

Central MN Emergency Management Advisory Committee
Pope County Courthouse Community Room
130 East Minnesota Ave Glenwood, MN 56334
Wednesday January 24, 2018
Start Time 1:00pm

AGENDA

1. Call to Order
2. Roll Call and Introductions
3. Revisions and Approval of Agenda
4. Approval of Minutes
5. Reports
 - a. Emergency Services Board/Executive Committee (EMAC Chair)
 - b. Users & Owners and Operators (Al Fjerstad)
 - c. Regional Advisory Committee (EMAC Chair)
 - d. Interoperable Communications (Mike Wisniewski, Tina Lindquist)
 - e. IPAWS (Patrick Waletzko, Erin Hausauer)
 - f. AMEM (Lynn Siegel)
6. Staff Updates
 - a. Regional Planner (Paul VanVoorhis)
 - b. Fiscal Agent (Mark McCabe)
7. Workgroup Reports
 - a. Management/Grants
 - b. Regional Preparedness Report
 - c. Strategic Plan/Work Plan
 - d. Training and Exercise
8. New Business
 - a. VTC Schedule or Web Service
 - b. Core Capability Assessments Collection of Data for Strategic Plan
 - c. Threat Liaison Officer for Counties Training
9. Old Business
 - a. FAD Training
 - b. Committee Sign up List
10. General Discussion
 - a. Regional Public Health Meeting (Patrick Waletzko)
 - b. Regional Hospital Meeting (Dona Greiner, Lynn Siegel, Erin Hausauer, Jim McDermott)
11. Upcoming Events & Announcements
 - a. Next meeting is February Governor's Conference
12. Adjournment

Central MN Emergency Management Advisory Committee
Draft Meeting Minutes
December 6, 2017 Douglas County

Members/Alternates Present:

1. Jim McDermott- Delegate Benton County
2. Dona Greiner – Delegate Big Stone County
3. Mark McCabe – Alternate Douglas County
4. Tina Lindquist- Delegate Grant County
5. Kim Lindahl – Delegate Kandiyohi County - Ace Bonnema – Alternate Kandiyohi County
6. Dan Miller – Delegate Meeker County - Stephanie Johnson- Alternate Meeker County
7. Patrick Waletzko- Delegate Otter tail County
8. Tim Riley- Delegate Pope County
9. Erin Hausauer- Delegate Stearns County - Kristen Tschida- Alternate Stearns County
10. Dona Greiner- Delegate Stevens County
11. Bill McGeary- Delegate Swift County
12. Mike Wisniewski- Delegate Todd County
13. Lynn Siegel- Delegate Traverse County
14. Breanna Koval- Delegate Wilkin County
15. Seth Hansen – Alternate Wright County
16. Steve Wunderlich - Delegate City of St. Cloud

Members/Alternates Absent:

1. Krista Hartman – Alternate Big Stone County
2. Troy Wolberson- Delegate Douglas County
3. Greg Lillemon – Alternate Grant County
4. Al Fjerstad – Delegate Mille Lacs County
5. Victoria Ingram – Delegate Morrison - Shawn Larsen- Alternate Morrison County
6. Barry Fitzgibbons- Alternate Otter tail County
7. Nathan Brecht- Alternate Pope County
8. Jason Dingman- Alternate Stevens County
9. John Holtz- Alternate Swift County
10. Trevor Wright- Alternate Traverse County
11. Tyler Wheeler – Delegate Wadena County - Bryan Savaloja- Alternate Wadena County
12. Rick Fiedler- Alternate Wilkin County
13. Steve Berg – Delegate Wright County
14. Jim Mortenson- Alternate City of St. Cloud

Guests:

1. Kim Joos, Pope County
2. Don Sheldrew
3. Jeanna Hayes, HSEM

1. The meeting was called to order by Chair Erin Hausauer at 10:00pm
2. **Roll Call:** Roll call was taken with a quorum of members present.
3. **Revisions & Approval of the Agenda:** Steve Wunderlich City of St. Cloud made a motion to accept the agenda Bill McGeary Swift County seconded the motion.
4. **Approval of Minutes:** Tina Lindquist Grant County made a motion to accept the 10/25/17 CM EMAC meeting minutes seconded by Mike Wisniewski Todd County Motion carried with amendments to minutes.
5. **Hospital Coalition Rep.** Don Sheldrew talked to the group about the hospital preparedness coalition by-laws. Kim Lindahl concern is that health care coalition is duplicating all hazard plan that the EMs already do. Don stated that hospitals want to reach out to other hospitals not a middle man (i.e. emergency managers) but they are driving home local emergency preparedness first then go to the coalition, he said coalition won't do anything with connecting with local EMs. Hospital Coalitions need to have emergency management, hospital, EMS, and public health be part of/support the coalition or the funding could be decreased or gone completely. Tina Lindquist asked how this legally binds the EMs and if it can be a regional agreement instead of individual agreements and if connections aren't being done now why does this document even matter? Don stated that healthcare coalition is trying to bridge the gap with EM, EMS, Public Health, and Hospitals. There was a question about what the purpose of this is what is our responsibility Don answered that is it about giving advice not expecting/wanting the EMs to do something. Is there a document that states how they are to contact EMs? Hospitals are told to do so but that doesn't always happen. Don stated they really want EMs at the table for their meetings so they know what is lacking in certain situations.

6. **Reports**

- a. **Restructure Representatives & Report:** The official representative to the RAC, O&O, and ESB is supposed to be the EMAC Chair, Tina Lindquist Grant County made motion to have EMAC chair or vice-chair in case chair is not available to be the representative to these committees motion seconded by Steve Wunderlich City of St Cloud motions carried.
- b. **ESB/Executive Committee:** no report
- c. **Users & Owners and Operators:** no report
- d. **RAC:** no report
- e. **Interoperable Committee:** AT&T going to be putting on a road show to show region what they have to offer, talked about doing it at conference also
- f. **IPAWS:** Committee structure will change but not for us, looking to bring users and broadcasters in for committee, there is a multi-year strategic plan that has been worked on, meetings will be moving meetings not just in St Paul from now on. There is a new chair. IPAWS went down for a brief period of time not sure what happened, keep your eyes on your certificate for IPAWS as it is an expiration date good for 3 years at a time. CodeRed changed the way you access IPAWS now.
- g. **AMEM:** There is a proposal going to be presented to legislation for a general fund account for emergency management requesting 3 million to be distributed equally to counties this is in addition to EMPG, we are still in support of the new state EOC being built, continue to work on rail and pipeline safety account, new website is being launched in the near future, we will not hire a consulting firm to run the conference from now on John Strongitharm will be doing that, and the state is working on Web EOC and there will be a portion that is available to counties but if you want additional features you must pay for those add on yourself.

7. Staff Updates

- a. **Tom Justin, Regional Planner:** Report will be emailed out to region
- b. **Fiscal Agent:** There is about \$14,000 left to spend down for the month of December. IPAWS grants have been paid out to all the entities that requested but Swift County.

8. Workgroup Report

- a. **2018 Committee Sign up:** choose work group to be on and sign up
- b. **Management/Grants:** Conducted interviews voted to contract with Preferred Response
- c. **Regional Preparedness Report:** All but one county participated in this there was good data collected Tom Justin is working on a draft report hope to get it done by the end of the year. Will seek feedback on where we want to go from here.
- d. **Strategic Plan/Work Plan:** Work plan is done preparedness report will feed strategic plan for early 2018
- e. **Training/exercise:** Goings Consulting came and did FAC training binders were pulled for all counties. Wrapping up the year with FAD exercise this exercise can also be done next year.

9. Old Business

Meeting schedule needs to be shared.

10. New Business

- a. Voting for chair vice-chair and secretary nominations are Seth Hansen Chair, Victoria Ingram Vice-Chair, and Lynn Siegel Secretary motion made by Mike Wisniewski Todd County, and Kristen Tschida Stearns County motion carried a transition meeting has been set up.
- b. State is requiring COOP plan for sheriff's office to be complete by March 31st 2018 wondering if they contacted EMs as they can be part of the county COOP plan, there is a meeting next week in Douglas County to help write plan next week, Stephanie Johnson Meeker County will send out a copy of a COOP plan for an example.
- c. EMAC listserv Members that have voting authorities do we want to change it to send to other members of the EMAC of just the voting members? Decided to keep as is and voting members are responsible to send to other members.
- d. Delegate and alternate for Hospital coalition: West Central Delegate-Dona Griener, Alternate-Lynn Siegel, Central Delegate-Erin Hausauer, Alternate-Jim McDermott
- e. Draft contract with Preferred Response not to exceed dollar amount this should be approved in December Paul is drawing up work schedule for how he will be compensated.

11. General Discussion

- a. Regional Public Health meeting: The emergency prep meeting will alternate face to face and phone call, West Central is scaling back on emergency preparedness in public health and moving hour to different responsibilities
- b. Hospital coalition: conference call on Thursday about CMS rules. Inspections have begun, hospital coalition website has all CMS info

- c. West Central EMS there is a new grant coming out for Narcan, CO2 detectors that were given to first responders are being used and helping, there is a safety equipment grant out for first responders right now, and there is a UAV meeting on December 20th.

11. Upcoming Events

- a. Next Meeting January 24th, 2018 in Pope County at 1:00pm

- 12. Adjournment** Meeting adjourned at 11:30am motion made by Bill McGeary Swift County, seconded by Mike Wisniewski Todd County motion carried.

Minutes submitted by Lynn Siegel

HSEM Region IV Meeting Schedule 2018

January 24th 10:00am Quarterly Meeting Pope County

February Governor's Conference

April 25th 10:00am Quarterly Meeting Stearns County

July 26th 10:00am Quarterly Meeting Stevens County

THURSDAY

October 24th 10:00am Quarterly Meeting Swift County

December 5th 10:00am EMAC Meeting

EMAC Quarterly Meetings will follow HSEM Meeting and Start at 1:00pm

HSEM Region IV Counties Quarterly Meeting Hosts:

Kandiyohi	*Stearns
Douglas	*Stevens
Meeker	*Swift
Morrison	Wadena
Otter Tail	Wilkin
*Pope	Wright

*meeting locations this year

2018 Committee Sign-Ups

Management/Grants

Dona Greiner

Kim Lindahl

Ace Bonnema

Mark McCabe

Kristen Tschida

Stephanie Johnson

Lynn Siegel

Regional Preparedness

Bill McGeary

Patrick Waletzko

Erin Hausauer

Mike Wisniewski

Breanna Koval

Training and Exercise

Seth Hansen

Lynn Siegel

Tyler Wheeler

Steve Wunderlich

Jim McDermott

Steve Berg