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| **February 2021** |  |
| **What else is going on?*** Collecting status reports for 2016 Mitigation Actions
* Collecting data sets and studies for risk assessments
* Developing community engagement strategy
 | **Meeting 1 Agenda:** * Introductions
* Review: What is mitigation, purpose of MAP, our context and strategy
* Discuss: Confirm commitment, roles and responsibilities of the planning team, review vision mission and goals
* Review homework – materials to read, purpose, how we will use feedback in the next meeting. Answer any clarifying questions.

**Homework:** Read through Chapter 4 (City of Portland Profile) and Part 2 (Risk assessment) of 2016 MAP. Questions to keep in mind: (1) What new data and studies are available to update each section? (2) Consider the social vulnerability and vulnerability section. Do we have a better way of conceptualizing vulnerability? (3) Consider the risk assessment methodology. Should we make changes?* Link to the MAP—pages for review 75-312
* Send notes responding to question 1 in e-mail (will follow up on e-mail)
* Questions 2 and 3 for discussion in March
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| **March Meeting #1 2021** |  |
| **What else is going on?*** Collecting status reports for 2016 Mitigation Actions
* Collecting data sets and studies for risk assessments
* Developing community engagement strategy
* Kick off risk assessment update
* Start updating community profile
* Create public facing website for MAP update\*\*\*updated from here on out
 | **Meeting 2 Agenda:** * Follow up from homework:
	+ Comments or thoughts on how we discuss vulnerability?
	+ Suggestions on risk assessment methodology?
* Review and affirm detailed worked plan
* Any remaining time: discuss risk assessment methodology
* Review homework – likely questions to be posed, purpose, how we will use responses in the next meeting. Answer any clarifying questions.

**Homework:** Respond to requests for information regarding risk assessments and community profile updates. Continue collecting data sources and studies. Deadline: March 31.This seems to imply we will have two meetings in March, both before March 12?  |
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| **March Meeting #2 2021** |  |
| **What else is going on?*** Collecting status reports for 2016 Mitigation Actions
* Collecting data sets and studies for risk assessments
* Kick off community engagement
* Updating community profile
* Connecting with other stakeholder groups about the plan
 | **Meeting 3 Agenda:** * Follow up from homework—closing the loop on any missed connections or needed information.
* Present: draft community engagement plan. Feedback?
* Discuss: Strategy for developing the mitigation strategy: goals, objectives, actions. How do we want to include community feedback and stakeholder feedback?

**Homework:** Respond to requests for information regarding risk assessments and community profile updates. Continue collecting data sources and studies. Deadline: March 31. |
| **April 2021** |  |
| **What else is going on?*** 2016 Mitigation Action list status reports completed
* Updating risk assessments
* Community profile completed
* Community engagement underway
* Connecting with stakeholder groups
 | **Meeting 4 Agenda:** * Review status of community profile, risk assessments and community engagement.
* Present status reports from 2016 Mitigation Strategy review
* Develop plan for mitigation strategy workshop
* Save time as necessary to return to mitigation strategy discussion and finalize principles to guide the strategy.

**Homework:** Invites and preparation for mitigation strategy workshops, start considering project ideas. |
| **May 2021** |  |
| **What else is going on?*** Updating risk assessments
* Community engagement underway
 | **Meeting 5 Agenda:** * Workshops with stakeholders to get feedback on mitigation strategy and start a preliminary list of projects

**Homework:** Check in with your bureau / agency to solicit project ideas from other people. Goal: each team member contributes at least one project they are committed to supporting if PBEM identifies funding opportunities.  |
| **June 2021** |  |
| **What else is going on?*** Updating risk assessments
* Community engagement underway
* Preparing projects for 2022 FEMA Preapp
 | **Meeting 6 Agenda:** * Updates on: community profile, risk assessments, community engagement, etc.
* Discuss: debrief workshops
* Continue to develop list of projects for FEMA 2022

**Homework:**  |
| **July 2021** |  |
| **What else is going on?*** July 1 pre-app for FEMA 2022 grants due
* Finalizing risk assessments
* Community engagement still underway but finishing up this month
 | **Meeting 7 Agenda:** * Present: Early Community Engagement Results and Risk Assessments
* Discussion time for both

**Homework:*** Review plan maintenance strategy
* Continue work on projects for Mitigation Strategy
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| **August 2021** |  |
| **What else is going on?*** Writing report on community engagement
* Finalizing mitigation strategy and project list
* Share risk assessments with expert reviewers
 | **Meeting 8 Agenda:** * Discuss: finalize mitigation strategy—projects list
* Discuss: Plan maintenance strategy

**Homework:**  |
| **September 2021** |  |
| **What else is going on?*** Sharing a draft of the plan with planning team and other key stakeholders
* Update the plan as we receive feedback
 | **Meeting 9 Agenda:** * Catch-up
* Possible no meeting to provide time for plan review

**Homework:** - Review a first draft of the plan |
| **October 2021** |  |
| **What else is going on?*** Post draft for public comment on website
 | **Meeting 10 Agenda:** * Discuss any substantive proposed changes
* Celebrate completing a draft for public comment!

**Homework: AFTER PARTY AT JONNA’s HOUSE.**  |