

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

Location:

Owatonna EOC

Introductions

Emergency Operations Plan Review:

Emergency Support Function #5.10 Hazardous Materials review was facilitated by Mike Johnson, Steele County Emergency Manager. This Emergency Support Function provides basic information and concepts for coping with potential hazardous material incidents (chemical, biological and radiological) within Steele County.

The Operations Plan can be viewed at the Steele County Emergency Management Portal. The link is <http://www.emergency.owatonna.info> a person must log in to view the Emergency Operations Plan. Contact Mike Johnson, if you need to obtain a user name and password.

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 Wencil, Kim Wencil, Raymond Truelson, Roger Swearingen, Matt Durand, Matt Arthur, and Autumn Gangelhoff

Approvals:

Routine business review included:

1. Minutes of January 19, 2011 General Meeting were approved as published on the SCEM Portal.
2. The Treasurer's Report was approved with a balance of \$1,937.34. A check for \$96.50 will be covered out Emergency Management Funds.

Old Business:

1. Mike reported that he should hear on February 18 if the HSEM grant for the badge equipment purchase has been officially approved.
2. Tom reminded CAER members to submit their newspaper articles using the schedule printed on the back of the agenda document
3. Tom and Mike reported that the SCEM portal will be converting to Word Press in the near future.

New Business:

1. Reminder that the MNVOAD Conference will be held on February 26 in Bloomington. CERT will have 10-12 volunteers attending.
2. A SKYWARN Training will be held on March 1. Ray said that some of the volunteers are not receiving notifications. Chris Gannon and Dave Purscell will check to see if SKYWARN volunteers are receiving the Honeywell Alerts that are sent the 1st Wednesday of every month. .
3. Tom reviewed the 2011 goals for CAER
4. Matt Durand volunteered to be the new MNVOAD Coordinator for Steele County.

Citizen Corp Reports

- **CERT:**
Reported that CERT is planning on sending 10-12 volunteers to the MNVOAD Conference on February 26. CERT members

are also trying to prepare for possible spring flooding in Steele County. Members are currently exploring the purchase of a sand bag machine to assist in filling sandbags.

- Medical Reserve Corp/Public Health: Karen Fountaine:
Reported that the Center for Disease Control (CDC) is requiring all public health agencies to write a detailed operational plan for the receipt and distribution of Strategic National Stockpile (SNS) supplies to their county.
- Hospital:
No report
- Ellendale Emergency Manager: Roger Swearingen
Roger was asked to check on the condition of the flood gauge in Ellendale.
Matt Arthur reported that the Ellendale Emergency Operations Center (EOC) is not functioning properly
- Salvation Army:
Roger said that his wife, Kim, will be assisting him with Salvation Army responses.
- Emergency Medical Services:
No report
- Civil Air Patrol:
No report
- MN VOAD
 1. MNVOAD Conference "February 26
 2. Matt Durand will take on the coordinating the volunteers section of the Emergency Management plan.
 3. Mike asked Matt to contact Dennis Walters to receive information about paying state annual dues.
 4. Mike said that CAER will pay the state dues for the county MNVOAD chapter.
- RACES/ARES: Tom Karnauskas
Volunteers will take part in a June Emergency Communications Exercise.
- Red Cross: Brenda Ziebell
No report
- Skywarn: Chris Gannon
March 1 Training
- Law Enforcement: Lon Thiele
No report
- Chamber of Commerce
No report
- Steele County Emergency Manager Report: Mike Johnson
 1. On February 17 at 7:00 there will be a program on pipeline safety at the Holiday Inn
 2. The 5 year Mitigation Plan has been approved.
 3. The goal is to have 32,000 sandbags prepositioned in response to the possibility of major spring flooding.
 4. Mike and Chris plan to attend the State Association of Emergency Manager's Conference .

Adjournment

The meeting was adjourned at 9:00 PM.

Tom requested that the March 16 CAER General Meeting start at 6:30.

At 7:00 there will be a public meeting to review the Steele County Mitigation Plan.

These meetings will be held at the Community Building.