

Steele County CAER Minutes
March 16, 2011 7:00 PM

Location:

Steele County Community Building

Introductions

Emergency Operations Plan Review:

The Steele County All Hazard Mitigation Plan was reviewed by Mike Johnson, Steele County Emergency Manager. He reported that the All Hazard Mitigation Plan is scheduled for a 5-year review by FEMA in 2011. Mike said that if any CAER member who would like to read a rough draft of the plan should send an e-mail to Mike or Chris.

Call to Order:

Meeting was called to order by Tom Karnauskas.

Attendees:

Tom Karnauskas, Mary Fink, Mike Johnson, Chris Gannon, Karen Fontaine, Dennis Hollatz, Roger Wencl, Kim Wencl, Raymond Truelson, Sandee Hardy-Hagen, Lon Thiele, Matt Durand, and Autumn Gangelhoff

Approvals:

Routine business review included:

1. Minutes of February 16, 2011 General Meeting were approved as published on the SCEM Portal.
2. The Treasurer's Report was approved with a balance of \$1,930.69. Shirley Woodfill will work with Mary Fink to reconcile a check for \$96.50 that has not cleared the CAER bank account. Mary will set up an on-line banking account with US Bank so that she can download monthly statements.

Old Business:

1. Mike reported that he should hear in April meeting about the approval of grant money for the purchase of new badge equipment. The plan is to replace current volunteer badges when they expire. The new badges will have a uniform color code that is uniform across the SE HSEM Region. The badges will be purchased through IdentiSys.
2. Tom reminded CAER members to submit their newspaper articles using the schedule printed on the back of the agenda document. Chris Gannon was asked to write a newspaper article about flood preparation.

New Business:

1. The CAER Drill planning committee will start meeting as soon as funding becomes available
2. Mike announced that Mary Kay Feltes, Owatonna Library Director, will function as the city/county Public Information Officer

Citizen Corp Reports

- **CERT:**
Sandee Hardy-Hagen-CERT submitted a newspaper article about the local volunteers who had attended the state MNVOAD Convention in Bloomington on February 26. Dennis Hollatz has updated the CERT training materials.
- **Medical Reserve Corp/Public Health:**
Steele County Public Health and Steele County Environmental Services have updated the flood information on the county webpage.
- **Hospital:**
No report

- Ellendale Emergency Manager:
No Report
- Salvation Army:
SA has a new member. On April 14 volunteers will have a program about the role of SKYWARN. A discussion was held about the usefulness of obtaining a vehicle to use as a canteen. Flood clean-up kits have been ordered but the kits have not arrived yet.
- Emergency Medical Services: No Report
- Civil Air Patrol:
No Report
- MN VOAD
Matt Durand will write a newspaper article about Steele County volunteer response organizations. He plans to schedule a meeting of volunteer agency coordinators in the near future. He is encouraging more people to sign up for the Code Red notifications. Matt is helping to inventory emergency response supplies that are available in Steele County on the Resource Management System Master List. Volunteers have been filling sandbags that are being stored at the airport.
- RACES/ARES:
Tom Karnauskas reported classes have been completed for new HAM radio operators. New HAMS will be checking radio equipment and antennas when the snow disappears
- Red Cross:
Brenda Ziebell-No report
- Skywarn:
Chris Gannon reported that spotter training was completed on March 1st. Medford Fire Department training was completed on March 14th. Dates for the Ellendale Fire Department Training have not yet been scheduled. The MN SKYWARN conference will be held on April 9th. Dave Purcell and Chris Gannon will be presenters at the conference.
- Law Enforcement:
Lon Thiele reported that the Sheriff's Department has been busy coordinating law enforcement's role in a recent murder trial.
- Chamber of Commerce:
No report
- Steele County ClothesLine:
The ClothesLine is seeing a decrease in donations due to other organizations and agencies that are providing opportunities for clothing and household item pick-up. Mary Fink reminded CAER members that these donations do not stay in Steele County for redistribution to needy persons

Steele County Emergency Manager Report:

Mike Johnson gave a Flood Update. He reported that a Flood Response Plan has been developed. Flood information has been placed on the city of Owatonna homepage. The extent of flooding cannot be predicted but the flooding is not expected to be as severe as last flooding last fall. The Engineering Department is working on developing a sandbag filling device. The plan is to prefill sandbags that would be available in sufficient supply, if needed. KTTC TV in Rochester will conduct an interview with Steele County Emergency Managers on March 17 regarding local flood planning activities. Mike said that there may be requests from other communities in Minnesota to assist with their flood response efforts.

Adjournment

The meeting was adjourned at 9:00 PM The next meeting will be held at 7:00 PM on April 20