

# Meeting Minutes



Meeting: Membership Meeting  
Date: March 1, 2017  
Location: MNDOT Regional Transportation Management Center, Roseville, MN  
Chairperson: Kristi Rollwagen, President  
Secretary: Toni Hauser  
In Attendance: Mark Ray, Crystal  
Toni Hauser, Minneapolis  
Jenny Kane, MN State Patrol  
Karma Kumlin-Diers, Ramsey County  
Brady VandenBerghe, U of M  
Krysta Reuter, U of M  
Michelle Lakso, Minneapolis  
Dan Gossman, Federal Warning Systems  
Tom Scott, Blaine  
Dan Curley, Shoreview  
Pam Schultz, Fairview  
Ron Holbeck, Scott County  
Scott Haas, Scott County  
Kelly Miller, Carver County  
Ryan Kelzenberg, Anoka County  
Pj Doyle, Red Cross  
Betsy Phillips, Tyler Phillips Consulting  
Jonathan Bundt, Masa Consulting  
Doug Berglund, Washington County  
Cindy Tranby, Anoka County  
Angela Eastman, Washington County  
Bruce Kelii, Hennepin County  
Mark Sitarz, St. Anthony

## APPROVED MEETING MINUTES

### 1. Introductions of the membership

### 2. Approval of the minutes of the previous meeting

- Motion to approve from Karma Kumlin-Diers; seconded by Ryan Kelzenberg

### 3. Secretary Report

### 4. Treasurer Report

- The account balance is \$7,500
- The Board voted to approve a sponsorship request from MNVOAD for \$500 to support the annual MNVOAD conference.

### 5. Liaison Reports

AMEM (Mari Bostrom, representing AMEM region 6)

Emergency Medical Services (Ron Robinson, Metro Emergency Services Board)

Federal Executive Board (Andria Horwitz)

- Just completed an active shooter training provided by Federal Protective Services
- Starting to work on the national emergency exercise with DOI in DC
- Closer to completing our Closed POD plan

Fire Services (Jim Flanders, City of Minnetonka Fire)

GIS (Randy Knippel, Dakota County)

Metropolitan Emergency Managers Association

[www.mema-mn.com](http://www.mema-mn.com)

[mema.mn.us@gmail.com](mailto:mema.mn.us@gmail.com)

HSEM (Gary Peterson)

Law Enforcement (Dave Kolb, Champlin Police)

Metro Airports Commission (Kristi Rollwagen)

- Involved in planning for Super Bowl LII. Currently have 15 planning committees at the airport and using HSIN to coordinate.
- Hosting NTSB course on family assistance centers May 9-10, contact Kristi or Jonathan Bundt to register
- Continuing work on closed POD planning
- The Regional Distribution Node (RDN) plan and site will be replaced by a Receipt, Storing and Staging (RSS) plan and site in April
- CrashEx in 2018

Metro Health & Medical Coalition (Andy Yurek, Northfield Hospital)

- Participating in Super Bowl LII planning
- Forming a work group on information sharing in order to map out how communication through coalition members should occur
- The Preparedness Practicum was well attended

Metro Hospital Compact (Andy Yurek/Chris Breitbach)

- Hospitals met last year's grant requirements, so will receive funding for another year
- Officers for the 2017-2018 grant year were appointed
- Working with MDH on upgrades to MNTRAC and making it work correctly
- 95 personnel attended ALICE training and are now authorized to instruct the class

Military – Air Force (Jon Pieters)

- Have some exercises coming up this spring

Military – Army (Scott Galeazzi)

MNVOAD (Dan Christopoulos, Kim Dettmer, Becca Tumm, Cheryl Vennerstrom)

- March 18 is the MNVOAD conference!
- MNVOAD and John Bowen led a workshop at the Governor's Conference on how to reach out to MNVOAD members for support
- Members are going back to Waseca this weekend to help a homeowner who is still dealing with standing water in the basement

National Weather Service (Todd Krause)

- [Severe Weather Awareness Week is April 17-21](#). Tornado drills are scheduled for April 20.
- The flood outlook will be released tomorrow (March 2)

Private Sector (Ed Powlinski, Wells Fargo)

Public Health (Marcee Shaughnessy, Hennepin County)

- Robert Einweck is retiring at the end of April
- Working on planning for the next five-year grant cycle
- Heavily involved in Super Bowl LII planning

Public Works (Dan Curley, City of Shoreview)

- Thank you to Blaine for motivating other cities to check on their water systems
- From Tom Scott re: Blaine water: IPAWS was used to alert residents but the system did not work, weather radios didn't work, and we could not reach the State Duty Officer.

University of Minnesota (Lisa Dressler)

- First MLS game at TCF stadium is March 12

## **6. Emergency Management Director Updates**

Anoka (Terry Stoltzman)

- Drone training

Carver (Deb Paige)

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- Spoke to the Hamburg city council about their role in an emergency
- Coordinating with Greg Hayes for an IAP course
- Working with Scott County on ICS 300 courses
- Talking to Joe Kelly about elected officials training

Chisago (Scott Sellman)

City of Minneapolis (Barret Lane)

- Danielle Williams is leaving March 7 for Wells Fargo. Her position will be posted sometime in May. Until then, Michelle Lakso will take over most of Danielle's duties.
- Super Bowl LII planning
  - There will be a MACC and EOC open and Minneapolis will need people to staff positions.
  - There are currently 35 work groups under seven planning branches

City of St. Paul (Rick Larkin)

Dakota (Dan Carlson)

Hennepin (Eric Waage)

- 34 city EOC visits completed. During the visits staff look at facility updates, mitigation plans, 302/312 facilities, and city emergency plans.
- North group is collaborating on a process for managing damage assessments
- Looking at improving communication platforms in the county

Isanti (Mari Bostrom)

Ramsey (Judd Freed)

- Working on a program with ChildCare Aware on training for child care planning
- Hosting a debris management tabletop exercise in April
- Judd was at the White House and will be providing a report on his trip

Scott (Ron Holbeck)

- Reviewing all plans with all county departments
- Helping with an active shooter exercise at Shakopee Mdewakanton

Sherburne (Kyle Breffle)

Washington (Doug Berglund)

- Lots of planning activities happening and will be visiting all 31 communities in the county
- Family Assistance Center exercise in the fall, Debris Management tabletop exercise in late summer
- IEMC will be in October at Camp Ripley
- COOP workshop for departments during 2017 with an exercise in 2018

## 7. Other Reports

Capitol Complex (Jenny Kane)

Legislature (Sherry Munyon)

- Cancer bill for firefighters

Super Bowl LII

- Minneapolis hosted a training on managing food emergencies that was attended by metro health inspectors and state representatives
- There is a general consensus that the event planning seems to be divided between the Host Committee and everyone else
- Michelle Lakso will talk to Barret about regional coordination
- Toni will add a section to the Missive to share updates on SBLII activities

## 8. Guest Speaker

Jon McClellan provided an excellent presentation of the RTMC, how MNDOT and the State Patrol coordinate, and the capabilities of MNDOT.

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## **9. Next Meeting**

April 5, 0930, at Bloomington Fire Station #1