



# Steering Committee Quarterly Meeting Minutes

**Date:** May 24, 2022  
**Time:** 2:00-3:00pm PDT  
**Notetaker:** Tracy To

Table 1: Action Items

#	Action Item	Assignee	Date
1.	Confirm access to SharePoint: <a href="https://constantassociates.sharepoint.com/sites/ClarkCountyMJHMP">https://constantassociates.sharepoint.com/sites/ClarkCountyMJHMP</a>	Steering Committee MEMBERS and ALTERNATES	As soon as possible
2.	Confirm jurisdiction/agency's intent to be included in the Public Involvement Plan (PIP) for this Project. <ul style="list-style-type: none"> <li>Where the final PIP will be posted</li> <li>If a community survey link will be available</li> <li>If the MJHMP project will be shared during an upcoming community meeting/engagement</li> </ul>	Each jurisdiction/agency that will contribute to & adopt the Clark Co MJHMP	As soon as possible. Steering Committee Members please email your responses to: <a href="#">Holly Mann</a> <a href="#">Amanda Ozaki-Laughon</a>
3.	Complete the Hazard Mitigation Planning Questionnaire.	Each jurisdiction/agency that will contribute to & adopt the Clark Co MJHMP	By July 1, 2022 Please upload to your corresponding folder on SharePoint <a href="#">(CLICK HERE)</a>
4.	Provide requested documentation: <ul style="list-style-type: none"> <li>General Plan Safety Element</li> <li>Zoning Ordinance</li> <li>General Plan Land Use Element</li> <li>Fire Code</li> <li>National Flood Insurance Program</li> <li>Emergency Operations Plan</li> </ul>	Each jurisdiction/agency that will contribute to & adopt the Clark Co MJHMP	By July 1, 2022 Please upload to your corresponding folder on SharePoint <a href="#">(CLICK HERE)</a>



	<ul style="list-style-type: none"> <li>• Climate Action/Adoption Plans</li> <li>• Development Code</li> <li>• Community Design Guidelines</li> <li>• Capital Improvement Plans</li> <li>• Storm Water Management Plans</li> </ul>		
5.	Issue calendar invitations for the following quarterly Steering Committee Meeting dates: <ul style="list-style-type: none"> <li>• Tuesday, SEPT 13, 2022 - 11:00AM PT</li> <li>• Tuesday, JAN 17, 2023 - 11:00AM PT</li> <li>• Tuesday, JUNE 06, 2023 - 11:00AM PT</li> </ul>	CONSTANT	As soon as possible
6.	Complete the May 24 Steering Comm Meeting Minutes/Notes	CONSTANT	June 1, 2022

I. Welcome and Administrations

- a. Introductions and Opening Remarks
- b. Ms. Mann started the meeting with opening remarks and a welcome, and housekeeping items regarding participation via Zoom.
- c. Ms. Mann then took attendance for the group.

II. Quarterly Meeting Purpose

- a. Ms. Mann noted that the purpose of meeting would cover the quarterly meeting schedule and project timeline, SharePoint site access and use, public engagement, and the hazard mitigation planning questionnaire.
- b. The tentative dates for the quarterly meetings will take place at 11AM on the following dates:
  - i. September 13, 2022
  - ii. January 17, 2023
  - iii. June 6, 2023
- c. Ms. Mann asked if there were any questions or comments. Hearing none, she moved on to Public Engagement.

III. Public Engagement

- a. Ms. Mann noted that the public involvement plan should be tailored to each jurisdiction responsible for updating the multi-jurisdictional hazard mitigation plan (MJHMP).
- b. Ms. Mann led the group through the plan document that was shared prior to the meeting. She discussed the entities that were part of the adoption process for 2018 and emphasized that there is a need to include and engage jurisdictions and entities that should be involved for the 2023 update and identify what has changed since 2018.
- c. Ms. Mann stated that Constant will provide a scripted summary of the project to allow each jurisdiction to utilize during public engagement meetings to announce the project is underway. A survey will be used to engage the public. Ms. Ross asked if the script was already developed. Ms. Mann stated that the script is to be developed to allow members to review the script prior to finalizing.



- d. Ms. Mann asked if there were any questions. Hearing none, she passed the meeting to Mr. Rosenberg to discuss the questionnaire.

IV. Hazard Mitigation Planning Questionnaire

- a. Mr. Rosenberg led the group through information required for the hazard mitigation planning, which include National Flood Insurance Program structures, critical infrastructure community assets, prior mitigation efforts and resources, cultural and historical resources, and community engagement.
- b. Mr. Rosenberg further requested that each jurisdiction/organization provide a list of capabilities with a one-month deadline.
- c. Mr. Rosenberg gave a brief update on the FEMA hazard mitigation tool kit, which requires climate change to be addressed in all hazard mitigation plans either as its own hazard or in individual hazards, such as flooding and extreme heat. FEMA also requires addressing equity as well.
- d. Mr. Rosenberg emphasized that having concrete actionable items in the hazard mitigation plan will help make jurisdictions eligible for grant funding when applying.
- e. Ms. Mann mentioned that the questionnaire will be made into a fillable form to make it easier for distribution to stakeholders.
- f. Ms. Mann asked if there were any further questions. Hearing none, she moved on to next steps and action items.

V. Next Steps and Action Items

- a. Ms. Mann led the group through next steps, including finalizing the Public Involvement Plan (PIP), distribution of meeting minutes, redistribution of a shared site for documentation sharing, and assist hosting jurisdictions with public engagements.
- b. Ms. Mann highlighted action items for the Project Management team for Clark County, including preparation for one of the project’s community engagements during the July 9 Local Emergency Planning Committee (LEPC) meeting.
- c. Ms. Mann requested that the Steering Committee members add supporting documentation to the SharePoint site, complete the questionnaire, and coordinate with CONSTANT for support on public engagements.
- d. Ms. Mann asked if there were any other questions or any further feedback. Hearing none, she concluded the meeting.

**Table 2:** Meeting Attendees

#	Name	Position	Organization/Department
1.	Holly Mann	Project Manager	CONSTANT
2.	Tracy To	Project Support	CONSTANT
3.	Lee Rosenberg	Subcontracted Support	Navigating Preparedness Associates
4.	Angeline Szymanski	Steering Committee Member	Clark County Water Reclamation District
5.	Arthur Perillo	Steering Committee Member	City of Las Vegas, Fire



6.	Bradley Iverson	Steering Committee Alternate	City of Las Vegas
7.	Brian Richmond	Steering Committee Member	State of Nevada
8.	Brian Scroggins	Steering Committee Member	City of Las Vegas
9.	Carlito Rayos	Steering Committee Member	Clark County
10.	Clint J Spencer	Steering Committee Member	Clark County Public Works
11.	Corey Ross	Steering Committee Member	City of Las Vegas Valley Water District
12.	Craig McDougall	Steering Committee Member	Clark County, Regional Flood
13.	Dustin Schelin	Steering Committee Member	Las Vegas Fire & Rescue
14.	Harriett Parker	Steering Committee Member	Las Vegas Paiute Tribe
15.	Jeff Harper	Steering Committee Member	Moapa Paiute Tribe
16.	Jeremy Hynds	Steering Committee Lead	City of Henderson
17.	Josie Ross	Steering Committee Alternate	City of Henderson
18.	Michael Wilson	Steering Committee Member	Clark County School Districts
19.	Misty Richardson	Steering Committee Member	Clark County Office of Emergency Management and Homeland Security
20.	Misty Robinson	Subject Matter Expert	Southern Nevada Health District
21.	Sam Baker	Steering Committee Member	Environment and Sustainability
22.	Travis Anderson	Steering Committee Member	City of North Las Vegas