

# Steele County CAER Annual Meeting Agenda



## **Meeting Specifics**

16-Nov-2022 @ 3:30 PM  
Steele County Administration Building  
630 Florence Avenue  
Room 40 – Lower Level  
Teams Link: [Click here to join the meeting](#)

## **Introductions**

Round table self-introductions.

## **Routine Approvals**

1. Financial Report
2. Minutes of 21-Sept Meeting, posted on the SCEM Portal.
  - a. [September Minutes PDF](#)

## **Old Business**

1. Training and Exercise priorities
2. Township Meeting 26-Sep review
3. EOP Regional Review Committee update

## **New Business**

1. Election of Officers – Secretary position and any executive committee members
2. EPCRA & SARA Title III Requirements for facility coordinator responsibilities, equipment, and training listing
3. Shelter Kit Grant Update
4. Shelter Forms Training 16-Nov 6:30pm at OFD
5. CAER Organization Structure Discussion

## **Steele County Emergency Manager Report:**

1. Kristen Sailer

## **Member Reports**

1. CERT
  - New CERT member training was canceled.
  - Sheltering exercise planned for December 17.
2. SKYWARN
  - SKYWARN pancake breakfast is scheduled for Sunday 11-Dec at the Owatonna VFW from 8am to noon. Tickets for sale.
3. RACES
  - Nothing to report.

## **Adjournment:**

1. Next meeting: 18-Jan