

# Steele County CAER Minutes

April 16, 2014

6:00 PM

## Location:

Ellendale Community Center

## Call To Order:

Meeting was called to order at 6 pm by Tom Karnauskas.

## Attendees:

Iris Johnson, Roger Wencil, Tom Karnauskas, Chris Gannon, Jon King, Karen Fountaine, Sandee Hardy-Hagen, Roger Swearingen

## Routine Approvals:

- Minutes of Jan 15, 2014 were approved.
- The Treasurer's Report was unchanged and had no expenses with a balance of \$1,800.77 and was approved.

## Old Business:

1. **Election of Treasurer** –A motion to accept Mary Fink as Treasurer was accepted.
2. **2014 Business Continuity Program** – Dennis and Tom have not gotten together yet to discuss this.

## New Business:

1. Insty-Prints awarded CAER a \$200 grant to be used by the end of Dec 2014.
2. There was a discussion about offering training opportunities for all volunteers on various subjects once per quarter. Iris will talk to Mike about setting up a disaster assessment class.
3. ARES is holding a field day the last weekend of June from 1pm 6/28 to 1pm 6/29 at Willow Creek. Everyone is invited to come and observe.
4. In regards to Mike Johnson's resignation, as far as anyone knows all groups using the fire hall will not see a change in that arrangement.

## Member Reports

### **Allina Hospital**

Stacy Mielke recently attended a Fatality Management Plan workshop. At the workshop each discipline was presented with a template to complete. Stacy is developing a template for the Owatonna Hospital. This will meet a grant requirement and ready our facility for the management of mass fatality incidents should they arise. We will identify and coordinate operational activities, specify the command and control structure, identify who will activate the plan, and criteria for the

levels of activation. We will also provide logistical information, security requirements, family, cultural and religious considerations; and staff and volunteer management.

### **American Red Cross**

Iris attended the MNVOAD Conference and the MRC Conference. Two members attended the 800 MHz Radio training. Red Cross is changing their client casework to a new software program and to new forms at the end of April. All volunteers involved with client casework are training for this. We started moving items at our office to Mankato and Rochester. We were told the office is closing at the end of April. We did man a shelter at the Armory during the blizzard for 38 people over the 32 hours it was open.

### **CERT**

Barb and Sandee recently spoke at the Park and Rec group about CERT, local disasters and preparedness. Some CERTs attended MNVOAD. Some will be at SKYWARN workshop and others attended the 800 radio training. There are some changes in the months ahead.

### **Civil Air Patrol**

CAP Emergency Services covered proper winter weather clothing. Being dressed appropriately for cold and wet weather makes the difference between helping or being the person who needs help. Cadets also successfully completed an examination which is required prior to actually serving in an emergency capacity. Topics covered included incident command structure and CAP procedures.

### **Ellendale Emergency Manager**

All I can say is that the Police Chief Paul Wayne is retiring soon and the city is currently seeking applications for a new Chief. Our ambulance building bids came back and a contract was awarded to a company to start construction of the road and pipe lines this spring with the facility being started shortly after. We have a lot of repair to do on water mains. We sheltered 88 people at the Methodist Church and have plenty of supplies for sheltering.

### **RACES/ARES**

Held Technician Class in February/March with two participants. Lesson learned - advertise more. Exam Session held on 06-Mar with two participants. No new licenses granted. New question pool becomes effective in July-2014.

Tom attended the CERT Communications Training Class for Hennepin County on 15-Feb. About 60 participants from across Hennepin County completed the 8-hour training session. They did a great job using the CERT Communication Training module. Hennepin County CERT uses FRS radios. I was able to take back several ideas to be used with the ARMER training for Steele County.

Developed a training program on the ARMER system for Steele County volunteers. Two classes were held in March with about 36 individuals completing the classes. We need to develop a system for

certifying that individuals completed the training before they are issued an ARMER radio during an event.

Field Day preparations are in process for June. We will not use the Fairgrounds due to an event in the Beer Barn that weekend. Looking for a site that will meet our objectives of not interfering with others and provide public exposure.

### **Salvation Army**

May is Christian Care Ministry Month so we will be visiting numerous assisted living facilities.

### **SCPH/MRC**

MRC hosted a conference in Rochester. It was an opportunity for Medical Reserve, Red Cross and CERT volunteers to network, learn and gain practical skills for responding to events and emergencies. They also attended a Fatality Conference.

### **Steele County Emergency Manager**

Chris Gannon is working on the THIRA plan. Next week is "Severe Weather Week".

#### **Adjournment:**

- Meeting adjourned at 8:25 PM.
- **Next meeting is July 16th at 6 pm in Medford.** Building location to be determined later.