



COMMUNITY AWARENESS EMERGENCY RESPONSE
Preparedness for Public Safety and Environmental Quality

Board of Directors – Minutes August 14th, 2018

River Cruise – Treasure Island
5734 Sturgeon Lake Road
Welch, MN 55089

CALL TO ORDER:

A Board of Directors meeting of Wakota CAER was held on Tuesday, August 14, 2018 on a River Cruise in Welch, MN. The meeting began at 1:35 PM and was presided over by Bill Lazarz.

ATTENDEES:

Lisa McMahon, Camie Pederson, Rachel Conant, Bill Lazarz, Dan Hannan, Paul Schultz, Pete Herpst, Eric Watruba, Ed Steele, Hue Lam and Tristan Saito

RSRC:

- If anyone is interested in heading the RSRC, send interest to Rachel at info@wakotacaer.org
- Go through the procedures, mutual aid agreements, etc.
- Make a sub-committee
- There will be a meeting following the board and general meeting in September, Rachel will add the information to meeting invite

TREASURER UPDATE:

- All is well, balance bounces around \$72,000

BOOM SCHOOL:

- The August 9th refresher had to be canceled due to the river closure; those signed up who are able, will attend the last day of the August 21-23rd class
- Positive feedback about the July 31st training from attendees

WAKOTA CAER PHONE NUMBER:

- Tristan confirmed that the owner of the phone number is the Chamber
- Tristan and Rachel have been in contact with Mark to transfer the phone over

BOARD MEMBERS:

- Ed Steele was appointed by Bill Lazarz to replace Wayne Jorgensen on the board
- Lisa McMahon was appointed by Bill Lazarz to replace Angela Packer as the secretary
- Ed Steele will connect with other individuals within FHR about their interest in being on the board
- Board Member Titles:
 - Bill Lazarz – Chair
 - Pete Herpst – Vice Chair
 - Paul Schultz – Vice Chair/Past Chair
 - Hue Lam – Director at Large
 - Tristan Saito – Director at Large
 - Eric Watruba – Director at Large
 - Camie Pederson – Treasurer
 - Lisa McMahon – Secretary

SQUARE:

- MOTION: *To set up Square for credit card payments* (passed at 1:56 PM)
- Rachel and Camie will work together to set it up

PRINTER:

- Rachel purchased a printer, asking for Wakota CAER to offset the cost of the printer, paper, and ink
- MOTION: *To reimburse Rachel \$50 for the printer and submit receipts for future supply purchases* (passed at 1:58 PM)

SEPTEMBER MEETING/SPEAKER:

- Lucia Hunt from the Department of Agriculture will possibly be the September speaker
- Burns & McDonnell will host a breakfast for the September meeting
 - Camie and Rachel will take care of ordering breakfast (Tinucci's? Keep around \$500-\$600)
 - Consider starting the meeting earlier depending on speaker's availability (8:30 AM)
 - Rachel will advertise Burns & McDonnell as the host in the meeting invite and on the website

MISCELLANEOUS:

- Rachel will invoice the board members for their polo shirts
- Please send Rachel an email if interested in purchasing a Wakota CAER polo

- Rachel will purchase a \$250 Visa gift card to purchase any supplies needed, she will submit all receipts to Camie
- September 12th – AMSTEP is having all 5 railroads participate in an exercise to simulate an oil spill in the river. Staging will be at Lions Levee. This is an all-day exercise, and you are able to observe. Lisa suggested this may be a good exercise for Rachel to observe.

SEPTEMBER MEETING AGENDA ITEMS:

- Redefine/look at bylaws to change membership
 - Membership may be too expensive for government agencies, so we may be losing their participation
 - Red Wing CAER has the rail road pay for a government agency employee to attend Boom School; something for Wakota CAER to consider – company sponsorship/Wakota CAER sponsor/scholarship
- October speaker & Company Host

Meeting adjourned at 2:14 PM