

Steele County CAER Minutes
October 19, 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, Mike Johnson, Raymond Truelson, Stacy Mielke, Tom Karnauskas, Iris Johnson, Craig Strand, and Autumn Gangelhoff

Approvals:

Routine business review included:

- Minutes of July 21, 2011 General Meeting were approved with one correction. Ray asked that the minutes should be amended to read that Barb from the 911 Center is resigning due to retirement.
- The Treasurer's Report was approved with a balance of \$1,778.82. Mary stated that the charge of \$21.95 for checks will be waived by US Bank. This waiver will be reflected on the next statement. Mary also reported that the CAER account is now on electronic statements.

Old Business:

Tom reported that he had made some changes to the main page of the SCEM Portal. He removed information about H1N1 and he added information about winter preparedness.

New Business:

Mike Johnson told the group that the Canadian Pacific Holiday Train will be coming to Owatonna on December 5 at 5:30 PM. He is planning on asking CERT volunteers to assist him with the event. Anyone else who would like to assist is encouraged to contact Mike. Tom reported that the annual CAER elections will be held at the November Meeting. The following positions are up for reelection: President, Treasurer, and 1 board position. Both Mary and Tom agreed to serve another term.

Citizen Corp Reports

- CERT:
No report Medical Reserve Corp/Public Health:
Karen reported that 6 MRC volunteers had assisted SCPH at their annual flu clinics.
- Hospital:
Stacy reported that the hospital is planning for a facility drill in November. The drill will be a Mass Fatality incident with an influx of victims.
- Ellendale Emergency Manager:
No Report
- Salvation Army:
No new updates
- Emergency Medical Services:
No Report

- Civil Air Patrol:
No Report
- MN VOAD:
No report
- RACES/ARES:
Tom reported that ARES had met with other ARES Emergency Coordinators and SE MN Red Cross to discuss activities for next disaster preparation
Tech Class has been scheduled to begin on February 14, 2012.
A discussion was held at the radio Club suggesting a special event station at the Steele County Free Fair next year.
- Red Cross:
Iris reported that the Red Cross is going through reorganization. The local Red Cross Chapter office will be open on Tuesday, Wednesday, and Friday.
- Skywarn:
Autumn reported that there will be a pancake breakfast with the Special Deputies on December 11th. Tickets were handed out this week.
Spring SKYWARN training has been scheduled for March 13, 2012.
- Law Enforcement:
No report
- Chamber of Commerce:
No Report
- Steele County Clothesline:
Mary reported that the Owatonna Care Center Nursing Home has collected over 100 blankets for the Clothesline. All of the blankets have been distributed. There is a winter coat drive going on at Steele County churches.
- City Council Representative:
No news to report

Steele County Emergency Manager Report:

- Chris and Mike reported that they had resubmitted the 5 year mitigation plan for review by the State and FEMA, funding has been earmarked for emergency outdoor sirens, and emergency generators are on hold until the plan is approved.
- DNR will be installing two automated flood stage gauges at Bridge St. and Dave Rd.
- A Citizen Corp grant has been submitted for CERT. Grant money will be used to purchase fifteen kits and monetary funding to help pay for the January 2012 CERT class manuals.
- Mike reported that he will appear before the County Commissioners on October 24th to request that the assistant emergency manager position become permanent.
- Emergency Management is continuing to work on 800 mg Hertz radio implementation in Steele County.
- Mike and Chris also continue to work on flood clean-up issues.
- Mike reminded members that Ray Truelson serves on the the 911 Joint Power Board. The Code Red notification system is not meeting the needs of our community. A different system may be adopted in the future.

Program:

A discussion of the September 28th CAER drill was held. Craig Strand was present to present his evaluative comments and observations. Some of the comments that he shared included: it was great to see so many different agencies represented, Steele County agencies have a reputation of working well together, and that the exercise was well organized. Some areas that were identified as needing further work include badging issues, updating Code Red Notification lists, encouraging EOC participants to bring their laptop computers to the EOC, and providing ongoing training for the Campfire group chat system.

Adjournment:

The meeting was adjourned at 8:55 PM.

The next meeting will be held at 7:00 PM on November 16.
Annual Meeting and Elections.