

**Central MN Emergency Management Advisory Council  
Stearns County  
Sartell Public Safety Facility  
501 Pinecone Road South, Sartell MN 56377  
Wednesday July 27, 2022  
Begins at 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, Stephanie Johnson)
  - b. Users & Owners and Operators (EMAC Chair)
  - c. Regional Advisory Committee (EMAC Chair)
  - d. Interoperable Communications (Mike Wisniewski)
  - e. IPAWS (Patrick Waletzko, Erin Tufte)
  - f. AMEM (Lynn Siegel)
6. Staff Updates
  - a. Regional Contractor
  - b. Fiscal Agent (Mark McCabe)
7. Workgroup Reports
  - a. Management/Grants (Richard Ward)
  - b. Strategic Plan/Work Group (Patrick Waletzko)
  - c. Training and Exercise (Richard Ward)
8. Old Business
  - a. Bylaws for the election process
9. New Business
  - a. 2023 calendar Discussion
  - b. Proposed voting on AMEM Rep at July mtg instead of AMEM Conference
  - c. EMAC Bylaws
  - d. SHSP Grant Request-City of St Cloud
  - e. SHSP 2021 and SHSP 2022
10. General Discussion
  - a. Regional Public Health Meeting (Patrick Waletzko)
  - b. Regional Hospital Meeting (Dona Greiner, Lynn Siegel, Erin Tufte)
11. Upcoming Events & Announcements
  - a. AMEM Conference September 18-21, 2022
  - b. EMAC Meeting, October 26, 2022, Location TBD
12. Adjournment

**Central MN Emergency Management Advisory Committee **Draft Meeting**  
Minutes**

**April 27, 2022 – In Person Meeting**

**Members/Alternates Present:**

1. Jim McDermott, Delegate Benton County
2. Dona Greiner, Delegate Big Stone County - Val Seifert, Alternate Big Stone County
3. Julie Anderson, Delegate Douglas County – Mark McCabe, Alternate Douglas County
4. Tina Lindquist, Delegate Grant County
5. Stephanie Felt, Delagate
6. Stephanie Johnson, Delegate Meeker County – Becky Howell, Alternate Meeker County
7. Erin Tufte, Delegate Stearns County
8. Dona Greiner, Delegate Stevens County
9. Bill McGeary, Delegate Swift County
10. Mike Wisniewski, Delegate Todd County
11. Lynn Siegel, Delegate Traverse County
12. Tyler Wheeler, Delegate Wadena County
13. Breanna Koval, Delegate Wilkin County
14. Seth Hansen, Delegate Wright County - Richard Ward, Alternate Wright County
15. Steve Wunderlich Delegate City of St. Cloud

**Members/Alternates Absent:**

1. Mark McCabe, Alternate Douglas County
2. Greg Lillemon, Alternate Grant County
3. Ace Bonnema, Alternate Kandiyohi County
4. Andy Beckstrom, Mille Lacs County
5. Victoria MacKissok, Delegate Morrison County - Shawn Larsen, Alternate Morrison County
6. Patrick Waletzko, Delegate Ottertail County
7. Tim Riley, Delegate Pope County - Nathan Brecht, Alternate Pope County
8. Kristen Tschida, Alternate Stearns County
9. Jason Dingman, Alternate Stevens County
10. John Holtz, Alternate Swift County
11. Trevor Wright, Alternate Traverse County
12. Bryan Savaloja, Alternate Wadena County
13. Rick Fiedler, Alternate Wilkin County
14. Lucas Dingmann, Alternate City of St. Cloud

**Guests:**

1. Lisa Villcheck, HSEM
2. Kim Joos, Pope County

1. The meeting was called to order by Chair Stephanie Johnson at 1:05 PM.
2. **Roll Call & Introductions:** Roll call was taken with a quorum of members present.
3. **Revisions & Approval of the Agenda:** Amendment made to agenda to change location of next meeting to Stearns County not Swift County. Motion made by Breanna Koval, Wilkin

County seconded by Tyler Wheeler, Wadena County motion carried with changes.

4. **Approval of Minutes:** Breanna Koval, Wilkin County made a motion to accept the January 26th 2022 EMAC meeting minutes seconded by Erin Tuft, Stearns County. Motion carried.

#### 5. Reports

- a. **ESB/Executive Committee:** Stephanie Johnson, ESB sent out SHSP grant letter to state in March and have not heard anything Micah Meyers and Jeff Jelinski will reach out again. ListServ will be ending May 16, 2022 emails are sent out this way we will now use the website there will be a private and a public list in each group. Next Gen 911 has MOU with ECN and checking to see if they need one for each PSAP.
- b. **Users & Owners and Operators:** Stephanie Johnson, Otter Tail County updated their participation plan it increased for 1100 to 1300 user ids this was approved. CASM hosted refresher training, COMU trying to become more formal group. Members of the region attended encryption summit May 4-5, 2022
- c. **RAC:** Stephanie Johnson, Looking at Next Gen 911 rapid deploy and what that might look like.
- d. **Interoperable Committee:** Mike Wisniewski, SKIP plan has been printed and distributed, trying to get more COMUs as a lot have left or retired, working on MNFOG CASM update.
- e. **IPAWS:** Patrick Waletzko, The State IPAWS Committee met on March 17 to discuss session topics for the Public Safety Communications Conference, progress update on SCIP goals, and filling committee vacancies. There will be a federal IPAWS webinar on How to Minimize Alerting Delays on May 5.
- f. **AMEM:** Lynn Siegel, working on schedule for conference, Breakfast with emergency management classes have been taking place, next meeting June 6<sup>th</sup> and 7<sup>th</sup>.

#### 6. Staff Updates

- a. **Project Manager:** Currently not in place
- b. **Fiscal Agent:** Mark McCabe, no report

#### 7. Workgroup Reports

- a. **Management/Grants:** Getting things closed out, 2022 will be coming in egrants soon, October is beginning of FEMA 2022 funding so hopefully we can get grant access quicker. ARPA has a small increase. 2021 SHSP ready to put into egrants, 2022 potential SHSP grant opportunity (EOC training) waiting for this to open up.
- b. **Regional Strategic Plan/Work Plan:** Feedback continues to be requested regarding the sample Hazard Vulnerability Assessment, particularly which format is preferred (e.g., the format for blizzard vs. format for fire). (attached)The Risk Assessment, Housing, and Long-Term Vulnerability Reduction capabilities remain the proposed focus areas until a new strategic plan is in place.
- c. **Training/Exercise:** Richard Ward, housing exercise is done will be emailing out.

#### 8. Old Business:

- a. **Bylaws for election process:** how and when we elect officers maybe be able to do elections earlier, we looked at the bylaws and since they say December we cannot have election earlier. Question was posed would there be a benefit to having nominations in July elections in October persons take over office in January? Motion was made by Mike Wisniewski Todd County and Seconded by Julie Anderson Douglas County to proceed with bylaw change and have the timeline move up motioned carries.
- b. **NWS Doppler Radar Committee:** met and discussed what the next steps looked like, we agree it falls under NWS and would rather work collaboratively with them. Reached out the NWS to see true radar coverage; Tina, Stephane and Ace are going to work on email to NWS to see

where things go from here. Was asked of anyone put in the HMP to improve coverage Kandiyohi and Big Stone said they did.

- c. **Salamander:** presented track app command and rapid tag they gave us a quote of \$76,000 for the region for 3 years, group decided to not pursue this.

#### 9. New Business:

- a. **Bylaws for Elected Officers:** see old business
- b. **ARC Introductions:** Jacob Ladenthin is the Red Cross contact, as well as Jesse Groettum will help support our region. They reviewed what services they provide and the steps to follow to get assistance. The services do need to be requested they will help with shelter, food, and supplies. They have a mobile feeding vehicle (ERV), they help with reunification after a disaster. They have a smoke alarm program called sound the alarm to participate you need to request from them. Youth preparedness programs K-2 Prepare with Pedro and 3-5 Pillowcase Project. CPEP presentations for adults to prepare, Hands only CPR, Shelter trailer they have 2 total 1 is housed in Alexandria, they will also help train you on shelter setup.
- c. **Regional Supplies:** Is it all in the same location, is it inventoried, how do you request it? Should have what inventory you have that is regional assets together and bring to July meeting, will discuss if some if it is out dated, and how you can request it.
- d. **COMU:** They are looking to find a group to be a subcommittee under, it was a lengthy discussion with the pros and cons of being under EMAC with the end result being that EMAC didn't feel they were the best fit for the group, this will be taken back to O&O to discuss the possibility of the RAC maybe being the best place for them.

#### 10. General Discussion

- a. **Regional Public Health Preparedness update:**

There is a new MDH Public Health Preparedness Consultant for the west central health region; Michelle Moritz's first meeting in the region was last week.

In addition to introductions/getting to know each other, the group talked about integrating COVID-19 into daily operations, the status of grant requirements/work plans, and upcoming events (e.g., public information training in Fergus Falls May 4 & 5, Under One Roof Conference May 17 & 18, Central/West Central HPC Training/Exercise May 24 & 25, and Footprints of Disaster Conference June 8)

- b. **Regional Hospital Preparedness update:** There will be an exercise the end of May at Camp Ripley starting to work on more general topics but still supporting and helping with Covid-19

#### 11. Upcoming Events and Announcements

- a. Next meeting Wednesday July 27, 2022 at 1:00 pm in Stearns County

12. Adjournment: Stephanie Johnson adjourned meeting at 2:36pm

Minutes Submitted by: Lynn Siegel