

**APPENDIX A
SECTION A.2
HAZARD MITIGATION PLANNING COMMITTEE
MEETING-LETTER OF INVITATION**

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CITY OF SHAWNEE
POTTAWATOMIE COUNTY



EMERGENCY MANAGEMENT

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Donald D. Lynch, C.E.M. M.E.P., O.C.E.M. Director
Jennifer Dawson, E.M. Technician
Daniel Dillon, Communications Technician

September 19, 2011

Dear Public Sector Official:

Pottawatomie County and Shawnee/Pottawatomie County Emergency Management are joining with several other agencies in our county and the citizens of Pottawatomie County to develop our Natural Hazard Mitigation Plan. We are contracting with Hazard Mitigation Specialists, L.L.C. a consulting firm to help us get this comprehensive plan finished successfully and quickly and we need your help. The process has already begun, and it is time to identify a team of dedicated local individuals to participate in updating this plan. We are inviting you and an alternate of you're choosing to be a member of this very important team.

This plan provides a guide for the next five years for projects that are designed to reduce or eliminate the effects of natural disasters on the citizens of Pottawatomie County. The individuals on this team will be the community experts who can provide critical local information toward the success of this plan and the projects developed. By completing this plan and having it approved by Oklahoma Emergency Management and the Federal Emergency Management Agency, all participating jurisdictions in Pottawatomie County will be eligible for federal Hazard Mitigation funding to help us complete the projects that are identified.

This planning team will involve a selection of people from different areas of the county which will allow input of a diverse section of our population. It is anticipated it will be necessary to hold 4-5 meetings over the next few months. Our first meeting will be a public meeting on October 13, 2011 at 10:00 AM in the Skylab 1 room at Gordon Cooper Technology Center located at the intersection of I-40 and State Highway 18 in Shawnee.

If you are willing to serve on this very important team, please RSVP to Jennifer Dawson at 878-1650. Thank you for considering this very important service to the citizens of Pottawatomie County.

I look forward to seeing you on October 13!

Sincerely,

Donald D. Lynch

Donald D. Lynch
Director



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