

Chairperson: Ben Klinger, Winona County
Vice Chairperson: Matt Maas, Dodge County
Recorder: Kristen Sailer, Steele County
Fiscal Agent: Tammy Stewig, Le Sueur County

Location: Rochester EOC
June 7, 2024

Official meeting call to Order:

The meeting was called to order at 11:41 am by Chairperson, Ben Klinger:

- Roll call completed and quorum was met.

Approve Agenda:

Ben Klinger, Chair requested approval of the agenda:

- Motion to approve by Freeborn County.
- Second by Olmsted County.
- Motion passed.

Minutes:

Ben Klinger, Chair requested approval of the minutes:

- Motion to approve by Dodge County.
- Second by Fillmore County.
- Motion passed.

Finance and Grants:

SHSP Grant Update:

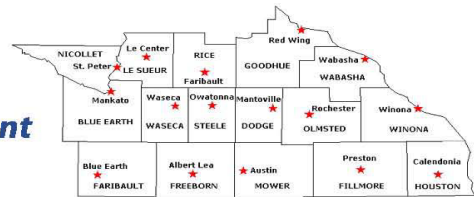
1. SHSP applications were submitted
2. Tammy sent out the finance report, the total amount in the account is \$114,356.38. No other financials or bills to present.

Website:

Kristen Sailer provided information from GoDaddy which was considered not an option anymore, it is very expensive, and they don't have the website information anymore. Keep researching other options and bring them to the next meeting.

Mutual Aid Agreement/Joint Powers Board: updates - Suggested changes to the agreement Jennifer from the Olmsted County Attorney's Office provided additional feedback on the agreement language recommendations.

- Jennifer researched the county websites for open meeting notices and schedules - the City of Rochester had 2015, and 2017, which need to be posted on our websites, and county calendars because the entities are currently not meeting the open meeting law.
- HSEM regions and public safety established the regions for JPB.
- Jennifer would like to compare to the other regions JPB, send contacts to Jennifer- Ben will research and get information.
- Fiscal Agency Discussion- 7.2.4- have the board appoint someone, and research if they have a contract with Le Sueur County. Fiscal Agents should be applying for the grants.
- Section 8 is the language of the grant application section.



- Section 8 delegating responsibility to the fiscal agent and signing the checks has been delegating this.
- Section 10 Term – no we don't have to review regularly, carry on unless the arrangement until terminated.
- Section 11 If someone wants to leave the group language about dispersing property, pay your dues and you won't be reimbursed.
- Language refers to cash in the bank and physical property. The property will need to be returned to the JPB.
- insurance provisions, future discussion can be done in future meetings if no expectations for insurance.
- Ben Klinger recommends each county bring their copy to each attorney's office and return it. Rich Hall comments we should look at the insurance piece before sending this.
- The agreement requires the board to purchase insurance. The fiscal agent would obtain the insurance. The equipment is titled through the entity that houses the property and is insured.
- Amy Bramwell commented about 10 years ago that the City looked at the insurance it was cost-prohibited.
- Jennifer recommends the JPB should own and insurance- this is a clause in the agreement
- Le Sueur County as the fiscal agent should be responsible for the inventory and insurance,
- Jennifer will send a clean copy to everyone.
- Jennifer sent language to Amend the By-laws to Jon with Olmsted County

Ben Klinger, Chair requested approval of the changes to the Agreement:

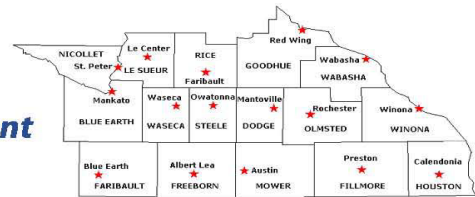
- Motion to approve by Freeborn County.
- Second by Goodhue County.
- Motion passed.

School Safety Committee:

- Arrive at 7 am to help, Ben will send out job duties, and food will be delivered at 7:15 am
- Jon will try to go out on Monday to set up
- Attendees: June 11 -235, 12- 150, 13- 74 (no room on Wednesday)
- Food is ordered and will be delivered at 7:15 am, The Sheriff is not available, HSEM Director did not respond (Mike Peterson can help)
- Certifications are good to go, POST and CEUs, Ben will email out a certificate for everyone
- SWAG is lanyards, pen, mugs, bags, and books from last year.

SEMNDHC: Deb Teske and Nicole Schmidt reported at the regional HSEM meeting.

SC Healthcare Coalition: No report



AMEM:

- Conference registration opened
- Looking for a person to submit a nomination for the secretary position, apply if interested

Professional Development Committee: No report

Legislative Committee: No report

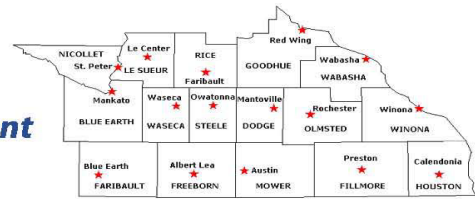
HERT: taking the summer off for training

Adjournment

The meeting ended at 12:31 pm. Motion to adjourn by Freeborn County, seconded by PIIC, unanimously passed.

Next Meeting Date and Location:

No Meeting in July
August 2 – Steele County



Meeting Attendees			
Name	Agency	Name	Agency
Eric Weller	Blue Earth County	Justin Block	Nicollet County
Matt Maas	Dodge County	Jon Jacobson	Olmsted County
Dustin Dienst	City of Faribault	Jennifer P	Olmsted County
Sue Jahnke	Faribault County	Kim Flanagan	PIIC
Scott Adams	Faribault County	Travis Bray	City of Red Wing
Don Kullot	Fillmore County	John Rowan	Rice County
Rich Hall	Freeborn County	Joe Johnson	Rice County
Earl Merchlewitz	Goodhue County	Jon Turk	City of Rochester
Mallore McCarthy	Goodhue County	Brett Knapp	City of Rochester
Mark Olson	Houston County	Jose Pelaez	City of St. Charles
Mike Peterson	HSEM	Kristen Sailer	Steele County
Tammy Stewig	Le Sueur County	Tom Karnauskas	Steele County
Kevin Huber	Le Sueur County	Brenda Tomlinson	Wabasha County
Jeff Bengston	City of Mankato	Denise Wright	Waseca County
Justin Neumann	City of Mankato	Ben Klinger	Winona County
Amy Bramwell	Mower County	Tim Martin	MN NG
Dave Pike	Mower County		