

Tribal Mitigation Planning Workshop: ANNOTATED AGENDA

This 16-hour workshop is designed to demonstrate the knowledge, skills, and tools needed to develop and review Tribal multi-hazard mitigation plans to meet the requirements of 44 CFR Part 201.7

Note: In addition to the specific topics detailed in the sections below, each unit will cover the following key elements:

- ✓ Unit objectives
- ✓ Key terms
- ✓ Topics
 - Main topic
 - Key Points
 - Public participation
 - Multi-jurisdictional planning
 - Key Points (Tribe Specific)
- ✓ Discussion questions (with specific focus on key Tribal considerations)
- ✓ Group activity(ies) (based on real scenarios)
- ✓ Crosswalk (based on approved plan examples)
- ✓ References and resources
- ✓ Unit summary
- ✓ Answer student questions

UNIT 1: Introduction

Topics covered in this unit will include staff and participant introductions, instructor expectations, workshop goals and objectives, workshop organization, and workshop materials. The Introduction will focus on the definition of mitigation planning and what materials are available to planners. All units will include information regarding multi-jurisdictional plans, public participation and crosswalk requirements.

- Staff and Participant Introductions
- Workshop Goals and Objectives
- Mitigation Planning Defined
- Materials Review

Overall time allotment: 1 hour (Time for Group Exercise 15 minutes)

- Case study #1: Navajo Nation Excerpt (Based on Sample 1.1 from the Tribal Guidance)*
- Group Exercises*
 - *Understanding the Tribal Guidance (15 minutes)*

Tribal Mitigation Planning Workshop: Annotated Agenda

UNIT 2: Planning Process

Topics covered in this unit focus on organizing resources, engaging the tribal community and documenting the planning process. A key area of emphasis will be learning how to define “public” for the purpose of mitigation planning.

- Organize Resources
- Engage the Tribal Community
- Document the Planning Process

Overall time allotment: 2 hours. (Time allotment for small group exercises: 45 minutes.)

- Case study #1: Planning Process (Based on Sample 1.2)*
- Case study #2: Public Involvement (Based on Sample 1.3)*
- Group Exercises*
 - Build the Planning Team (15 minutes)
 - Organizing Resources and Defining Public (30 minutes)

UNIT 3: Conduct Capability Assessment

Conducting a capability assessment is essential for understanding what resources the Tribe has or needs toward implementing mitigation actions. This Unit includes understanding how the Capability Assessment integrates with other tribal programs and how to conduct and document a capability assessment.

- Program Integration
- Document the Tribal Community Profile
- Research Programs, Policies, Regulations and Funding Capabilities

Overall time allotment: 2 hours. (Time allotment for small group exercises: 45 minutes.)

- Case study #1: Mitigation Capability Worksheet (Based on Sample 3.1)*
- Case study #2: Pre-Disaster Capability Assessment (Based on Sample 3.2)*
- Group Exercises:*
 - *Tribal Capabilities Discussion based on questionnaire (30 minutes)*
 - *Researching Tribal Capabilities (15 minutes)*
 - Pala Community Outreach during check disbursement

Unit 4: Assess Risks

Topics covered in this unit will include risk assessment terminology, identifying hazards, profiling hazards and assessing vulnerability. In addition essential facilities will be defined, identified and their risks assessed.

- Identify Hazards
- Profile Hazards
- Identify Structures and Essential Facilities
- Assess Natural Event Vulnerability

Overall time allotment: 2 hours. (Time allotment for small group exercises: 45 minutes.)

- Case study #1: Cultural Assets (Based on Sample 2.1)*
- Case study #2: Land Use and Future Development Trends (Based on Sample 2.2)*

Tribal Mitigation Planning Workshop: Annotated Agenda

- Case Study #3: FEMA Region 8 HAZUS Maps*
- Group Exercises*
 - *Identify Hazards (15 minutes)*
 - *Profile Hazards (30 minutes)*
 - *Identifying Essential Facilities (15 minutes)*

UNIT 5: Determine Mitigation Strategies

Topics covered in this unit will include developing mitigation goals and objectives, identifying and prioritizing mitigation actions, and documenting the mitigation planning process.

- Tribal Multi-Hazard Mitigation Goals
- Identification and Analysis of Tribal Mitigation Actions
- Potential Funding Sources
- Repetitive Loss Strategy

Overall time allotment: 2 hours. (Time allotment for small group exercises: 45 minutes.)

- Case study #1: Determining Appropriate Mitigation Actions During Field Visits (Based on Sample 2.3)*
- Case study #2: Multi-jurisdictional Collaboration (Based on Sample 6.1)*
- Group Exercises*
 - *Develop Mitigation Goals and Objectives (25 Minutes)*
 - *Rating Mitigation Actions (20 Minutes)*
 - *Shoalwater Bay Goals (p.131)*

UNIT 6: Implement Mitigation Strategies and Mitigation Plan

Topics covered in this unit will include roles and responsibilities for plan implementation and review.

- Implementation and Monitoring of Tribal Mitigation Strategies
- Monitoring, Evaluating and Updating the Plan
- Continued Member and Stakeholder Involvement

Overall time allotment: 1.25 hours. (Time allotment for small group exercises: 30 minutes.)

- Case study #1: Tribal Adoption Resolution (Based on Sample 7.1)*
- Case study #2: Monitoring, Evaluating, and Updating the Plan (Based on Sample 4.1)*
- Case study #3: Monitoring Progress of Mitigation Activities (Based on Sample 4.2)*
- Case study #4: Continued Public Involvement (Based on Sample 4.3)*
- Case study #5: Continued Public Involvement (Based on Sample 4.4)*
- Group Exercises*
 - *Implementing Plan Recommendations (30 minutes)*

UNIT 7: Review and Adopt Mitigation Plan

Topics covered in this unit will include the adoption process, procedures for submitting the plan to FEMA, and crosswalk requirements.

- Plan Review and Submittal Procedures
- Assurances by the Indian Tribal Government

Tribal Mitigation Planning Workshop: Annotated Agenda

- Adoption by the Indian Tribal Government
- Multi-Jurisdictional Tribal Plan Adoption
- Completing the Crosswalk

Overall time allotment: 45 minutes. (Time allotment for small group exercises: 15 minutes.)

- Case study #1:*
- Case study #2:*
- Group Exercise*
 - *Presenting the Plan to the Tribe Discussion – Tactics and Challenges (15 minutes)*

UNIT 8: Update the Mitigation Plan

This unit includes all of the steps required to update a mitigation plan to meet 201.7 compliance. Key points that relate solely to updating a mitigation plan are emphasized.

- Review the Current Plan
- Assemble the Planning Team
- Update the Capability Assessment
- Update the Risk Assessment
 - Consider Additional Hazards
- Review the Mitigation Plan Goals and Objectives
- Update and Re-Prioritize Mitigation Strategies

Overall time allotment: 1.5 hours. (Group Exercise Time 45 minutes)

- Case study #1 La Jolla example post fires*
- Case study #2*
- Group Exercise*
 - *Creating a Gap Analysis (20 minutes)*
 - *Re-Prioritizing Mitigation Strategies (25 minutes)*

UNIT 9: Conclusion

Topics covered in this unit will include a review of workshop objectives, final questions and answers, and the workshop evaluation.

- Key Points for Writing a Tribal Mitigation Plan

Overall time allotment: 15 minutes.

UNIT 10: Workshop Evaluation

Time allotted 15 minutes.