

Meeting Minutes

**Pasco County Local Mitigation Strategy (LMS) Working Group Meeting
March 28, 2025; 2:00 P.M. – 2:40 P.M.
HELD AT THE EOC + VIRTUAL VIA MICROSOFT TEAMS**

- Meeting began at 1400 – Opened by Jessica Milford
- Welcome and Introductions
- Approval of Meeting Minutes: February 7, 2025
 - a. Attendees were asked to review the February 7, 2025 minutes and a Motion to Approve or Deny was requested. Anthony Thomas made the Motion to Approve. Andrew Wertz seconded the Motion. No Nay's heard. Motion passed unanimously.
- Newly Opened Grant Funding Opportunities/Timelines:
 - a. The Working Group was informed of the purpose of the Local Mitigation Strategy (LMS), the Local Mitigation Strategy Working Group (LMSWG), and what the WG's responsibilities entail, including to internally review, rank, and prioritize proposed projects to ultimately submit to FDEM for grant funding.
 - b. It was explained the importance of the County's resiliency and how we can work together to strengthen that. It was further explained that the LMSWG is typically comprised of representatives from various levels of government agencies residing within Pasco County (such as cities and municipalities), various Pasco County government departments, area co-ops, nongovernmental organizations, is open to private citizens, and provides an opportunity for community collaboration.
 - c. The group also discussed the process of getting a project onto the County's LMS project list: an interested entity would need to have adopted the County's most recent LMS, would need to complete a Project Submission Form, a Project Scoring Sheet, and present the project at an LMS meeting before the Working Group. After all proposed project forms are collected from every entity that wishes to submit a project and if that project is highly scored and subsequently selected, then the LMS Chairman would sign the Letter of Support, and it would be submitted for funding through the proper grant submission platforms.
- Existing Project List Review + Updates
 - a. Currently the Project List is being updated and will soon be provided to the Working Group to update their section for POC's and project status updates.
 - b. The types of eligible projects were discussed as well as how to access guidance documents about eligible projects.

- c. The new LMS Project Submission Form and Project Scoring Sheet were shown to the Working Group
- d. Potential Scoring Committee Membership
- i. We are looking for five to ten members maximum: approximately one representative from each jurisdiction to be part of the group.
 - ii. The purpose is to review all the project scoring forms, tally and assist with concluding prioritized projects.
 - iii. Commitment is 0-3 hours per week until mid-July 2025. Meetings will be virtual.
- It was explained that the Mitigation Unit receives Requests for Information (RFI) from the Florida Division of Emergency Management (FDEM) after submitting grant project applications. That per §27P-22.007(6) we are allowed to have thirty (30) calendar days to resolve the RFI. Instead, we typically have only days or in some instances less than a day to resolve it, or else project gets terminated. Every time a project gets terminated, we have to start from scratch again. It was asked of each interested party planning on submitting a project, to please have all their project paperwork ready to go to reduce the likelihood of termination.
 - Elevate Florida Allocation
 - a. Andy Fossa discussed how Pasco has decided to allot 10% of its combined Helene and Milton HMGP allocation to FDEM's new Elevate Florida program. He explained that if any quantity of the allocation is not used, then it is reallocated back to Pasco's HMGP's fund. This allocation equates to approximately 11.5 million. Pasco currently has 301 Elevate Florida applicants, at approximately \$350k per elevation (the average cost of an elevation), this will fund approximately thirty-three (33) elevation projects. Andy explained that Pasco will undergo the regular Request for Legal Services (RLS) process with our county Legal Department.

Motion to Approve or Deny was requested. Anthony Thomas made the Motion to Approve. Allan Biddlecomb seconded the Motion. No Nay's heard. Motion passed unanimously.
 - b. April 11, 2025 @ 7:00 P.M. EST is the Elevate Florida portal closure date/time
 - Meeting Adjournment
 - a. Andy Fossa reviewed a Mitigation Data slide 2021-2024 which summarized the amount of contracts submitted to the BoCC, Applications completed and submitted to FDEM from 2021 to 2024.
 - b. It was stressed our office needs to receive the LMSWG's proposed projects or else we risk giving back our unused HMGP money back into the state, which will be used for subsequent tiered funding for other counties to use.



- c. Next Meeting is 5/1/25 @ 2pm to score and prioritize received proposed project submissions for Hurricane Debby.
- d. Meeting adjourned at 1440