and Hazard Identification and Risk Assessment (THIRA). While there is overlap between the THIRA and the HMP risk assessment, they are separate processes and separate projects. The risk assessment completed for the HMP will be incorporated into and supports the THIRA, which is broader in scope and will not be released to the public.

4. HMP Framework, Volume 1

Rob Flaner reviewed the draft table of contents for Volume 1 of the HMP, which is the framework for the plan. Rob Flaner will refer to the table of contents as we move through the HMP development process to enable the SC to determine (1) how the HMP pieces fit together and (2) the next steps for developing the HMP.

5. Illinois HMP Review

Rob Flaner opened the discussion by stating that the Cook County HMP must be consistent with the Illinois HMP. The Cook County HMP must assess each risk identified in the State plan, but the SC may reach different conclusions regarding those risks. The HMP must include natural hazards; it may also include non-natural hazards, if the SC determines that it is necessary. (The THIRA will address non-natural hazards.) There was a lengthy discussion about what hazards should be included in the HMP and how they should be incorporated. The following hazards of concern were identified: severe weather, severe winter weather, flooding, drought, earthquakes, tornadoes, dam and levee failures, and other hazards of concern (pandemic, nuclear power plants, evacuees from other counties moving into Cook County, power outages, and hazardous material incidents).



The following key points were discussed regarding the hazards of concern:

- a. The Illinois HMP identifies severe storms, severe winter storms, extreme heat, floods, tornadoes, drought, and earthquakes as natural hazards that affect Cook County.
- b. Flooding will be included as a separate chapter. Earthquakes may also be included as a separate chapter because they can be mapped and assessed.
- c. Severe weather events are important but are difficult to assess because they cannot be mapped before the event occurs. The following natural hazards may be included in severe weather: tornadoes, extreme heat, extreme winter weather (snow/ice), extreme cold, wind, and drought. There will likely be a chapter for severe weather in which all natural hazards that cannot be assessed will be included and profiled.
- d. Power outages occur with nearly every natural hazard. They should be included in the HMP either as a separate hazard of concern or as action plan items for each hazard.
- e. Other hazards of concern that may be included in the same chapter or assessed in separate chapters are dam and levee failures, nuclear power plant accidents, disease outbreaks/pandemics, and hazardous-material incidents.
- f. Emergency services and evacuations are both viable action plan items but cannot be assessed for purposes of the HMP.

6. Critical Facilities Exercise

Due to time constraints, this exercise became SC homework. SC members are to review the example definitions included in the handout and provide feedback via email to Sandy Anagnostopoulos. This feedback will be compiled and a definition of critical facilities will be crafted that reflects that feedback. The definition will be distributed for discussion and approval at the next SC meeting.

7. Guiding Principle/Mission Statement

This agenda item homework assignment has been tabled until the next SC meeting.



Next Steps

Cook County

- Gene Ryan will take the OMA designee training and provide the certificate of completion by September 13, 2013.
- The County will post the approved SC Ground Rules on the HMP website upon receipt from Sandy Anagnostopoulos.

Steering Committee

- SC members who have not already identified an alternate will provide the names and contact information of their alternates to Sandy Anagnostopoulos via email by September 13, 2013.
- SC members will provide a certificate of completion of the Open Meetings Act training to Sandy Anagnostopoulos via email by September 13, 2013.
- SC members will review the example definitions of critical facilities and provide feedback to Sandy Anagnostopoulos via email by September 13, 2013 regarding their preferred definition.

Tetra Tech

- Tetra Tech will revise and format the SC Ground Rules.
- Tetra Tech will compile feedback on the critical facilities definition and prepare a draft definition for distribution to the SC prior to the next SC meeting.

Next Steering Committee Meeting

Tuesday, September 24, 2013, 10:00 a.m. to 12:00 p.m.

Cook County Pedway Conference Room, 69 W. Washington Street, Chicago, Illinois



Points of Contact

Gene Ryan, Cook County Subcommittee Co-Chair
312-603-8547
gene.ryan@cookcountyil.gov

Dana Curtiss, Cook County Subcommittee Co-Chair
312-603-8191
dana.curtiss@cookcountyil.gov

Susie Park, Cook County Director of Finance
312-603-8177
susie.park@cookcountyil.gov

Rob Flaner, Tetra Tech Lead HMP Planner
208-939-4391
rob.flaner@tetrattech.com

Sandy Anagnostopoulos, Tetra Tech Planner
312-201-7723
Sandy.anagnostopoulos@tetrattech.com

Ed Schuessler, Tetra Tech Project Manager
312-201-7766
Ed.schuessler@tetrattech.com

Andy Mazzeo, Tetra Tech THIRA Lead
302-283-2233
Andy.Mazzeo@tetrattech.com



Cook County Department of Homeland Security and Emergency Management
Cook County Multi-Jurisdictional All Hazards Mitigation Plan

Steering Committee Meeting
August 27, 2013

Attachment
Meeting Attendees
(Steering Committee, Planning Team, and Additional Attendees)



Steering Committee Members

Name	Agency/Organization	Email	Phone	Present?
Alexander-Maxie, Yvette	American Red Cross	yvette.alexander@redcross.org	312-907-2008	Y
Bennett, Gerald	Southwest Council of Mayors	mayorbennett@paloshillsweb.org	708-598-3400 ext. 101	N
Bunge, Dave	ComEd	david.bunge@comed.com	815-529-1379	Y
Bush, Leslie	U.S. Army Corps of Engineers	Not available	Not available	N
Cosme, Michael	Metropolitan Water Reclamation District of Greater Chicago	public.affairs@mwrdd.org	312-751-6633	Y
Doughtie, Matt	City of Chicago Office of Emergency Management and Communications	mdoughtie@cityofchicago.org	312-746-9462	Y
Dufkis, Leonard	Cook County Forest Preserve District	leonard.dufkis@cookcountyil.gov	708-771-1551	N
Eber, Brian	Illinois Department of Natural Resources, Office of Water Resources	brian.eber@illinois.gov	847-608-3100 ext. 32059	Y - Phone
Fowler, Mark	North West Municipal Conference	mfowler@nwmc-cog.org	847-296-9200 ext. 25	Y
Frum, Sandra	North West Municipal Conference	frum@northbrook.il.us	847-272-2816	Y
Gallagher, Jack	Village of Oak Lawn	jgallag@oaklawn-il.gov	708-499-7044	N
LaFosse, Ricardo	Cook County Bureau of Technology	Ricardo.LaFosse@cookcountyil.gov	Not available	N
Lovero, Robert	West Cook Municipal Conference	rlovero@ci.berwyn.il.us	708-788-2567	N
Kilday, Mary	Cook County Department of Transportation and Highways	mary.kilday@cookcountyil.gov	312-603-1708	Y



Steering Committee Members

Name	Agency/Organization	Email	Phone	Present?
Mack, Bob	Cook County Department of Transportation and Highways	Robert.Mack1@cookcountyil.gov	312-603-1711	Y
McCurdy, Kelli	City of Chicago, Office of Emergency Management and Communications	kelli.mccurdy@cityofchicago.org	312-590-5036	Y
Miller, Stacy	U.S. Coast Guard	stacy.l.miller@uscg.mil	630-986-2155	Y
Murphy, Barrett	Chicago Department of Water Management	barrett.murphy@cityofchicago.org	Not available	N
Neitzke, Tom	Wheeling Township	tneitzke@wheelingtowship.com	Not available	Y
Neubauer, Jason	U.S. Coast Guard	jason.d.neubauer@uscg.mil	630-986-2155	Y
Paesel, Ed	South Suburban Mayors and Managers Association	paesel@ssmma.org	708-922-4670	N
Pulia, Sam	Village of Westchester	spulia@westchester-il.org	708-345-2873	Y
Quintanilla, Antonio	Metropolitan Water Reclamation District of Greater Chicago	public.affairs@mwr.org	312-751-6633	Y
Ramaker, Jill	North Shore University Health System	jramaker@northshore.org	847-480-2642	Y
Reardon, Jay	Mutual Aid Box Alarm System (MABAS)	reardon@mabas-il.org	847-403-0500	Y
Roulo, Ronald	Nicor Gas	rroulo@nicor.com	630-388-3932	Y
Saewert, Scott	Wheeling Township Commissioner	ssaewert@wheelingtowship.com	847-259-7730 ext. 41	Y
Schaefer, John	South Suburban Public Works Coalition	jschaefer@village.homewood.il.us	708-206-3470	Y



Steering Committee Members

Name	Agency/Organization	Email	Phone	Present?
Schnoes, Kevin	Cook County Department of Environmental Control	Kevin.Schnoes@cookcountyil.gov	312-533-0374	Y
Sheahan, Terry	Chicago Department of Public Health	terry.sheahan@cityofchicago.org	312-745-3133	Y
Snow, Murray	Village of Oak Park	msnow@oak-park.us	708-358-5488	Y
Williams, Lenny	Illinois Army National Guard	leonard.a.williams8.mil@mail.mil	Not available	N



Planning Team Members

Name	Agency/Organization	Email	Phone	Present?
Anagnostopoulos, Sandy	Tetra Tech, Inc.	sandy.anagnostopoulos@tetrattech.com	312-201-7723	Y
Curtiss, Dana	Cook County (DHSEM)	dana.curtiss@cookcountyil.gov	312-603-8191	Y
Duren, Eileen	B2B Strategic Solutions	eileen@b2bssi.com	708-439-2220	Y
Fernandez, Elizabeth	Cook County DHSEM	elizabeth.fernandez@cookcountyil.gov	Not available	N
Flaner, Rob	Tetra Tech, Inc.	rob.flaner@tetrattech.com	208-939-4391	Y – Phone
Graziano, Ron	Cook County DHSEM	ron.graziano@cookcountyil.gov	312-515-7573	Y
Mauer, Julie	B2B Strategic Solutions	juliem@b2bssi.com	224-715-8260	Y
Nugent, Samantha	Cook County DHSEM	samantha.nugent@cookcountyil.gov	Not available	N
O'Toole, Molly	Molly O'Toole & Associates	molly@mollyotoole.com	630-889-9774	Y
Park, Susie	Cook County DHSEM	susie.park@cookcountyil.gov	312-603-8177	Y
Ryan, Gene	Cook County DHSEM	gene.ryan@cookcountyil.gov	312-603-8547	Y
Schuessler, Ed	Tetra Tech, Inc.	ed.schuessler@tetrattech.com	312-201-7766	N
Studnicka, Kent	Cook County DHSEM	kent.studnicka@cookcountyil.gov	405-436-7123	Y
Tilton, Thomas	Cook County DHSEM	thomas.tilton@cookcountyil.gov	312-399-0411	Y



Additional Meeting Attendees

Name	Agency	Email	Phone	Present?
Dring, Reed	Metropolitan Water Reclamation District of Greater Chicago	Not available	Not available	Y
Thompson, Jimmy	Illinois Emergency Management Agency	jimmy.thompson@illinois.gov	847-294-4717	Y