

3.0 MITIGATION PLANNING PROCESS

3.1 Overview

The South Whidbey School District’s mitigation planning process began in December 2014 of the 2014-15 school year. The District’s mitigation plan is consistent with, and draws extensively from, the Washington State K–12 Facilities Hazard Mitigation Plan. However, the South Whidbey School District’s Hazard Mitigation Plan has an in-depth focus on the District, its facilities, and its people and includes more district-specific content, including district-specific hazard and risk assessments and mitigation priorities.

3.2 Mitigation Planning Team

The mitigation planning team was led by: Brian Miller, Director of Facilities and Operations. The planning team included the following members:

Brian Miller	Facilities Director, SWSD
Josephine Mocca	Superintendent, SWSD
Dan Poolman	Assist. Superintendent for Business, SWSD
Greg Ballog	Teacher, SWSD
Damian Greene	Board Member, SWSD
Jack Husband	Community Member
John Riley	Community Member

The mitigation planning team’s roles and responsibilities were defined as follows:

- Participate actively in planning team meetings,
- Provide local perspectives re: natural hazards and the threats they pose to the District’s facilities and people.
- Help to identify existing plans, studies, reports, and technical information for inclusion or reference in the mitigation plan.
- Forge consensus on mitigation action items and their priorities.
- Help to facilitate the public outreach actions during the mitigation planning process, and
- Provide review comments on draft materials during development of the South Whidbey School District Hazard Mitigation Plan.

3.3 Mitigation Planning Team Meetings

Mitigation planning team meetings are documented below with dates and brief summaries.

- 1st Meeting: December 3, 2014. Mitigation Planning Kick-Off Meeting.
Robert Dengel of OSPI was present to provide an overview of the process, explain the templates developed by OSPI and answer questions of committee members.
- 2nd Meeting: December 17, 2014. Committee reviewed template drafts and discussed possible mitigation actions.
- 3rd Meeting: January 21, 2015. Reviewed and finalized public survey draft.
Discussed mitigation actions.
- 4th Meeting: February 11, 2015. Finalize actions. Review survey process. Present to board and public.
- 5th Meeting: May 25, 2016. Present updated plan to board and community for comment.

3.4 Public Involvement in the Mitigation Planning Process

The District involved the public and stakeholders in the mitigation planning process, including the following actions:

Notices

The District announced mitigation planning via:

- Posting a notice on the District's website,
- Distributing the notice via e-mail to a wide audience of stakeholders,
- Publishing the notice in the following local newspaper: South Whidbey Record.

Copies of the above notices are included in Appendix 3.

Public Meetings

Public meetings were announced via the modes listed above and held on the following dates:

- Meeting 1 February 11, 2015 – Presentation of draft to school board.
- Meeting 2 May 25, 2016 – Presentation to board for approval.

Meeting agendas, minutes, and summary of attendees for the public meetings are included in Appendix 3.

Public Surveys

Public surveys were conducted to facilitate input about key aspects of the district's mitigation planning from district staff, parents, the public, and other stakeholders. The survey was available in both online and paper formats.

The full survey report is available in Appendix 3.

Review and Comment on Mitigation Plan Drafts

Mitigation plan drafts were posted on the District's website for review. Notices of the District's requests for comments being solicited from all interested parties were made via the district's web site. Copies of the notices are included in Appendix 3.

3.5 Review and Incorporation of Existing Plans, Studies, Reports, and Technical Information.

The South Whidbey School District's Hazard Mitigation Plan drew heavily on the content of the Washington State K-12 Facilities Hazard Mitigation Plan and the Pre-Disaster Mitigation parts of the Office of Superintendent of Public Instruction's ICOS (Inventory and Condition of Schools) database. ICOS includes a comprehensive database of school facility information, including condition assessments, remodeling, and modernization and other data bearing on school facilities.

The Pre-Disaster Mitigation part of ICOS was invaluable in providing GIS data for campus locations and for automating the processing and interpretation of technical data relating to natural hazards and the risks that arise from these hazards to the district's facilities and people.

ICOS is an actively maintained database that will be periodically updated, including hazard and risk data. Thus, the strong linkage between ICOS and the district's mitigation planning will keep the mitigation plan "alive" and current and will be especially helpful during the 5-year updates.

In addition to the data available through ICOS, the district also incorporated information from previous studies including:

- ASCE 31-03 study of Langley Middle School from 2008.
- ASCE 31-03 study of the Primary School from 2008.