

## 17-March-2010 General Meeting

### Location:

Owatonna EOC

### Call to Order:

Meeting was called to order at 7:00 PM by Tom Karnauskas.

### Attendees:

Tom Karnauskas, Lon Thiele, Mike Johnson, Greg Lindholm, Stacy Mielke, Chris Gannon, Greg Lindholm, Karen Fontaine, Sandee Hardy-Hagen, Roger Swearingen, Matt Arthur,

### Approvals:

Routine business review included:

1. Minutes of February 17, 2010 General Meeting, were approved as published on the SCEM Portal.
2. The Treasure Report was approved.
  1. Balance on Hand: US Bank Statement thru 12-8-2009 \$2,184.34
  2. (Note: Statements are sent quarterly if no activity-no further statement received.)
  3. No Expense
  4. No Deposits made
  5. Balance on Hand: \$2,184.34
  6. Insty Prints Grant for \$150 to be used by December 31, 2010.

### Old Business

1. Post Office Box-Tom has secured a Post Office Box for CAER. The charge is \$24.00. Motion approved to pay the \$24.00 charge. Tom, Karen, and Stacy are authorized to pick-up mail. Tom and Karen will each have keys to the Post Office box.
2. Mitigation Project Assessment-Mike Johnson and Troy Klecker have completed the Hazard Vulnerability Assessment. A suggestion was made that next year the assessment could use the Excel spreadsheet form developed by the Owatonna Hospital.
3. Mitigation Project Proposals-Mike reported that the Mitigation Plan is in the writing stage. The goal is to have the plan completed by June
4. Meeting Schedule for 2010 and 2011-Tom facilitated a discussion about focus of CAER meetings for the next 2 years. CAER meetings will focus on the Emergency Support Functions listed in the Steele County Emergency Plan. A spreadsheet was used to identify which ESF functions will be reviewed each month and who is responsible for presenting the monthly function information. The goal is to take approximately 30 minutes to review each ESF at the monthly CAER meeting. An article will also be submitted to the Owatonna Peoples Press each month by a CAER member explaining some aspect of the particular ESF to the general public.

### New Business

1. Volunteer Recognition Month-It was suggested that each CAER organization individually recognize their volunteers during April Volunteer Recognition Month. April is also a good time to remind local government officials about all of the volunteer hours contributed by the various groups in Steele County.
2. Matt Arthur was recognized for his dedication to enhancing Amateur radio capabilities in Steele County

### Citizen Reports

### CERT:

- Reported that they now have six (6) CERT Volunteers that have their ham radio licenses

Medical Reserve Corp/Public Health:

- Reported that the demand by the public for H1N1 vaccinations is very low. Both the Owatonna Clinic and Steele County Public Health both have
- H1N1 vaccine on hand if anyone would like to receive a vaccination.

Hospital:

- Reported that their staff will be participating in the statewide tornado drill on April 22.

Red Cross:

- Roger Swearingen reported that there are 50 cots pre-staged in Ellendale

Salvation Army:

- No report

Emergency Medical Services

- No report

Civil Air Patrol

- No report

MN VOAD:

- The State EOC will be open daily from 8:30 to 4:30. It is staffed by MN/VOAD members.

RACES/ARES:

- Reported that they will have a field day in June, a new class of 19 persons now have their licenses, and that they are averaging about 20 persons at their monthly meeting

Skywarn:

- Reported that they had completed 2 spotter training sessions for the Steele County Sheriff's Dept, in addition to the county-wide public training session which was held on March 9th. Steele/Waseca Electric has also requested training for their linesmen.

Law Enforcement:

- No news to report

Chamber of Commerce:

- No report

Steele County Emergency Manager Report

- Reported that the mitigation plan is in the writing stage-goal is to be done by June
- Maintenance is being performed on the siren system
- Sales tax will be used for enhancement of the warning sirens
- 800 mega Hertz grant will be used for video conferencing capabilities
- County now has 2 county laptops ready for emergency use
- Sandbagging company would like for a volunteer group to field test some sandbags
- Mike will be gone the week of April 22-Chris Gannon will take emergency management call for him

#### Adjournment

- The meeting was adjourned at 9:00 PM
- Next meeting will be held at 7:00 PM on April 21.
- The first ESF, Direction and Control will be reviewed. It was suggested that city council and county board members should be in attendance at this meeting.