

**2009 Report to the Legislature
On
State Agency Compliance with Laws 2008, Chapter 167**

Laws 2008, Chapter 167 requires that “Each state agency that is assigned a role as a disaster or emergency response organization in the state emergency operations plan must have at least one employee who has completed the entire emergency management training curriculum...” that is maintained by the Minnesota Department of Public Safety Homeland Security and Emergency Management (HSEM) division. Furthermore, “If an agency is not in compliance...the agency must immediately file a plan with the division identifying how and when the agency will be in compliance.” The Department of Public Safety is responsible for tracking these records and reporting the results to the Legislature.

The status of state agency compliance with the emergency management training requirement is as follows: all representatives of the affected 22 state agencies, offices and boards informed HSEM that they understand the requirements associated with Chapter 167, and are complying with them. This information was obtained by the HSEM state training officer who contacted each agency and verified its compliance status in November. A summary of state agency compliance with the training requirement is shown on the attached spreadsheet.

This document reveals that 13 of the affected 22 agencies, offices and boards are currently in compliance with the training requirement (i.e., have at least one employee who has completed the entire curriculum). This number is an increase of three agencies from the 2008 report, which listed 10 agencies as being compliant. It should be noted that one of the compliant agencies (the Board of Animal Health) contracts with a Department of Agriculture employee to fulfill these duties. This individual is a certified Emergency Manager. Nine of the 22 agencies are in the process of becoming compliant; therefore, all agencies are either compliant or in the process of becoming compliant. Certification as an Emergency Manager requires the completion of 256 training hours, which typically takes approximately 2-4 years to achieve. Other information pertaining to agency compliance with Chapter 167 requirements is as follows:

- a.) Several agencies have determined that they want to be in conformance with the Federal Emergency Management Agency’s recommendation that their personnel be trained “three deep”. Hence, there are multiple staff names listed for those agencies;
- b.) Seventeen of the 22 agencies subject to the requirement have determined that the staff member who serves as their (State) Emergency Preparedness and Response Contact/Coordinator will complete the curriculum; and
- c.) The nine agencies that are in the process of becoming compliant with the training requirement have filed a plan with HSEM as to how they intend to become compliant.

HSEM provided all of the affected agencies with a formal plan template that they have used and continue to use to report their compliance with Chapter 167. These completed templates serve as the basis for the compliance report that the Commissioner of Public Safety submits to the Legislature by January 15 of each year.

Attachment

Report on State Agency Compliance with Minnesota Statutes 2008, Sec. 12.09, Subd. 10

Prepared by the Minnesota Department of Public Safety Division of Homeland Security and Emergency Management

| Agency | *Full Compliance | Anticipated Compliance | **Designated Employee | Certified | Courses Complete | Target Certification |
|---|------------------|------------------------|------------------------|-----------|------------------|----------------------|
| Department of Administration | No | 12/31/2010 | Susan Thibedeau-Coilan | No | 21 | 12/31/2010 |
| Department of Agriculture | Yes | N/A | Anthony Becker | Yes | | N/A |
| | | | Andrew Carter | No | 19 | 6/30/2012 |
| | | | Michael Starkey | No | 4 | 9/30/2011 |
| Board of Animal Health | Yes | N/A | Anthony Becker (MDA) | Yes | | N/A |
| Office of the Attorney General | No | 7/31/2012 | Jeffrey Bilcik | No | 6 | 7/31/2012 |
| Department of Commerce | No | 6/30/2011 | Jeffrey Haase | No | 3 | 6/30/2011 |
| | | | Lise Trudeau | No | 0 | 6/30/2011 |
| Department of Education | No | 8/31/2012 | Greg Sogaard | No | 13 | 8/31/2012 |
| Emergency Medical Services Regulatory Board | Yes | N/A | Robert Norten | Yes | | N/A |
| Department of Employment & Economic Development | No | 12/31/2010 | Joe Arel | No | 4 | 12/31/2010 |
| | | | Tina Folch | No | 11 | 12/31/2010 |
| Office of Enterprise Technology | No | 12/31/2010 | Siri Johnson | No | 12 | 12/31/2010 |
| Department of Health | Yes | N/A | Esther Ashley | Yes | | N/A |
| | | | Judy Bifulk | Yes | | N/A |
| | | | Jane Braun | Yes | | N/A |
| Minnesota Housing Finance Agency | No | 10/1/2012 | Charles Callender | No | 9 | 10/1/2012 |
| Department of Human Services | Yes | N/A | Virginia Casey | Yes | | N/A |
| | | | Neil Doughty | Yes | | N/A |
| | | | Glenn Olson | Yes | | N/A |
| | | | Joseph Piwoschuk | Yes | | N/A |
| Department of Labor & Industry | No | 12/31/2011 | Alden Hoffman | No | 5 | 12/31/2011 |
| Minnesota Management & Budget | Yes | N/A | Cathlene Hockert | Yes | | N/A |
| Metropolitan Council | Yes | N/A | James Franklin | Yes | | |
| | | | Vince Pellegrin | Yes | | |
| | | | Christy Bailly | No | 1 | 10/1/2012 |
| | | | Steve McLaird | No | 4 | 12/31/2011 |
| Department of Military Affairs | Yes | N/A | Jon Dotterer | Yes | | N/A |
| | | | David Lein | Yes | | N/A |
| | | | Terrance Sieben | Yes | | N/A |
| | | | David Whaley | Yes | | N/A |
| Department of Natural Resources | Yes | N/A | Paul Fernholz | Yes | | N/A |
| | | | Terrance Lahti | No | 23 | 7/31/2010 |
| Minnesota Pollution Control Agency | Yes | N/A | Jason Moran | Yes | | N/A |
| | | | Jim Stockinger | Yes | | N/A |
| Department of Public Safety | Yes | N/A | Cathy Clark | Yes | | N/A |
| | | | Kris Eide | Yes | | N/A |
| | | | Kevin Leuer | Yes | | N/A |
| | | | Terri Smith | Yes | | N/A |
| Department of Revenue | No | 4/23/2010 | Donna Baker | No | 30 | 6/16/2010 |
| | | | Kathy Yzermans | No | 25 | 4/23/2010 |
| Minnesota State Colleges and Universities | Yes | N/A | Tracy Worsley | Yes | | N/A |
| Department of Transportation | Yes | N/A | Gary Fried | Yes | | N/A |
| | | | Erik Pakieser | Yes | | N/A |
| | | | Craig Strand | Yes | | N/A |
| | | | Susan Walto | Yes | | N/A |

*Full compliance requires an agency to have at least one employee who has completed the entire emergency management curriculum.

**Agencies may employ additional certified emergency managers or those in the process of certification who have not been designated for purposes of this report.