



**Chairperson: Ben Klinger, Winona County**  
**Vice Chairperson: Matt Maas, Dodge County**  
**Recorder: Kristen Sailer, Steele County**  
**Fiscal Agent: Interim Ben Klinger, Winona County**

**Location: Olmsted County EOC**  
**March 7, 2025**

**Official meeting called to Order:**

The meeting was called to order at 12:10 pm by Ben Klinger:

- Roll call completed and quorum was met.

**Approve Agenda:**

Ben Klinger requested approval of the agenda to move old business to new to allow Jennifer from Olmsted County Attorney's Office to leave if she wishes:

- Motion to approve by Rice County
- Second by Le Sueur County
- Motion passed.

**Approve prior Meeting Minutes:**

Ben Klinger requested approval of the minutes:

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

**Mutual Aid Agreement/ Joint Powers Board**

**Agreement Review:**

**JPA Agreement:**

Jennifer Rouleau from Olmsted County Attorney's Office reviewed changes to the agreement from conversations with MCIT for insurance purposes.

- New parties can just come and go from the agreement- recommending striking that section.
- This is a Joint Powers Agreement vs Mutual Aid Agreement.
- Exercise individual powers jointly cleaning up the language.
- Liability and indemnification- recommend striking the entire paragraph as the JPB will have a fiscal agent.
- 11.2 Termination- Jennifer reviewed the by-laws and the language should match the agreement once agreed upon language. The language in the by-laws says to vote by unanimous vote to terminate the JPB. Discussion by the group said they wanted to keep by unanimous vote.
- Equipment- at termination, everything must be distributed equally based on the insured value.
- Term- in the miscellaneous section was removed and moved 1.1 Term consideration for regular review of the agreement and Jennifer will make changes and send out.
  - Motion to approve as presented by Rice County.

- Second by Mower County.
- Motion passed.

## **Financials and Grants:**

### **Fiscal Agent Report:**

- A financial report will be sent out next meeting.

### **Budget:**

- Ben Klinger presented the proposed annual budget for the 2025 fiscal year.

### **Expenses:**

AT&T (trailer internet) \$989.52  
 Insurance (pending) \$3,836.00  
 Website \$280  
 Repairs (estimate) \$4,000  
 Miscellaneous \$500

### **Income:**

Dues \$18,000

**Current account balance: \$98,666.22**

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

### **SHSP Grant Update:**

- Ben Klinger sent out the information about the 2023 SHSP grant status. Discussion on what equipment the group wants to consider. Command vehicle or another camera trailer. The camera trailers are used a lot in the region. Ben will get a quote on another (third) camera trailer for the region to consider. He will bring a quote back to the next meeting.

### **Beginning in 2023 SHSP Grant amount of \$92,070**

- 2024 School Summit \$21,880.55 (not reimbursed yet)

**Remaining \$70,189.45**

### **Bills:**

- No pending bills or other expenses

## **Old Business**

### **Website:**

- Web site is live. All EM Directors have access to it. Contact Kristen Sailer if you need assistance with access. <https://semnem.com/>

### **2025 School Safety Committee:**

- No update.

## **New Business:**

**Lower or remove dues discussion requested by Blue Earth and Nicollet:** Justin Block requested we review the dues amount. We discussed at some point in the past possibly reducing the dues to \$500 per year or remove completely. Discussion: right now our annual Southeast Minnesota Region 1 HSEM Joint Powers Board

income is \$18,000 collected annually, and about \$10,000 in expenses and adding yearly maintenance and repairs to equipment. HERT training benefits all of us and the equipment used. Paul Barta suggested future strategic planning sessions and development to help with equipment purchase planning.

- Olmsted County motioned for 2025 and 2026 to leave dues at \$1,000.
- Second by Goodhue County
- Motion passed.

**SEMNDHC:**

- No updates.

**SC MN Healthcare Coalition:**

- No updates.

**HSEM Update:**

- No updates.

**AMEM:**

- Monday the radar gap is attending the legislative session.
- \$12 million EM grant request has a bill in the Senate but does not have a House file yet.

**AMEM Professional Development Committee:**

- No updates.

**HERT Training:**

- Training scheduled for May 3 in Rice County.
- Had a request in for La Crescent in the fall.

**Surveillance Camera Trailer Updates:**

- Send Matt your proposed dates so they can be placed on the calendar. Still working on the checkout sheet. Jon

**County/City/Tribe Updates:**

**Le Sueur County:**

- Pam is retiring on April 18

**Rice County:**

- Held a Fire Safety Meeting and HERT Training

**City of Rochester:**

- Brett Knapp took over as Director
- Deputy will be assigned

**Blue Earth:**

- Continue FEMA Disaster recovery and day-to-day activities

**Nicollet:** no updates

**Wabasha:** no updates

**Steele County:** Tom Karnauskas has announced his retirement on May 30.

**Faribault County:**

- Sheriff retired
- Chief Deputy is lead

**Olmsted County:**

- ICS 300 next week
- ICS 400 is still open
- Olmsted County is still considering being the fiscal agent for the JPB but will know by the end of the month.
- The NTSB workshop coming up may be postponed due to federal cuts and travel restrictions. March 14 is the deadline to determine
- A new deputy director will be starting in a couple of weeks

**Mower County:** No updates**Fillmore County:** No updates**Waseca County:** Working on HMP plan update**Winona County:** In June will hold the I Love You Guys workshop**Adjournment**

Motion to adjourn, the meeting ended at 1:14 pm.

- Motion to approve by Le Sueur County.
- Second by Rice County.
- Motion passed.

<b>Meeting Attendees</b>			
<b>Name</b>	<b>Agency</b>	<b>Name</b>	<b>Agency</b>
Paul Barta	Blue Earth County	Amy Bramwell	Mower County
Sue Jahnke	Faribault County	Justin Block	Nicollet County
Mallorie McCarthy	Goodhue County	Jon Jacobson	Olmsted County
Earl Merchelwitz	Goodhue County	Joe Johnson	Rice County
Jason Harmening	Fillmore County	Kristen Sailer	Steele County
Mark Olson	Houston County	Denise Wright	Waseca County
Tammy Stewig	Le Sueur County	Brett Knapp	City of Rochester
Deputy Rich Droog	Le Sueur County	Jennifer Rouleau	Olmsted County

**Next Meeting Date and Location:**

<b>Date</b>	<b>Host</b>	<b>Address</b>
April 4	Steele County	630 Florence Ave., Owatonna, MN 55060