

SECTION 3 PLANNING PROCESS

A successful planning process builds partnerships and brings together members representing government agencies, the public, and other stakeholders to reach consensus on ways the community will prepare for and respond to those hazards most likely to occur. Applying a comprehensive and transparent process adds validity to the Hazard Mitigation Plan (HMP). Participants involved in the HMP planning process gained better understanding of problems and issues, and helped devise solutions and actions for the community—resulting in a revised set of common community values and widespread support for directing financial, technical, and human resources to agreed-upon actions.

The planning process was an integral part of updating the Dauphin County HMP. This section describes the planning process used to update the HMP, with participation from **all 40** municipalities. This section also describes the hazard mitigation Steering Committee, Planning Team, meetings and documentation, public and stakeholder participation, multi-jurisdictional planning, and existing planning mechanisms implemented during the HMP update process. Additional details about the process of updating each section of this HMP appear at the beginnings of those sections.

3.1 UPDATE PROCESS AND PARTICIPATION SUMMARY

In accordance with the Disaster Mitigation Act of 2000 (DMA 2000) requirements, this plan documents the following topics:

- Planning process
- Hazard identification
- Risk assessment
- Mitigation strategy: goals, actions, and projects
- Formal adoption by the participating jurisdictions
- Pennsylvania Emergency Management Agency (PEMA) and Federal Emergency Management Agency (FEMA) approval

The PEMA All-Hazard Mitigation Planning Standard Operating Guide lays out the standard planning process in Pennsylvania to create and update HMPs (including this HMP), and is cited in Appendix A, under Authorities and References. Hazard vulnerabilities and the risk assessment are described in Section 4 (Risk Assessment), and the mitigation strategy is described in Section 6 (Mitigation Strategy) of this HMP.

Public participation and planning meetings served as the main forum for gathering information to update the HMP. The Steering Committee and Planning Team were afforded access to information in relevant and approved plans, policies, and procedures for Dauphin County. Opportunities for public participation included a public meeting, distribution of information at municipal meetings, and chances to the review and comment on the draft HMP update. To develop all sections of the HMP, the Planning Team used meetings, e-mail correspondence, and teleconferences to solicit input from county, municipal, and other stakeholders, including members of the general public. Most information received for this update came from Dauphin County, its municipalities, and the Steering Committee. Through this planning process, the county established a comprehensive approach to reduce effects of hazards on the county and its municipalities.

3.2 THE PLANNING TEAM

Recognizing the need to manage risk within the county, and to meet the requirements of the DMA 2000, the Dauphin County Department of Public Safety led the update to the 2015 HMP. Ms. Lexi Passaro, Planning Specialist, developed a Steering Committee to provide guidance and direction to the planning effort, and to ensure the resulting document will be embraced both politically and by the constituency within the planning

area. Ms. Passaro served as chair of the Steering Committee. Throughout the planning process, Ms. Passaro served as the lead planner and point of contact for the planning process. The Steering Committee was comprised of the following individuals:

- Lexi Passaro, Planning Specialist, Dauphin County Department of Public Safety
- Chris Fisher, Manager – Office of Emergency Management, Dauphin County Department of Public Safety
- Andy Megonnell, Emergency Management Agency (EMA) Training Specialist, Dauphin County Department of Public Safety
- Bob Stout, Emergency Management Specialist, Dauphin County Department of Public Safety
- Doug Brown, Deputy Director, Dauphin County Community and Economic Development
- Eric Naguski, Manager, Dauphin County Conservation District
- Bonnie Kent, Operations Manager/Community Liaison, Northern Dauphin Human Services Center, Dauphin County Human Services
- Andrew Woodring, IT Security Administrator, Dauphin County Office of Information Technology
- Gerard Duke, Dauphin County Planning Coordinator, Tri-County Regional Planning Commission (TCRPC)
- Brian Enterline, Fire Chief and Emergency Management Coordinator (EMC), City of Harrisburg
- Rhonda Hakundy, Pennsylvania Department of Environmental Protection (PA DEP) South Central Regional Office Source Water Protection
- Geoffrey Knight, Planning Director and Floodplain Administrator, City of Harrisburg
- Joe Ritchey, Risk Manager, Capital Region Water
- Bob Rusbatch, EMC, Dauphin Borough and Middle Paxton Township
- Bill Bradfield, National Flood Insurance Program (NFIP) Program Manager, Pennsylvania Emergency Management Agency (PEMA)
- Ernie Szabo, State Hazard Mitigation Planner, PEMA
- Alan Margraf, Director of Facilities Operation, Pennsylvania State System of Higher Education (PASSHE)
- Mari Radford, Community Planning Lead, Federal Emergency Management Agency (FEMA) Region III
- Tony Subbio, Project Manager, Tetra Tech, Inc. (Tetra Tech)

The Steering Committee was charged with the following tasks:

- Providing guidance and overseeing the planning process on behalf of the general planning partnership (Planning Team).
- Attending and participating in Steering Committee meetings.
- Assisting with the development and completion of certain planning elements, including:
 - Reviewing and updating the hazards of concern
 - Developing a public and stakeholder outreach program
 - Assuring the data and information used in the plan update process is best available
 - Reviewing and updating the hazard mitigation planning goals and objectives
 - Identifying and screening of appropriate mitigation strategies and activities
 - Reviewing and updating plan maintenance procedures
- Reviewing and commenting on plan documents prior to submission to PEMA and FEMA.

A Planning Team was assembled to represent each of the municipalities participating in the HMP update, as well as invited stakeholders and members of the Steering Committee. The following organizations were invited to participate on the Planning Team:

Dauphin County Jurisdictions

- Dauphin County
- Berrysburg Borough
- Conewago Township
- Dauphin Borough
- Derry Township
- East Hanover Township
- Elizabethville Borough
- Gratz Borough
- Halifax Borough
- Halifax Township
- Harrisburg C
- Highspire Borough
- Hummelstown Borough
- Jackson Township
- Jefferson Township
- Londonderry Township
- Lower Paxton Township
- Lower Swatara Township
- Lykens Borough
- Lykens Township
- Middle Paxton Township
- Middletown Borough
- Mifflin Township
- Millersburg Borough
- Paxtang Borough
- Penbrook Borough
- Pillow Borough
- Reed Township
- Royalton Borough
- Rush Township
- South Hanover Township
- Steelton Borough
- Susquehanna Township
- Swatara Township
- Upper Paxton Township
- Washington Township
- Wayne Township
- West Hanover Township
- Wiconisco Township
- Williams Township
- Williamstown Borough

Educational Institutions

- Bishop McDevitt
- Capital Area Head Start
- Capital Area Intermediate Unit
- Capital Area School for the Arts
- Center for Safe Schools
- Central Dauphin School District
- Covenant Christian Academy
- Dauphin County Technical School
- Derry Township School District
- Halifax Area School District
- Harrisburg Area Community College
- Harrisburg Catholic Elementary School
- Harrisburg Christian School
- Harrisburg School District
- Hershey Christian Academy
- Holy Name of Jesus
- Infinity Charter School
- Juvenile Court Dauphin County
- Londonderry School
- Lower Dauphin School District
- Middletown Area School District
- Millersburg Area School District
- Milton Hershey School
- New Story School
- Northern Dauphin Christian School
- PA Cyber School
- Pennsylvania State System of Higher Education
- Roman Catholic Diocese
- Saint Catherine Laboure
- Saint Joan of Arc Hershey
- Saint Margret Mary School
- Saint Steven's Episcopal School
- Seven Sorrows BVM
- St Joan Of Hershey
- Steelton-Highspire School District
- Susquehanna Township School District
- Sylvan Heights Science Charter School
- Temple University – Downtown Harrisburg Campus
- The Capital Academy
- The Circle School
- The Samuel School
- The Silver Academy
- The Vista School
- Upper Dauphin Area School District
- Williams Valley School District

Hospitals

- Penn State Milton S Hershey Medical Center
- Pinnacle Health / UPMC Harrisburg Hospital
- UPMC Community Osteopath Hospital

Fire Departments

- Berrysburg Volunteer Fire Company
- Carsonville Fire Company
- Ft. Indiantown Gap Fire (Lebanon Co)
- Grantville Volunteer Fire Company
- Londonderry Volunteer Fire Company
- Lower Allen Township Fire (Cumberland)
- Paxtonia Volunteer Fire Company
- Penbrook Volunteer Fire Company
- Steelton Volunteer Fire Company
- Susquehanna Area Regional Airport Authority Fire (HIA)



- Chemical Fire Company of Hummelstown
- Colonial Park Fire Company
- Dauphin County Hazardous Materials Response Team
- DCCA
- Duncannon (Perry County)
- East Hanover Volunteer Fire Company
- Fisherville Fire Company
- Gratz Volunteer Fire Company
- Halifax Volunteer Fire Company
- Harrisburg Fire Department
- Hershey Fire
- Highspire Volunteer Fire Company
- Liberty Hose Co. No. 2 of Lykens
- Linglestown Fire Company
- Lower Swatara Volunteer Fire Company
- Middle Paxton Volunteer Fire Company
- Middletown Volunteer Fire Company
- Millersburg Volunteer Fire Company
- PA 193rd SOW Fire Department
- Paxtang Volunteer Fire Company
- Pillow Volunteer Fire Company
- Progress Volunteer Fire Company
- Reliance Hose Co. No. 1 of Elizabethville
- River Rescue
- Royalton Volunteer Fire Company
- South Hanover Volunteer Fire Company
- Susquehanna Volunteer Fire Company
- Swatara Township Fire Company
- Three Mile Island Fire
- West Hanover Fire Company
- Wiconisco Volunteer Fire Company
- Williamstown Volunteer Fire Company

Police Departments

- Adult Probation Office
- Capitol Police Department
- Dauphin County Coroner
- Dauphin County Criminal Investigative Division
- Dauphin County Sheriff
- Derry Township Police Department
- Halifax Borough Police Department
- Harrisburg International Airport Police Department
- Harrisburg Police Department
- Highspire Borough Police Department
- Hummelstown Borough Police Department
- Juvenile Probation Office
- Lower Paxton Township Police Department
- Lower Swatara Township Police Department
- Lykens Borough Police Department
- Middletown Borough Police Department
- Millersburg Borough Police Department
- Penbrook Borough Police Department
- Penn State University Middletown Police Department
- Pennsylvania State Police Harrisburg Barracks
- Royalton Borough Police Department
- Steelton Borough Police Department
- Susquehanna Township Police Department
- Swatara Township Police Department
- Wiconisco Township Police Department

Emergency Medical Services (EMS) Agencies

- Halifax EMS
- Hersheypark EMS
- Life Lion
- Life Team
- Londonderry EMS
- Millersburg EMS
- Northwest EMS (Lancaster County)
- South Central EMS
- Susquehanna Township EMS
- Williamstown EMS

Retirement, Personal Care, and Nursing Homes

- Aveanna Healthcare
- Brookdale Senior Living
- Butler Street Senior Living Personal Care Home
- Colonial Park Care Center
- Commonwealth Senior Living
- Country Meadows
- Country Meadows of Hershey
- Frey Village
- Homeland Center
- Homeland Center and Homeland Hospice
- Homeland Hospice
- Hospice of Central PA
- Jewish Home of Greater Harrisburg
- Middletown Home
- Paxton Ministries
- Penn State Health Transitional Care Unit
- Penn State Milton S. Hershey Medical Center
- Premier at Susquehanna
- Spring Creek
- The Gardens at Blue Ridge

Neighboring Jurisdictions				
• Cumberland County DPS	• Lebanon County DES	• Northumberland County Department of Public Safety	• Schuylkill County Emergency Management Agency	• York County Office of Emergency Management
• Lancaster County EMA	• Perry County EMA			
Other Stakeholders				
• American Red Cross	• Harrisburg Regional Chamber	• Paxton Ministries	• Pennsylvania Public Transit Association	• Tri-County Regional Planning Commission
• Capital Area Transit	• Hershey Entertainment and Resort Company	• Pennsylvania American Water	• Pennsylvania Turnpike Commission	
• Capital Region Water	• Federal Emergency Management Agency	• Pennsylvania Department of Environmental Protection	• South Central Task Force	
• Harrisburg International Airport	• Jewish Federation of Greater Harrisburg	• Pennsylvania Emergency Management Agency	• Susquehanna Area Regional Airport Authority	

For a complete list of individual invitees, participants, attendance at meetings, completion of worksheets, or submission of comments, please refer to Appendices C through E.

The Planning Team acknowledged that important steps in developing a comprehensive HMP were identifying hazards that specifically affect Dauphin County, and assessing their likelihood of occurrence, along with potential damage to the people, property, and environment of the county. The Planning Team chose to focus on an all-hazards approach rather than to narrow the focus to natural disasters only.

As the contract consultant, Tetra Tech guided the Steering Committee and Planning Team through the HMP update planning process. More specifically, Tetra Tech was tasked with:

- Assisting with the organization of a Steering Committee and Planning Team
- Assisting with the development and implementation of a public and stakeholder outreach program
- Collecting data
- Facilitating and recording attendance at meetings
- Assisting with the review, update, and ranking of the hazards of concern, and hazard profiling, and risk assessment
- Assisting with the review and update of mitigation planning goals and objectives
- Assisting with the review of progress of past mitigation strategy
- Assisting with the screening of mitigation actions and the identification of appropriate actions
- Assisting with the prioritization of mitigation actions
- Authoring of the draft and final HMP documents

3.3 MEETINGS AND DOCUMENTATION

Tetra Tech assisted the county in drafting planning documents, preparing meeting materials, and facilitating meetings. The Steering Committee reviewed documentation, provided validation, and acted as an advocate for the HMP update.

Table 3-1 lists dates and descriptions of meetings held by the Dauphin County Steering Committee and Planning Team as part of the process of updating the Dauphin County HMP.

Table 3-1. Public and Planning Meetings

Date	Description of Meeting
September 3, 2020	Kickoff meeting with the Steering Committee
September 24, 2020	Kickoff Meeting with Planning Team members, including five-year plan review and plan update process, evaluation of identified hazards, capability assessment, and mitigation strategy review.
March 10, 2021	Planning Team Meeting to review the results of the risk assessment. The Planning Team members identified problem areas and issues throughout the County for each hazard.
March 11– April 16, 2021	Direct outreach and teleconference discussions with municipalities, to garner as much participation in the planning process as possible.
March 24, 2021	Mitigation Strategy Workshop to review mitigation goals, objectives, actions and current plan status with the Planning Team.
TBD	Public HMP Draft Review Meeting to receive comments on the draft HMP.
TBD	HMP adoption by County Commissioners.

The Steering Committee followed up each meeting with meeting notes that documented all agenda topics, decisions, and action items identified. The meeting minutes were posted to the project website. Documentation from all meetings is located in Appendix C.

Dauphin County residents were informed of the planning process through various sources, including newspaper-announced public notices and announcements on the Dauphin County HMP project website (dauphincountyhmp.com).

The Risk Assessment Review Meeting and Draft Review Meeting were advertised as a public meeting (see Figure 3-1). No members of the general public attended. Any subsequent supporting documentation provided by county residents will be included in Appendix E (Public and Stakeholder Participation).

Figure 3-1. Public Meeting Public Notices

Legal Ad

Dauphin County is updating its Hazard Mitigation Plan (HMP). The HMP documents the county's vulnerability to natural and manmade hazards, and the county's and municipalities' strategies to reduce that vulnerability. There will be an informational public webinar to discuss the hazards we face and the planning effort on March 10, 2021 from 6:00-8:00 p.m. All interested residents, businesses, and other stakeholders are invited to attend. Please visit <https://www.dauphincountyhmp.com/> for the meeting link. Contact the Dauphin County Department of Public Safety, Office of Emergency Management at 717-558-6800 for more information.

By Order of the Dauphin County
Department of Public Safety

3.4 PUBLIC AND STAKEHOLDER PARTICIPATION

To maximize effectiveness of the HMP, the Planning Team fostered continual public and stakeholder engagement. Input was encouraged and collected through a variety of methods. Five worksheets/surveys— the Hazard/Risk Identification Survey, Capabilities Assessment Survey, NFIP Survey, Mitigation Strategy 5-Year Plan Review Worksheet (Mitigation Review Worksheet), and the Municipality Mitigation Strategy Review — were given to representatives from each municipality in Dauphin County. Of the county and 40 municipalities surveyed in Dauphin County, 36 jurisdictions (the county and 35 municipalities) provided information so that their input could be reviewed and incorporated into the updated HMP.

The following entities with vested interest in development of the updated HMP were given the opportunity to participate in the planning process by attending a Planning Team or public meeting, or by offering comments on the project website: local, state, and federal agencies; neighboring jurisdictions (i.e., Cumberland, Lancaster, Lebanon, Northumberland, Schuylkill, and York Counties in Pennsylvania; community leaders; educators; healthcare facilities; and other relevant private and nonprofit groups. Invitations to participate in meetings were sent to those stakeholders. Appendix E includes a copy of the Planning Team meeting invitation list and sample copies of invitation letters sent. Meeting invitations were also sent to all municipalities including elected officials and Emergency Management Coordinators. Additionally, direct outreach by phone or one-on-one meetings was conducted with municipalities who were unable to attend other meetings or who had questions about worksheets, participation requirements, the planning process, or mitigation project selection. 27 municipalities in Dauphin County had representatives attending at least one meeting; two more of the participating municipalities provided information through individual contact.

Through public notices published in the local newspapers, the groups listed in Section 3.2 and the general public were invited to visit the project website, review the draft county HMP update, and send comments to the Dauphin County Department of Public Safety. Copies of the public notices and other forms of public and stakeholder outreach are presented in Appendix E.

Throughout the course of the entire planning process, the following stakeholder organizations participated:

• American Red Cross	• Federal Emergency Management Agency (FEMA) Region III	• Lower Dauphin School District	• Pennsylvania Emergency Management Agency (PEMA)
• Berrysburg and Community Fire Company	• Halifax Area School District	• Lower Paxton Township Police Department	• Pennsylvania State System of Higher Education (PASSHE)
• Bishop McDevitt High School	• Halifax Fire Department	• Millersburg Area Ambulance	• PSP Lykens Station
• Capital Area School for the Arts Charter School	• Harrisburg International Airport	• Millersburg Area School District	• South Central Emergency Medical Services
• Capital Region Water	• Harrisburg International Airport Fire Department	• Millersburg Police	• South Central Task Force
• Central Dauphin School District	• Hershey Entertainment and Resort Company	• Paxtang Fire Company	• State Library of Pennsylvania
• Citizens Fire Company	• Hershey Fire Department	• Paxton Ministries	• Steelton Fire Department
• Colonial Park Care Center	• Highspire Police Department	• Penbrook Borough	• Steelton-Highspire School District
• Colonial Park Fire Company	• Homeland Center and Homeland Hospice	• Penn State Health System	• Sylvan Heights Science Charter School
• Country Meadows	• Hospice of Central PA	• Penn State Milton S. Hershey Medical Center	• The Hospital and Healthsystem Association of Pennsylvania
• Cumberland County DPS	• Hummelstown Borough Police Department	• Penn State Milton S. Hershey Medical Center Life Lion Critical Care Transport	• Tri-County Regional Planning Commission (TCRPC)

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| • Dauphin County Hazardous Materials Response Team | • Jewish Federation of Greater Harrisburg | • Pennsylvania Air National Guard, 193rd Special Operations Wing | • UPMC Pinnacle |
| • Dauphin Middle Paxton Fire Company | • Lebanon County Department of Emergency Services | • Pennsylvania American Water | • Upper Dauphin Area School District |
| • Derry Township Police | • Londonderry Fire Company | • Pennsylvania Department of Environmental Protection | • Williams Valley School District |

Section 3.5 of this HMP, Multi-Jurisdictional Planning, includes Table 3-2, showing overall municipal participation in the planning process.

3.5 MULTI-JURISDICTIONAL PLANNING

Dauphin County took a multi-jurisdictional approach to preparing the HMP, so that the HMP would apply to the county and all participating municipalities. The county was able to provide resources (e.g., data, geographic information system [GIS], etc.) to which the municipalities may not have had access. However, Dauphin County depended on municipal buy-in because the municipalities have the legal authority to enforce compliance with land use planning and development directives. Dauphin County undertook an intensive effort to involve all 40 municipalities in the update process.

Each municipality was given the opportunity to participate in this process. Municipal officials and representatives were invited to attend Planning Team and public meetings, were provided worksheets to update the hazards of concern capabilities and mitigation strategy and were asked to review and prioritize the mitigation actions. Municipal participation culminated in formal adoption of the HMP; copies of municipal adoption resolutions are in Appendix F. Table 3-2 indicates the ways each municipality participated in the planning process. In some cases, a municipality was unable to attend a Planning Team meeting; therefore, an individual follow-up meeting with each municipality was held by Dauphin County Steering Committee representatives to cover the meeting material and provide municipal support on the topics presented.

Table 3-2. Participation Matrix

Jurisdiction	Meetings				Indiv. Contact	Worksheets				2021 Plan Adoption Date
	Planning Team Kick-Off Meeting	Risk Assess. Meeting	Mit. Strategy Work.	HMP Draft Review Meeting		Risk Assess. Survey	Cap. Assess. Survey	NFIP Survey	Mit. Review Wksht.	
Dauphin County	x	x	x	TBD		x	x	N/A	x	TBD
Berrysburg Borough				TBD	x	*	*	*	*	TBD
Conewago Township				TBD		*	*	*	*	TBD
Dauphin Borough	x		x	TBD	x	x	*	*	x	TBD
Derry Township	x			TBD						TBD
East Hanover Township		x	x	TBD		x	x	x	x	TBD
Elizabethville Borough	x	x	x	TBD		x	x	x	x	TBD
Gratz Borough				TBD						TBD
Halifax Borough	x			TBD	x	*	*	*	*	TBD
Halifax Township	x			TBD	x	*	*	*	*	TBD
Harrisburg City		x	x	TBD	x	x	*	*	*	TBD
Highspire Borough		x		TBD		x	x			TBD
Hummelstown Borough	x	x	x	TBD						TBD
Jackson Township	x	x	x	TBD		x	x	x	x	TBD
Jefferson Township				TBD		x	x	x	x	TBD
Londonderry Township	x	x	x	TBD		x		x	x	TBD
Lower Paxton Township			x	TBD		x	x	x	x	TBD
Lower Swatara Township				TBD		x	x	x	x	TBD
Lykens Borough	x			TBD		x	x	x	x	TBD
Lykens Township				TBD						TBD
Middletown Borough	x		x	TBD		x			x	TBD
Middle Paxton Township	x		x	TBD						TBD
Mifflin Township				TBD						TBD
Millersburg Borough		x	x	TBD		x	x	x	x	TBD
Paxtang Borough			x	TBD		x	x	x	x	TBD
Penbrook Borough				TBD		x	x	x	x	TBD
Pillow Borough	x	x	x	TBD		x	x	x	x	TBD
Reed Township	x	x	x	TBD		x	x	x	x	TBD
Royalton Borough	x		x	TBD		x	x	x	x	TBD

Jurisdiction	Meetings				Indiv. Contact	Worksheets				2021 Plan Adoption Date
	Planning Team Kick-Off Meeting	Risk Assess. Meeting	Mit. Strategy Work.	HMP Draft Review Meeting		Risk Assess. Survey	Cap. Assess. Survey	NFIP Survey	Mit. Review Wksht.	
Rush Township				TBD						TBD
South Hanover Township				TBD		x	x		x	TBD
Steelton Borough	x			TBD						TBD
Susquehanna Township	x	x	x	TBD	x	*	*	*	*	TBD
Swatara Township	x			TBD						TBD
Upper Paxton Township		x	x	TBD		x	x	x	x	TBD
Washington Township	x		x	TBD		x	x	x	x	TBD
Wayne Township	x	x	x	TBD		x	x	x	x	TBD
West Hanover Township				TBD						TBD
Wiconisco Township				TBD						TBD
Williams Township				TBD						TBD
Williamstown Borough				TBD						TBD

Notes:

EMC = Emergency Management Coordinator

TBD = To be determined after plan is approved-pending adoption by FEMA Region III.

* = Though the worksheet was not received, the related information was collected during an interview with mu