



## Steele County CAER Minutes

March 16, 2022

### **Location:**

Steele County Admin Bldg lower-level room 40 & on TEAMS

### **Call to Order:**

Meeting called to order at 3:30 pm by Tom Karnauskas.

All participants introduced themselves and their organization.

Attendees: Jerry Ibberson, Iris Johnson, Kristen Sailer, Tom Karnauskas, Bonnie Johnson, Major Michele Heaver, Amber Aaseth, Rick Ellingson, Rick Hager, Ed Hoffman, Dennis Hollatz, Troy Klecker, Melissa Kofstad, Megan Norbeck, Thad Rosenberg, Lon Thiele, Annette Duncan, Justin Austin, Lisa Boyd, Franklin Birch, Bonnie Johnson, Jamie Vogt, Joe Eichten

### **Old Business**

1. CAER Checking Account – All funds were transferred to the Steele County Emergency Manager account. CAER bylaws need to be amended at the next CAER meeting to reflect that a treasurer is no longer needed.

### **New Business**

1. The group agreed that holding CAER meetings going forward should be on the 3<sup>rd</sup> Wednesday of all odd months at 3:30pm and that participants may come in person or join on TEAMS.

### **Training**

1. Kristen Sailer is looking for input from all participants.
2. Kristen Sailer is planning to hold a tabletop in May and want one business to be the host.
  - a. Scenario based on the risks of the business.
  - b. Kristen to facilitate.
  - c. Thad Rosenberg with Wenger is interested in hosting the tabletop.
  - d. Pacific Railroad offered to assist.
  - e. CAER can hold more tabletops in the future.
3. Kristen stated that a 3-year training plan is needed. It includes testing communications and working up to a full-scale exercise that normally takes 18 months to plan.
4. There are 64 Tier 2 businesses in Steele County. A Tier 2 has 10,000 lbs of hazardous material.

### **EPA Regulations**

1. All Tier 2 facilities are required to develop emergency plans annually.
2. There are 355 different chemicals in the county.

3. Tier 2 businesses share their plans with the county Emergency Manager and local fire departments.

## **Updates**

1. Medford – Rick Hager has a lot of inexperienced staff that needs training. He has started working again on sheltering plans. He has Tier 2 plans for his city stored at the firehall.
2. United Way – Annette wants to know how they can help with volunteers. She is going to put out to her group that there is a new CERT Class they can join.
3. Pacific Railroad – Is willing to train any group any time they request it at no charge.
4. Owatonna Fire Department – Ed Hoffman said Tier 2 for all companies are on file. He does pre-planning with facilities.
5. CERT – Dennis Hollatz reminded all groups that CERT can help in areas they are trained for. Iris Johnson shared that we have a new member's class starting and people can signup for it through community ed.
6. Red Cross – Iris Johnson shared that they are back to installing smoke alarms.
7. Skywarn – Held a class this week.
8. Public Health – Is doing home health care, emergency response preparedness and covid shot clinics.
9. Cybex – Tier 2 report completed.
10. Salvation Army – Michele Heaver said they are prepared to help when asked.
11. Steele County Sheriff - Lon Thiele would like to hold a tabletop that involved the nuclear plant.
12. Owatonna City – Troy Klecker is here to support the group's efforts.
13. Wenger Corp – Thad Rosenberg managed the Tier 2 report.
14. Federated Insurance – Jamie Vogt managed Tier 2 report.

Meeting adjourned at 4:33 pm.

## **Next Meeting**

May 18<sup>th</sup> at 3:30pm Steele County Admin Bldg lower-level room 40