



# Keeping Minnesota Ready

FY 2013 Annual Report



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# YEAR IN REVIEW



The demands on emergency management professionals are increasing exponentially. There are new federal guidelines to roll out, requests for assistance from our local jurisdictions to fill, and residents and community leaders to engage in the important work of being ready for the next disaster. This report outlines our efforts to meet those demands in the last fiscal year.

While disasters remain a constant in our state, so does the ability of the HSEM staff to produce innovative, cost-efficient approaches to emergency management. I am proud of a number of key accomplishments in Fiscal Year 2013 that improve Minnesotans' ability to prevent, protect, mitigate, respond to and recover from disasters. Some of these innovations are even gaining national attention.

- The Radiological Emergency Preparedness staff created just-in-time training videos for emergency responders who may be called in the unlikely event of an incident at one of Minnesota's two nuclear generating plants. These videos are available on smart phones via a QR (Quick Response) code.
- HSEM's communications and warning officer leads the state's representation on the Integrated Public Alert and Warning Systems (IPAWS) committee. He established the technical ability for the state to send warnings through the newly implemented IPAWS and is working to approve counties and cities of the first class that want to issue local alerts and warnings.
- We re-established the Minnesota School Safety Center, an essential resource for schools, law enforcement, emergency responders and community partners that provides information, guidance, training and technical assistance.
- And our functional needs and access coordinator collaborated with other agencies to create the *Functional Needs Toolkit for Emergency Planners*. The toolkit is a searchable, online document to help create preparedness plans that include the whole community.

While I am immensely proud of the tools and resources my staff members have created, I am also proud of their day-to-day work and the face-to-face interaction they had with countless Minnesotans this past year. We look forward to maintaining the relationships we have and building new ones in the months and years to come.

Sincerely,

A handwritten signature in black ink that reads "Kris A. Eide".

Kris A. Eide, Director  
Minnesota Department of Public Safety  
Homeland Security and Emergency Management

# DIVISION OVERVIEW



We climbed to new heights to share a message of prevention.



In Fiscal Year 2013 HSEM staff members went to dozens of communities for training exercises that improve response capabilities.



We returned to the state fair to educate Minnesotans about personal preparedness and mitigation.



Staff also travelled through 23 counties to document storm damage and assist with recovery in the wake of two disasters.

## Division Overview

HSEM has 80 employees who work in the following branches:

- Administration and Grants
- Homeland Security and Operations
- Field Services
- Preparedness
- Recovery and Mitigation

Six regional program coordinators (RPCs) provide the ability for HSEM to develop strong relationships with local jurisdictions. The RPCs have face-to-face contact with our local and tribal partners at training exercises, public outreach events, issue-exploring conferences and problem solving meetings. They are the eyes and ears of HSEM and provide valuable insight into improving Minnesota's all-hazard resilience. In Fiscal Year 2013 the RPCs focused on a number of priorities including Mass Care and Sheltering and Active Shooter exercises.

# ACHIEVEMENTS



Regional Program Coordinators from left to right: Mark Marcy, Gary Peterson, Roy Holmes, Amy Card, Glenn Elvecrog.  
Not pictured Mary Hilbrand.

## Our Vision

Keeping Minnesota Ready

## Our Mission

The mission of HSEM is to help Minnesota prevent, prepare for, respond to, and recover from natural and human-caused disasters. The primary purpose of the program is to build communities that are prepared to respond to emergencies and have the resilience to quickly recover from the effects of disaster.

## Notable Achievements

### Canadian Compact

Although Minnesota is capable of managing most emergencies, at times disasters — from floods and tornadoes to chemical spills and terrorist events — threaten to exhaust state resources and require the state to seek outside assistance. HSEM Director Kris Eide worked with surrounding states and certain Canadian provinces to finalize an historic mutual-aid compact that allows Minnesota to provide and receive assistance across the border. Resources may include fire and emergency medical services, search-and-rescue operations, mass care, personnel, equipment and other supplies. Governor Mark Dayton signed the *State and Province Emergency Management Assistance Memorandum of Understanding* in May 2013.



(right) Kim Ketterhagen,  
EMAC Coordinator

### Mutual Aid

Recovery from Hurricane Sandy required assistance from across the country. The Emergency Management Assistance Compact (EMAC) is a mutual aid system that provides resources to all 50 states when necessary. HSEM's Kim Ketterhagen, state EMAC coordinator, put together five teams to respond to this disaster. A total of 28 people, including six

HSEM staff, worked long days in the New York Emergency Operations Center to process requests for help.



Amy Card, Kari Goelz and Jenny Kane



Cathy Clark and Jill Hughes join EMAC deployment team

# ADMINISTRATION / GRANTS

## 48<sup>th</sup> Annual Governor's Homeland Security and Emergency Management Conference

*"Effective emergency management requires ongoing training and face-to-face interaction between state and local jurisdictions. Our conference provided an excellent opportunity for both."*

Joe Kelly, HSEM Deputy Director

More than 300 emergency managers, responders, health experts and others attended the conference. Tuscaloosa Mayor Walter Maddox provided valuable insight into helping communities recover from disaster; Nuclear Regulatory Commission Regional Administrator Chuck Casto helped participants understand the big picture response to the nuclear incident at Fukushima; and state and local experts shared their expertise during numerous breakout sessions held over three days.



Emergency Management Certificate Recipients



Chuck Casto and HSEM's Nancy Lageson

## Administration and Grants

### Operating Expenses Funding

#### Objective

Effectively assist Minnesota communities execute the phases of emergency management by administering 15 state and federal grant programs.

#### Accomplishments

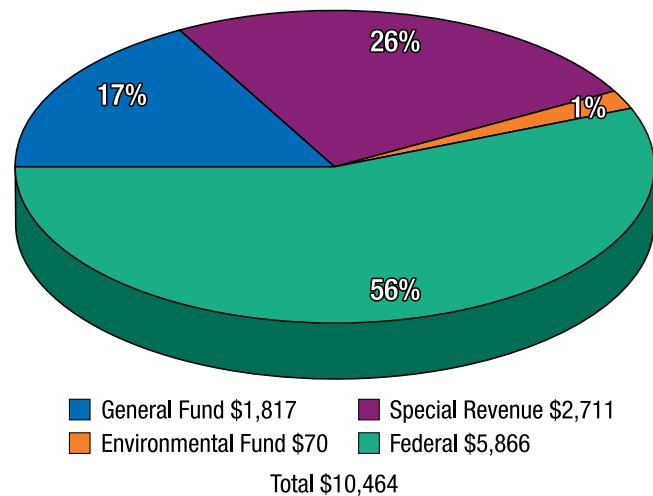
The E-Grants management system was fully implemented, interfacing with the Statewide Integrated Financial Tools (SWIFT) system and allowing for electronic invoicing.

The result is significant cost savings on postage, copying and filing, as well as reduced processing time.

In Fiscal Year 2013, HSEM awarded 260 grants totaling approximately \$75 million to local governments and other entities.

More than 80 percent of the grant monies received by HSEM are passed through to local governments.

#### Compensation and Operating Expenses (dollars in thousands)



| Source                                  | Grant Program                              | Purpose  |
|---|--|--|
| <b>Disaster Related</b>                 |  |  |
| FEMA                                    | Public Assistance                          | Assistance to government and certain non-profit agencies for debris removal, emergency protective measures and permanent restoration of infrastructure |
| <b>Hazard Mitigation Assistance</b>     |  |  |
| FEMA                                    | Hazard Mitigation Grant Program            | Long-term hazard mitigation measures following a presidentially declared disaster  |
| FEMA                                    | Pre-disaster Mitigation                    | Hazard mitigation planning and implementation  |
| FEMA                                    | Severe Repetitive Loss                     | Reduce or eliminate long-term flood damage risk to NFIP-insured, severe repetitive loss structures   |
| <b>Homeland Security (Preparedness)</b> |  |  |
| FEMA                                    | Buffer Zone Protection Program             | Support protection of national critical infrastructure and key resources from terrorist attacks  |
| FEMA                                    | Citizen Corps Program                      | Encourage whole community involvement in all phases of emergency management  |
| FEMA                                    | Emergency Management Performance Grant     | Sustain and enhance all-hazards emergency management capabilities  |
| USDOT                                   | Hazardous Materials Emergency Preparedness | Improve the capabilities of hazardous materials responders in all phases of emergency management   |
| FEMA                                    | Metropolitan Medical Response System       | Support coordinated response to mass casualty incidents  |
| FEMA                                    | Nonprofit Security Grant Program           | Support security enhancements and activities to urban nonprofit organizations at high risk of terrorist attack   |
| FEMA                                    | Operation Stonegarden                      | International border security  |
| FEMA                                    | Port Security                              | Maritime transportation infrastructure security  |
| Special Funding                         | Radiological Emergency Preparedness        | Enhance state agency/local government capability to respond to and recover from a nuclear power plant incident   |
| FEMA                                    | State Homeland Security Program            | Address identified emergency management needs relating to terrorism and other catastrophic events  |
| FEMA                                    | Urban Area Security Initiative             | Address unique needs of high-threat, high-density urban areas  |

# OPERATIONS

## Homeland Security and Operations

### Objective

Increase Minnesota's resistance against terrorism through partnerships at the local, county and federal levels.

### Accomplishments

HSEM partnered with the Department of Homeland Security to travel the state in Fiscal Year 2013 helping communities learn to identify Critical Infrastructure and Key Resources (CIKR) and incorporate an all-hazards response into their recovery plan.

Counties with validated threat hazard identification and risk assessments (THIRAs) — 100 percent.

Homeland Security staff work with partners on the following initiatives:

- Tribal government security programs
- Cross-Border Health and Safety Working Group
- DHS Regional Resiliency Assessment Program (RRAP), which is an all-hazards approach to reducing state vulnerabilities through assessments
- Task Forces/Committees
  - Arrowhead Counter Terrorism Task Force (ACTTF)
  - Hennepin County Terrorism Early Warning (TEW) Group
  - FBI Joint Terrorism Task Force (JTTF)
  - Border Integrated Planning Team
  - Area Maritime Security Committee



EOC activation exercise



Deputy Director Joe Kelly and CIKR Coordinator Grant Hosmer with partners

### State Emergency Operations Center

The State Emergency Operations Center (SEOC) continuously monitors the needs of local jurisdictions and provides assistance when requested. In Fiscal Year 2013 the SEOC opened events to respond to influenza, spring flooding and the June severe storms. There are four levels of activation which occur when warranted to coordinate the state response to a major emergency or disaster.

During the April ice storm the SEOC went into Level III Partial Activation for three days to assist five counties in southwest Minnesota.

## **State Response Teams**

HSEM oversees emergency response teams strategically positioned across Minnesota:

- 11 Chemical Assessment Teams (CATs)
- 1 Emergency Response Team (hazardous materials)
- 5 Structural Collapse Teams making up Minnesota Task Force 1
- 4 Bomb Squads

In Fiscal Year 2013 state response teams provided the following assistance:

- Bomb Squads — 116 out-of-jurisdiction calls
- CATs — 23 out-of-jurisdiction calls
- HSEM on-call staff — 18 on-scene responses

## **Notable incidents**

- Truck carrying anhydrous ammonia was hit by a train causing a leak and school evacuation
- Train derailment involving crude oil in northwest Minnesota
- Improper use of insecticide in a commercial building resulted in exposures and evacuations
- Nine chemical suicide events that required medical evaluation of five first responders
- Bomb squad responded to a rural home where several pipe bombs were being manufactured
- Two industrial accidents resulted from workers mixing incompatible chemicals

HSEM knows how important it is to meet face-to-face and discuss capabilities. In FY 2013 HSEM state response team staff traveled 14 times to meet directly with local or county hazardous materials teams. HSEM, along with various chemical assessment teams, the Minnesota Department of Health, the FBI and the 55th Civil Support Team, conducted seven functional exercises.



**Exercise at Delano High School**

Dozens of agencies participated in the July Operation Tiger Chem exercise at Delano High School. The scenario included a blast at a chemistry lab that involved the possibility of terrorism. HSEM helped create the scenario and evaluated how well local, state and federal partners responded.

## **LESO**

The Law Enforcement Support Office is administered by HSEM. In FY 2013 it helped procure \$3 million in surplus military equipment for local law enforcement offices. The program helps 273 law enforcement agencies obtain, at little or no cost, items that include vehicles, clothing, weapons, office equipment and night vision goggles.

# FIELD SERVICES

## Field Services

### Training and Exercise Program

#### Objective

HSEM is mandated to provide a state emergency management certification program.

#### Accomplishments

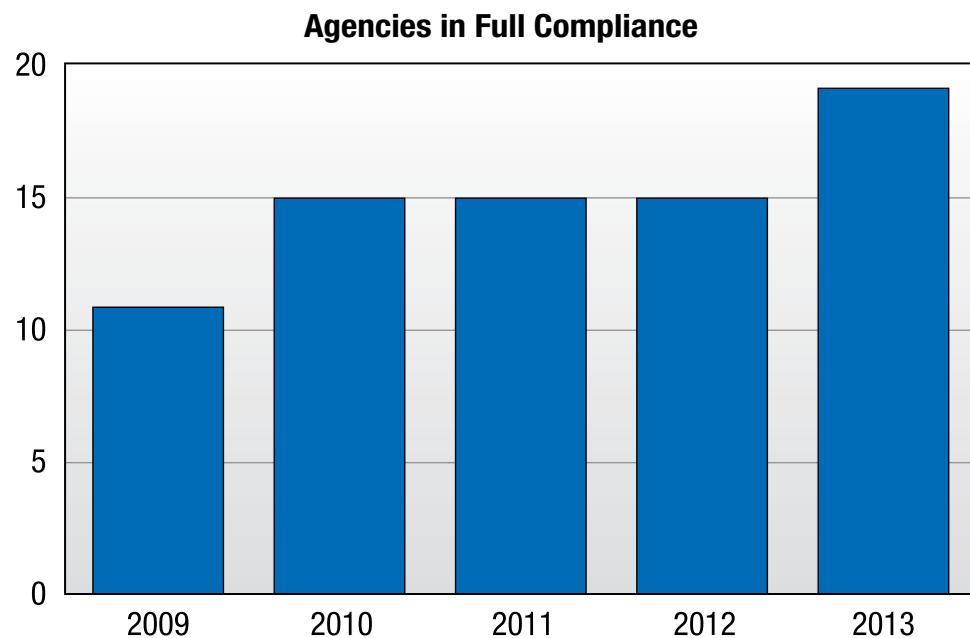
- In Fiscal Year 2013 HSEM enhanced its certification program to provide more flexibility.
- The rate of state certification among county emergency management directors is 71 percent.
- Seventy-eight individuals became state-certified emergency managers through HSEM, having completed the required 256-hour curriculum.

HSEM tracks state agency compliance with Minnesota Statutes, section 12.09, which requires state agencies included in the Minnesota Emergency Operations Plan (MEOP) to have at least one certified emergency manager.

#### Objective

All 23 Minnesota Emergency Operations Plan (MEOP) signatory agencies will have at least one certified emergency manager.

#### Accomplishment



#### Objective

Compliance with requirement to conduct a multi-year training and exercise planning workshop which serves as a road map for HSEM to accomplish the priorities described in its homeland security strategy.

#### Accomplishment

Staff coordinated 97 trainings.

## **Emergency Management Training Center**

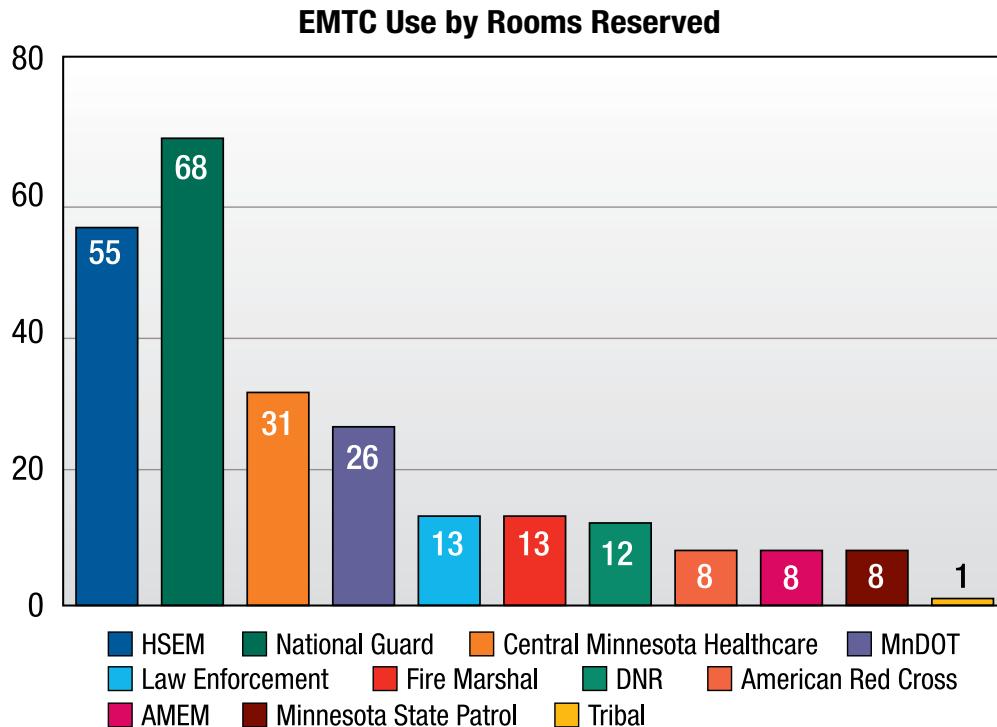
The Emergency Management Training Center is a centrally located facility designed to provide training opportunities to the men and women responsible for keeping Minnesota ready.

In Fiscal Year 2013 HSEM and its many partners made great use of this unique facility by hosting 14 military and 54 civilian events.

### **Objective**

Use the EMTC's classrooms and breakout rooms for educational opportunities.

### **Accomplishment**



## **Emergency Planning and Community Right-to-Know Act (EPCRA) Program**

The EPCRA program provides citizens and local governments information about chemical hazards in their communities so they can plan for potential emergencies. HSEM is the designated state agency responsible for collecting data from more than 6,279 facilities that store, use and release into the environment certain hazardous chemicals.

In Fiscal Year 2013, HSEM collected \$597,850 in fees from facilities that reported their chemical use information. Funds are deposited in the state general fund to help offset the cost of the Minnesota EPCRA program and the hazardous materials regional response team program.

# REP PROGRAM

## Radiological Emergency Preparedness (REP) Program

### Objective

HSEM is responsible for protecting the health and safety of the public in the unlikely event of a radiological emergency at the Monticello or Prairie Island Nuclear Generating plant.

### Accomplishment

HSEM conducted its annual exercise July 23, 2013, with the Monticello Nuclear Generating Plant. The federally-evaluated REP exercise met 86 percent of its exercise objectives as identified by federal evaluators. This exercise involves participation of most HSEM employees.

Angela Brown and John Moore in hotline room



Jenny Kane watches live news briefing  
with Doug Neville

The REP program offered online training in Fiscal Year 2013 to 171 partners who completed 669 modules. Thirty-two annual training classes were held for 620 students, representing more than 2,900 contact hours. The training was provided to:

- State agencies
- Emergency managers
- Emergency response workers
- Hospital and ambulance personnel
- Federal, county and city officials



Patrick McLaughlin and Kevin Leuer oversee the REP exercise

# RECOVERY / MITIGATION

## Recovery and Mitigation

### Objective

Assist jurisdictions affected by disasters and emergencies to recover quickly and effectively and provide guidance to acquire funding to prevent future harm.

### Accomplishments

Understanding the complexities of federal disaster recovery can be overwhelming for local jurisdictions.



Recovery Coordinator Angela Brown conducts an Applicant Briefing

photography GPS and document sharing — field staff are able to more quickly and accurately record physical damages and aggregate the information required to determine eligibility for federal disaster assistance programs.

The HSEM recovery staff created a more effective applicant briefing presentation, showing how FEMA and the state work together to assess damages and provide reimbursement for eligible costs incurred.

Prior to a disaster declaration, FEMA, HSEM and the local jurisdictions spend hours assessing the damage.

The recovery staff piloted a program to use tablet technology during preliminary damage assessments. Leveraging wireless technology — including digital

HSEM prepared two successful requests for presidential major disaster declarations during Fiscal Year 2013.



Damaged roads in southeast Minnesota



Ryan Smith and Wayne Lamoreaux in Faribault County

## April Ice Storm DR – 4113

A late season ice storm caused heavy damage in five Minnesota counties in April. Two inches of ice coated trees, roads and power lines. Widespread power outages occurred and thousands of trees were damaged. Preliminary damage assessments revealed more than \$26 million in damage to Cottonwood, Jackson, Murray, Nobles and Rock counties.

Ice storm in Nobles County



Downed trees in Hennepin County

## June Severe Storms DR – 4131

A storm system began June 20 with 5.6 inches of rain in Stevens County and ended June 26 with 8.25 inches of rain recorded in Wilkin County. At the peak of the storm more than 600,000 homes and businesses were without electricity making it the largest power outage in Minnesota history. Preliminary damage assessments showed damages totalling \$17.8 million in Benton, Big Stone, Douglas, Faribault, Fillmore, Freeborn, Grant, Hennepin, Houston, McLeod, Morrison, Pope, Sibley, Stearns, Stevens, Swift, Traverse and Wilkin counties.

The state of Minnesota covered 25 percent of the costs from the two disasters. HSEM Deputy Director Joe Kelly spoke before the legislature during a special session.



(left to right) HSEM Deputy Director Joe Kelly, DPS Legislative Director Jared Jordal and Public Assistance Officer Bill Hirte

**Federal disaster assistance requests should be prepared within 30 days of the event**

| FEMA #              | Event Start Date   | Request Prepared Within | Event   | Affected Counties   | Federal Funds Obligated for Public Assistance |
|---------------------|--------------------|-------------------------|---|---|---|
| DR-4131             | June 20, 2013      | 27 days                 | Severe storms, straight-line winds and flooding | Benton, Big Stone, Douglas, Faribault, Fillmore, Freeborn, Grant, Hennepin, Houston, McLeod, Morrison, Pope, Sibley, Stearns, Stevens, Swift, Traverse and Wilkin   | TBD   |
| DR-4113             | April 9, 2013      | 17 days                 | Severe winter storm                             | Cottonwood, Jackson, Murray, Nobles and Rock  | \$8,035,893                                   |
| DR-4069             | June 14, 2012      | 15 days                 | Severe storms and flooding                      | Aitkin, Carlton, Cass, Cook, Crow Wing, Dakota, Goodhue, Itasca, Kandiyohi, Lake, Lake of the Woods, Meeker, Pine, Rice, Saint Louis, Sibley, Fond du Lac, Grand Portage and Mille Lacs Indian Reservation.   | \$42,908,451                                  |
| DR-4009             | July 1, 2011       | 19 days                 | Severe storms, flooding and tornadoes           | Chisago, Isanti, Kanabec, Kandiyohi, Lincoln, Lyon, McLeod, Meeker, Mille Lacs, Pine, Pipestone, Redwood, Renville, Stearns and Yellow Medicine   | \$12,185,936                                  |
| DR-1990             | May 21, 2011       | 6 days                  | Severe storms and tornadoes                     | Anoka and Hennepin  | \$4,431,349                                   |
| DR-1982             | March 16, 2011     | *35 days                | Severe storms and flooding                      | Becker, Beltrami, Big Stone, Blue Earth, Brown, Carver, Chippewa, Clay, Grant, Kittson, Lac qui Parle, Le Sueur, Lyon, Marshall, McLeod, Nicollet, Norman, Otter Tail, Polk, Ramsey, Red Lake, Redwood, Renville, Roseau, Scott, Sibley, Stevens, Swift, Traverse, Washington, Wilkin, Wright and Yellow Medicine | \$20,944,734                                  |
| DR-1941             | September 22, 2010 | 9 days                  | Severe storms and flooding                      | Blue Earth, Brown, Carver, Cottonwood, Dodge, Faribault, Freeborn, Goodhue, Jackson, Le Sueur, Lincoln, Lyon, Martin, Mower, Murray, Nicollet, Nobles, Olmsted, Pipestone, Redwood, Rice, Rock, Sibley, Steele, Wabasha, Waseca, Watonwan, Winona and Yellow Medicine   | \$25,167,561                                  |
| DR-1921             | June 17, 2010      | 8 days                  | Severe storms, tornadoes and flooding           | Blue Earth, Brown, Faribault, Freeborn, Houston, Kittson, Nicollet, Olmsted, Otter Tail, Polk, Sibley, Steele and Wadena  | \$13,128,966                                  |
| EM-3310/<br>DR-1900 | March 1, 2010      | 8 days                  | Flooding  | Big Stone, Blue Earth, Brown, Carver, Chippewa, Clay, Cottonwood, Grant, Kittson, Lac qui Parle, Marshall, McLeod, Nicollet, Norman, Pennington, Polk, Ramsey, Red Lake, Redwood, Renville, Scott, Sibley, Stevens, Traverse, Wilkin and Yellow Medicine  | \$12,709,201                                  |
| EM-3304/<br>DR-1830 | March 16, 2009     | 9 days                  | Severe storms and flooding                      | Becker, Beltrami, Chippewa, Clay, Clearwater, Cook, Douglas, Grant, Hubbard, Kittson, Lac qui Parle, Lake, Lake of the Woods, Mahnomen, Marshall, Norman, Otter Tail, Pennington, Polk, Pope, Red Lake, Roseau, Stevens, Swift, Traverse, Wadena, Wilkin and Yellow Medicine                                      | \$29,402,159                                  |

\* The delay in requesting federal assistance for DR-1982 was because river levels didn't reach major flood stage until well into the incident period.

# PREVENTION / MITIGATION

## Prevention/Mitigation

Following a presidential declaration of a major disaster, federal funds may be made available for hazard mitigation. In Fiscal Year 2013, the mitigation staff conducted an unprecedented outreach effort to communities and rural electrical cooperatives to make them aware of the availability of federal funds. Eligible projects include community and school tornado safe rooms, and the retrofitting of overhead power lines.

### The mitigation staff successfully obligated the following projects:

Property acquisitions (to replace repeatedly flooded properties with open space)

- North Mankato \$181,541
- Barnum \$151,875
- Stearns County \$77,700

Community Safe Rooms

- Traverse County \$106,322

Warning Sirens

- |                  |             |
|------------------|-------------|
| ■ Lincoln County | ■ Kerkhoven |
| ■ Dayton         | ■ Lincoln   |
| ■ Evansville     | ■ Pemberton |
| ■ Forest Lake    |             |

### Objective

Meet requirement that every county in Minnesota is required to have a mitigation plan which allows leaders to take action that will lessen or prevent the toll disasters take on people and property.

### Accomplishment

Percentage of counties with approved plan — 72

### Volunteer Resources

Minnesota relies on volunteers when disasters and emergencies disrupt lives. In Fiscal Year 2013 men and women contributed thousands of hours through our Minnesota Voluntary Organizations Active in Disaster (MNVOAD) partners. The state's Medical Reserve Corps contributed 10,374 hours to their communities, valued at more than \$227,180.

Citizen Corps programs include

- 38 Community Emergency Response Teams (CERT)
- 73 Volunteers In Police Service (VIPS) programs
- 322 registered neighborhood watch programs
- 43 Medical Reserve Corps (MRC) programs
- 7 Fire Corps programs

## **State of Minnesota Public Education and Outreach Efforts FY 2013**

HSEM unveiled its new *Keeping Minnesota Ready* artwork in late spring to better reinforce the need for all residents to be prepared. We created emergency supply kit bags which list key items to be included in kits for the home and vehicle. These useful bags are very popular, providing an incentive for residents to approach us at outreach events. We successfully partnered with local emergency managers on college campuses; private businesses invited us to participate in a number of safety fairs; and HSEM leaders appeared on top-rated television newscasts to share our vision and Keep Minnesota Ready.



HSEM Director Kris Eide and Fox 9's Tom Butler



Outreach event in Mankato







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