

BALDWIN COUNTY
HAZARD MITIGATION PLANNING COMMITTEE – FULL BODY
MINUTES
OCTOBER 16, 2025
BALDWIN COUNTY EMERGENCY OPERATIONS CENTER
EOC UPSTAIRS TRAINING ROOM
ROBERTSDALE, ALABAMA
Hybrid Meeting with Physical and Telepresence Options

ATTENDANCE

Members present: (Via Webex): Karen Giordano (BCEMA)

Members present: Anna-Marie O’Brien (BCEMA Planning & Grants Mgr. – HMPC Secretary), Nicole Woerner (HMPC Vice Chair - City of Orange Beach), Josh Newman (BC Planning & Zoning), Tom Tyler (BCEMA – Director), Michelle Pennington (BCEMA), Amanda Thweatt (BCEMA), Danon Smith (BCEMA – Deputy Director – HMPC Member-at-Large), Erik Cortinas (City of Fairhope), Janie Joiner (BC Building Dept.), Mark Acreman (Asst. County Engineer - BC Hwy Dept.), Natascha Dilley (BCEMA) Brandan Franklin (HMPC Chair - City of Gulf Shores Bldg. Official), Corey Flowers (Baldwin Co. CRS Coordinator), Krystal Bodiford (City of Foley – EM Coordinator), Adam Roberson (City of Orange Beach)

Brandan Franklin (HMPC Chair) brought the meeting to order at 9:12am.

OPENING COMMENTS

Brandan Franklin gave opening remarks and welcomed all present and introduced the new BCEMA Planning and Grants Division Manager, Anna-Marie O’Brien.

OLD BUSINESS

Brandan Franklin opened the meeting with Approval of Minutes from the previous HMPC Full Body Meeting dated January 16, 2025.

Motion: Josh Newman
Second: Nicole Woerner
Ayes: 16

No: 0

Abstain: 0

Motion passed.

HMGP DR – 4563 (Sally) Applications - Update

HMGP DR -4563: Anna-Marie O'Brien (BCEMA Planning & Grants Division Manager – HMPC Secretary) and Danon Smith (BCEMA Deputy Director – HMPC Member-at-Large) Baldwin County Unincorporated Update: Reported that the Safe Room project that had been awarded and obligated to an individual residential property owner had completed and been closed out.

Danon Smith also reported that the 7 elevation applications under the 1 Baldwin County Unincorporated application were still pending and still requiring RFI's from FEMA and questioned whether the June 2026 Period of Performance date would stand if any of these applications are obligated and awarded eventually. She has not been able to get an answer to this from FEMA.

Erik Cortinas (City of Fairhope Building Official) City of Fairhope Update: Reported that the City of Fairhope Saferoom project that had been approved and obligated had gone through the bidding process and had a bid approved for the design of the safe room. The next step to take place will be a 3rd party review.

Nicole Woerner (HMPC Vice Chair – City of Orange Beach EM Coordinator) City of Orange Beach Update: Reported that 1 structure elevation project had been completed and was in the process of closing out. Nicole also reported that there had been 2 withdrawals of residential elevation applications and no current information on the other applications pending.

Reported that the City of Orange Beach Saferoom FEMA review of the Historical Property Document (S-106) that had been submitted in January was still pending. The city had received an RFI from FEMA on this review due to the "wording" of the document not being accurate by their standards. This wording has been corrected by the City of Orange Beach, but the project is at a standstill, with Region 4 replying that they would move the project up and forward, but there has been no further communication, and the obligation and award are at a pending status.

Following updated reports, there was discussion among everyone present about the FEMA process being very difficult and some cities and jurisdictions were considering recommending in the future that private consultants be hired to complete the application process for them as it had taken more time and manpower to complete these with little to no results.

There were no further HMGP – 4563 updates reported by the Full Body.

NEW BUSINESS

HAZARD MITIGATION PLAN

Danon Smith reported that the anticipated timeline for the Hazard Mitigation Plan is as follows:

- The HMPC Executive Committee must have the plan draft ready by February 2026.
- The final draft plan is then submitted to AEMA by March of 2026 for review.
- The fully approved plan is then submitted to FEMA by April 2026, ensuring that the plan does not expire by the August 2026 Deadline.

It was reviewed, as previously discussed in the January HMPC Meeting, that the Hazard Mitigation Plan would be completed internally within the County, relying on previous Community Action Plan documents and expanding on current assessments to complete the plan. Baldwin County will coordinate with the Highway Department, Planning & Zoning Department, and the Building Department (Inspections, CRS and Flood Plain Management).

The first course of action was agreed that Brandan Franklin will draft a letter on County Letterhead signed by himself as the HMPC Chair, and Tom Tyler, BCEMA Director, to send to each Municipality and Jurisdiction explaining what the Hazard Mitigation Plan is and its importance, and how they will not be eligible for funding or reimbursement by FEMA following the next damaging storm if they do not participate and update their current Community Action Plan. It will be asked that each jurisdiction / Municipality has a POC that can assist with setting up meetings between the HMPC Executive Committee and their Mayors, EM Coordinators, etc. to discuss their individual plans and the forming of their Jurisdictional Assessment Team.

It was agreed to send out the Hazard Mitigation Plan Implementation Status Surveys to participating Municipalities and jurisdictions with a return of the survey to the HMPC Executive Committee by November 14th, 2025. The purpose of these surveys will be to form Community Action Plans based on suggested changes and updates by each Municipality and Jurisdiction as stated on the surveys. Jurisdictional Assessment Teams will be formed by each municipality / jurisdiction comprised of their Building Official, Planning and Zoning Official, EM Coordinators, etc., and the teams will have one POC to represent their jurisdiction / municipality and will coordinate with the HMPC and BCEMA Planning to complete their Community Action Plans accordingly.

It was agreed that the HMPC Executive Committee will meet on November 21st to discuss the surveys submitted and then begin compiling all the data gathered from these surveys to draft the Plan.

It was agreed that the HMPC Executive Committee will meet monthly to discuss progress of the Hazard Mitigation Plan, and the HMPC Full Body meetings will continue to be held quarterly.

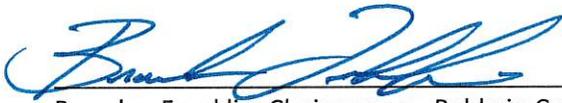
Comments or Questions of the Full Body

As there were no further questions or comments from the Full Body, the meeting was adjourned at 9:50am.

ADJOURNMENT

Motion: Erik Cortinas
Second: Nicole Woerner
Ayes: 16
No: 0
Abstain: 0
Motion Passed

The next regular Full Body Meeting will be on January 15, 2026, in the Upstairs Training Room of the BCEMA EOC. Should a special Full Body Meeting be held, Members will be notified of this date by the HMPC Executive Committee.



Brandan Franklin, Chairperson - Baldwin County HMPC



Date