

Steele County CAER Minutes
July 20, 2011 7:00 PM

Location:

Steele County EOC

Introductions

Call to Order:

Meeting was called to order by Tom Karnauskas

Attendees:

Mary Fink, Chris Gannon, Karen Fontaine, Roger Wencil, Matt Durand, Mike Johnson, Raymond Truelson, Sandee Hardy-Hagen, Stacy Mielke, Tom Karnauskas, and Autumn Gangelhoff

Approvals:

Routine business review included:

1. Minutes of June 15, 2011 General Meeting were approved as published on the SCEM Portal.
2. The Treasurer's Report was approved with a balance of \$1,800.77. Mary received a charge of \$21.95 from the bank for check printing. Mary will discuss the charge with the bank because she had been told there would not be a charge for check printing. A motion was made and passed to send out the monthly Treasurer's Report with the Agenda.

Old Business:

1. Mike Johnson gave an update on the drill planning. He reported that it will not work to use the railroad derailment scenario for the drill this year. It was suggested that the drill should focus on a mass casualty scenario. This type of drill would involve multiple response agencies. The first drill planning meeting will be held at 7:00 PM on August 10 at the EOC. Any agency interested in helping with the planning should send a representative to this meeting.
2. Mike reported that Chris and he have completed the MN WALK review of the Emergency Operations Plan. The Steele County on line plan has been recognized as a model for other county emergency planners.
3. Tom reminded CAER members to submit newspaper articles on relevant emergency topics if they have timely information to share with the public.
4. Matt Durand asked if there was an update on the purchase of a sandbag machine. Mike reported that the details are still being work out.

New Business

1. Mike reported that there will be space available in the Public Safety Alley at the Steele County Fairgrounds for CAER groups that want to have displays at the Steele County Fair. It is hoped that the outside area will increase the visibility of the displays. Mike reminded CAER groups that the new CAER banner is available for display.
2. Mike reported that a corporate sponsor is helping to fund a Safety Awareness ad in the Owatonna Peoples Press newspaper. The ads run on Friday. The ad recognizes different disaster response groups and their volunteers. He said that the ads are a good way of promoting safety information and to recognize the efforts of individual volunteers.

Citizen Corp Reports

• **CERT:**

The Fire Station is looking for sturdy furniture to use in drills for firefighter and CERT training. CERT classes will be available for new volunteers in January and February of 2012. Persons should call the Fire Hall if they are interested in taking the training. A grant has been approved for the purchase of new bags and equipment.

• **Medical Reserve Corp/Public Health:**

It was reported that Steele County Public Health had collaborated with Mary Kay Feltes to get heat related information out to the public

- Hospital:

It was reported that the Owatonna Hospital is in the process of installing an 800 mg Hertz radio in their emergency department. They conducted a code orange (disaster drill) on June 23, 2011 to test their hospital incident command system.

- Ellendale Emergency Manager:

No Report

- Salvation Army:

No new updates

- Emergency Medical Services:

No Report

- Civil Air Patrol:

No Report

- MN VOAD:

No update

- RACES/ARES:

A Field Day was held in June and most states were contacted. Amateur Radio will support the "MS The Ride Across MN" and the Waseca Triathlon.

- Red Cross:

No report

- Skywarn:

There were activations on July 1 and July 15. A SKYWARN ad is running in the People's Press on Fridays through summer. The ads contain weather information and introduce a different spotter to the public in each ad. The feedback has been positive. Autumn reported that some employees at Jostens have received weather awareness training.

- Law Enforcement:

No report

- Chamber of Commerce:

No Report

- Steele County Clothesline:

A garage sale to raise funds will be held on Monday, August 1 from 9:00 AM to 6:00 PM and on Tuesday, August 2 from 9:00 AM to 3:30 PM at the Elks Club

- City Council Representative:

Raymond reported that Barb from the 911 Center is retiring from her position. He also reported that the Owatonna Police Department is undergoing a lot of personnel changes due to retirements and resignations. August 2 has been designated Night to Unite in Owatonna. He also encouraged CAER to sponsor another Continuity of Operations seminar for local business leaders.

Steele County Emergency Manager Report:

Mike reported that a cache of 800 mg Hertz radios will be kept at the EOC. Training will be offered to persons who need radio operations training. A sizable grant has been received for EOC enhancement. Mike and Matt reviewed the online ES Resource inventory system. Matt Durand demonstrated the new portable equipment cabinet that is now available for responding to incidents. Mike demonstrated and reviewed the Steele County Emergency Management Facebook page. Mary Kay Feltes is helping to keep the Facebook page up to date with current information. Mike said that if any CAER member organization that would like to put information on the Facebook page should contact him. The Facebook page was used to help get information out to the public during the September 2010 flood.

Emergency Operations Plan Review:

Mike reviewed ESF #5.07 Resource Support

Adjournment:

The meeting was adjourned at 8:50 PM.

Note that there will not be a CAER meeting in August.

The next meeting will be held at 7:00 PM on September 21.

ESF #5 - Information and Planning

