

MEMORANDUM OF AGREEMENT

I. Purpose

A Memorandum of Agreement (MOA) is hereby executed between the participating jurisdictions in the Northern Kentucky Area Development District Regional Hazard Mitigation Plan. Participating Jurisdictions in this MOA are as follows:

NKADD	Grant County
Boone County	City of Corinth
City of Florence	City of Crittenden
City of Union	City of Dry Ridge
City of Walton	City of Williamstown
Campbell County	Kenton County
City of Alexandria	City of Bromley
City of Bellevue	City of Covington
City of California	City of Crescent Springs
City of Cold Spring	City of Crestview Hills
City of Crestview	City of Edgewood
City of Dayton	City of Elsmere
City of Fort Thomas	City of Erlanger
City of Highland Heights	City of Fairview
City of Melbourne	City of Fort Mitchell
City of Mentor	City of Fort Wright
City of Newport	City of Independence
City of Silver Grove	City of Kenton Vale
City of Southgate	City of Lakeside Park
City of Wilder	City of Ludlow
City of Woodlawn	City of Park Hills
Carroll County	City of Ryland Heights
City of Carrollton	City of Taylor Mill
City of Ghent	City of Villa Hills
City of Prestonville	Owen County
City of Sanders	City of Gratz
City of Worthville	City of Monterey
Gallatin County	City of Owenton
City of Glencoe	Pendleton County
City of Sparta	City of Butler
City of Warsaw	City of Falmouth

The purpose of this MOA is to establish commitment from and a cooperative working relationship between all Participating Jurisdictions in the development and implementation of the NKADD Regional

Hazard Mitigation Plan. In addition, the intent of this MOA is to ensure that the multi-jurisdictional hazard mitigation plan is developed in accordance with Title 44 of the Federal Code of Regulations (CFR) Part 201.6; that the planning process is conducted in an open manner involving community stakeholders; that it is consistent with each participating jurisdiction's policies, programs and authorities; and it is an accurate reflection of the community's values.

This MOA sets out the responsibilities of all parties. The MOA identifies the work to be performed by each participating jurisdiction. Planning tasks, schedules, and finished products are identified in the Work Program and Schedule. The plan created as a result of this MOA will be presented to the governing body of each participating jurisdiction for adoption.

II. Background

Mitigation plans form the foundation for a community's long-term strategy to reduce disaster losses and break the cycle of disaster damage, reconstruction, and repeated damage. The Participating Jurisdictions in a mitigation planning process would benefit by:

- Identifying cost effective actions for risk reduction;
- Directing resources on the greatest risks and vulnerabilities;
- Building partnerships by involving people, organizations, and businesses;
- Increasing education and awareness of hazards and risk;
- Aligning risk reduction with other community objectives; and
- Providing eligibility to receive federal hazard mitigation grant funding.

The NKADD has received a grant from the Federal Emergency Management Agency to prepare a multi-jurisdictional hazard mitigation plan in accordance with 44 FEMA requirements at 44.C.F.R. 201.6.

III. Planning Team Responsibilities

Owen County Fiscal Court will act as the Lead Community (contracted with NKADD to provide all administrative duties), and will assign a Chairperson of the Planning Team for the NKADD Regional Hazard Mitigation Plan. The Participating Jurisdictions authorize the Lead Community to manage and facilitate the planning process in accordance with the Work Program and Schedule.

The Participating Jurisdictions understand that representatives must engage in the following planning process, as more fully described in the *Local Mitigation Planning Handbook* (FEMA, 2013), including, but not limited to:

- Develop the Work Program and Schedule with the Planning Team;
- Organize and attend regular meetings of the Planning Team;
- Assist the Planning Team with developing and conducting an outreach strategy to involve other planning team members, stakeholders, and the public, as appropriate to represent their Jurisdiction;

- Identify community resources available to support the planning effort, including meeting spaces, facilitators, and media outlets;
- Provide data and feedback to develop the risk assessment and mitigation strategy, including a specific mitigation action plan for their jurisdiction;
- Submit the draft plan to their Jurisdiction for review;
- Work with the Planning Team to incorporate their Jurisdiction’s comments into the draft plan;
- Submit the draft plan to their respective governing body for consideration and adoption;
- After adoption, coordinate a process to monitor, evaluate, and work toward plan implementation.

IV. Planning Team

The CEOs and alternates of each jurisdiction are authorized on behalf of the governing bodies to participate as members of the Planning Team for the NKADD Regional Hazard Mitigation Plan.

Contact NKADD staff for point-of-contact information for each jurisdiction.

V. MOA Implementation

This MOA will be in effect from the date of signature by all parties, will remain in effect through the duration of the planning process, and will terminate after adoption of the final FEMA-approved mitigation plan by all participating Jurisdictions, or 5 years after FEMA approval, whichever is earlier. It may be terminated prior to that time for any Participating Jurisdiction by giving 60 days’ written notice. This MOA is to be implemented through the attached Work Program and Schedule, and any addendums that describe specific activities, programs and projects, and if necessary, funding by separate instrument.

Signature: _____

Name of Authorized Government Official: _____

Title: _____

Name of Jurisdiction: _____

Date: _____

VI. Attachments (Work Program and Tentative Schedule, Proposed Tasks)

NKADD 2021/2022

Regional Hazard Mitigation Plan

Work Program & Calendar (subject to change)

Late Winter 2021

Meetings with Emergency Management Teams

Signing of MOA by each jurisdiction

Local Mitigation Committee Meetings to discuss Risks

Spring 2021

Compilation and Analysis of Data and Risk Assessments

Local Mitigation Committee Meetings to discuss Risks

Summer 2021

Continue to compile and analyze data and assessments

Regional Mitigation Committee Meeting (Review Risk Assessment and Formulate Mitigation Strategy)

Fall 2021

Local Committee Mitigation Meetings (Review Mitigation Strategy)

Regional Mitigation Committee Meeting (Review, Refine, Approve, Formulate Implementation Plan)

Winter 2021/2022

Individual Jurisdiction Legislative Body Meetings (Each jurisdiction adopts it)

Submit to KYEM and FEMA

TASKS and FINISHED PRODUCTS

Work to be performed by each Participating Jurisdiction:

Owen County Fiscal Court

- Lead agency

NKADD

- Research and write plan
- Seek Public Input

Counties

- Sign Memorandum of Agreement at beginning of process
- Judges and Emergency Managers will sit on Regional Hazard Mitigation Committee
- Emergency Managers will assist NKADD staff in coordination of local committees and providing necessary information
- Adopt Plan at the completion of the process

Cities

- Send officials and/or that are involved in any Emergency Management activities or are knowledgeable about Hazard Mitigation Risks
 - NOTE: If a community wants CRS credit, they must send at least 2 officials to each meeting (the higher the CRS class, the bigger the insurance discount will be)
- Sign MOA at beginning of process
- Adopt Plan at the completion of the process

Finished Product

- NKADD Regional Hazard Mitigation Plan
 - Main sections will be the Risk Assessment and Mitigation Strategy
- All jurisdictions will adopt the plan