



Steele County CAER Minutes

September 21, 2022

Location:

Steele County Admin Building, Board Room and virtual option by TEAMS.

Call to Order:

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

Attendees: Jerry Ibberson, Iris Johnson, Kristen Sailer, Tom Karnauskas, Thad Rosenberg, Ed Hoffman, Dennis Hollatz, Lon Thiele, Jill Bondhus, Annette Duncan, Frank Birch, Michele Heaver

Routine Approvals:

Minutes for 20220518 approved 1st Thad Rosenberg 2nd Iris Johnson

Current Business

1. Reviewed verbiage of CAER By-Laws.
 - a. Motion to accept the changes made that included dropping the Treasurer's position and changing the address to the Steele County Admin Building. 1st Jerry Ibberson 2nd Annette Duncan passed.
2. Wenger Hazmat Exercise After-Action Report.
 - a. Exercise objectives were to review and update the emergency action plan and procedures, develop an interagency network that prioritizes preparedness and response and identify gaps in training and policies.
3. Training and Exercise Questionnaire
 - a. Kristen handed out a copy to each member present and asked everyone to complete it and return it after the meeting. Kristen needs NIMS certificates numbers from each group.
4. EPCRA & SARA Title III Requirements
5. OSHAS Process Safety Management
 - a. OSHA wants input from companies on management process safety by Oct12th. There is a stakeholder meeting on Oct 12th to discuss the rule changes.
 - b. OSHA Process Safety Management Rule Change Comment period (11/14) and Stakeholder meeting (10/12)
 - i. [2022-20261.pdf \(govinfo.gov\)](#)
 - ii. [Process Safety Management - Background | Occupational Safety and Health Administration \(osha.gov\)](#)
 - c. Resources
 - i. [Process Safety Management on Unified Regulatory Agenda \(Spring 2022\)](#)
 - ii. [Process Safety Management SBREFA Webpage](#)
 - iii. [Chemical Facility Security and Safety Working Group](#)
 - iv. [Process Safety Management Rulemaking Docket \(OSHA-2013-0020\)](#)
 - v. [RFI and comments to the RFI are available in Docket# OSHA-2013-0020](#)
 - vi. [Oct 12, 2022, Process Safety Management Stakeholder Meeting](#)

6. Shelters

- a. Kristen Sailer received a grant to purchase shelter supplies. The first two kits will go to the Armory and Trinity Lutheran Church. Jerry Ibberson asked for the new forms to use at the shelter in Ellendale. Lon Thiele stated that it is easier to open a shelter at Trinity than to open one at the armory.

Previous Business

1. The Steele County Free Fair went well. There were two weather events.
2. AMEM Conference
 - a. This is a meeting for emergency managers. Kristen Sailer was elected as Treasurer for the next 3 years.
3. A township meeting is scheduled for Sept 26th to review the mitigation plan hazard surveys.
4. An EOP review to be held in Rochester by RRC on November 7.

Updates

1. Ellendale Emergency Manager
 - a. Jerry Ibberson stated all groups are short volunteers.
2. CERT
 - a. The new members class was canceled due to lack of participants and will be scheduled for a later date.
3. Owatonna Fire Dept
 - a. Ed Hoffman provided update, is short fire fighters. They held training on emergency response to LP and Anhydrous Ammonia.
4. Red Cross
 - a. Is short disaster responders.
5. Public Health
 - a. Holding COVID vaccinations "drive thru" clinics on every Wednesday at the SCPH facility (635 Florence Ave). In Oct they will include flu shots.

Meeting adjourned at 4:36pm.

Next Meeting

Currently scheduled for 16-Nov at 3:30PM.

Meeting reminder will be sent by Everbridge.