

Steele County CAER Minutes

November 21, 2019

Location:

Owatonna Firehall

Call to Order:

Meeting was called to order at 6:30 pm by Iris Johnson.

Attendees:

Iris Johnson, Mike Johnson, Lois Nelson, Bonnie Johnson, Rick Hager, Jerry Ibberson, Justin Austin

Routine Approvals:

- Minutes of Sept 18, 2019 were approved. Mike Johnson 1st & Jerry Ibberson 2nd
- Treasurer's Report was unchanged with a balance of \$1,804.77 Mike Johnson 1st Bonnie Johnson 2nd approved.

Old Business:

1. Winter Storm AAR Improvement Plan
 - a. The crosswalk checklists for opening the Armory and Trinity are not completed yet.
 - b. The shelter plan for Medford has moved forward a few steps. Cots, blankets and comfort kits were acquired. A Shelter forms & information kit was put together. Bonnie Johnson will work with Medford to explain how to use the forms. Tim Van Engelenhoven is discussing how to acquire rolling carts from Wenger for storage.
 - c. To aid communications with Ellendale and Blooming Prairie sheltering efforts, the plan is to use 800 MHz radios.
2. CERT S & R AAR improvement Plan
 - a. The crosswalk checklists are not being worked on yet.
 - b. To create better instructions – Iris reviewed forms in the CERT manual and revised the S & R Briefing form to use during S&R. Iris asked Dan Richter who attended the training to help her.
3. Training
 - a. MGT346 EOC was held on Oct 15-17 at the firehall. There were around 20 students from around the state. Four CAER members participated; Iris Johnson, Tom Karnauskas, Jerry Ibberson & Lois Nelson. The class was well organized, and the instructors were experienced.
 - b. The CAER First Aid Refresher on Oct 23rd had 20 attendees from various CAER groups. Lori Heslep lead the class and shared her experience as an EMT.
 - c. FAC (Family Assistance Center) Tabletop was on Nov 12th. Megan Norbeck attended.
 - d. The CERT Fall Class was completed on Nov 21st with 8 students graduating.
 - e. Medford Shelter Drill – Tentatively scheduled for Dec. Tom Karnauskas to lead. Bonnie Johnson to assist.
4. SCEM Portal update is still in process.
5. Everbridge lists are still being updated.

New Business:

1. CAER Elections
 - a. Motion to re-elect Tom Karnauskas as President, 1st Bonnie Johnson 2nd Lois Nelson passed,
 - b. Motion to re-elect Sandee Hardee Hagen Treasurer 1st Bonnie Johnson 2nd Rick Hager Passed.
2. Holiday Train
 - a. Coming to Owatonna on Dec 5th. Setup at 2:30pm, safety briefing at 3:00pm by the water tower, train show 3:15 – 4:45pm. Other entertain before and after the train goes through. Refreshments for sale.

Member Reports

American Red Cross

Steele County Red Cross is acquiring 1 rolling cart, 100 comfort kits, clamshells and cups from Rochester on 11/22. The rolling cart and 25 comfort kits are going to Ellendale and Medford is getting 25 comfort kits. 0 comfort kits are being stored at the Owatonna firehall. A shelter kit was assembled for Medford. This winter Megan Norbeck is taking the lead for any feeding needs. Iris Johnson attended the 3-day EOC Training at the firehall.

CERT

A New Members Class with 8 students was held in November. Last class is on 11/21. The First Aid Refresher was held in October with people from several groups attending. CERT is providing safety for the Holiday Train on Dec 5th. Lois Nelson, Jerry Ibberson & Tom Karnauskas attended the EOC Training.

SKYWARN

Steele County Skywarn is holding a Pancake Breakfast Fundraiser December 8th. at the Owatonna VFW. Tickets are available from members.

Ellendale Emergency Manager

City of Ellendale, Jerry Ibberson attended Emergency Operations Center training in Owatonna. It was a great 3 day class.

Chamber of Commerce

- Highway 14 Groundbreaking held on November 1st. MNDot doing some prep this fall.
- Business Boot Camp partnering with South Central SHRM group on November 21 – 11:30 – 1:00; Owatonna Country Club, Topic: Marijuana & the Workplace.
- Owatonna Community Leadership Academy (OCLA) held Government Day on 11/12; December 10 is Education Day
- Shop Owatonna: November 29 – December 24 – Punch card at businesses and a chance to win dollars
- Small Business Saturday: Saturday, November 30

- Chamber Gift Certificates available in \$5, \$10 and \$25 increments call the office 451-7970 for large orders
- Canadian Pacific Holiday Train – Thursday, December 5 @ 3:40 pm; 1145 Park Drive. Local musicians will entertain at 3 pm, train performers at 3:45 pm.
- Lighted Holiday Parade – Thursday, December 5 @ 6 pm; Downtown on North Cedar ending up in Central Park – lighting of lights after parade is completed
- Hometown Holidays – 4 days of Holiday events – December 5 – 8 – visit www.owatonna.org for details
- Chamber office closed on November 28 & 29 and at noon on December 24 and all-day December 25. Office closed on January 1, 2020

Meeting Adjourned at 7:31 pm

Next Meeting to be announced.