State of Minnesota

Emergency Operations Plan

(Official)

Revised July 20, 2015

Minnesota Department of Public Safety-

Division of Homeland Security

and Emergency Management

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The *Minnesota Emergency Operations Plan* provides the basis for a multi-state agency response to a major disaster/emergency.

The original edition of the "modern version" of this plan was developed in September, 1986; and the most recent revision was completed on 08/1/2013. In addition, in compliance with then-existing requirements, two single-contingency state emergency plans were maintained for several years. These documents were: the *Minnesota Emergency Response Plan for Nuclear Power Plants* and the *Minnesota Emergency Response Plan for High-Level Radioactive Waste Transportation Accidents/Incidents*.

In late 1994 through mid-1995, the Minnesota Department of Public Safety, Division of Emergency Management coordinated the consolidation of the three above-referenced documents into this all-hazard *Minnesota Emergency Operations Plan*. Fourteen other state departments and agencies that have emergency responsibility assignments also participated in this process. The plan is reviewed and updated annually, and changes are noted on the plan's record of revision page.

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Supporting documents on file with the Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management (DPS/HSEM) and/or the agency responsible for their implementation:

1. Standard operating procedures (SOPs) and standard operating guidelines (SOGs) developed by state agencies/organizations
2. Letters of Agreement
3. Memoranda of Understanding

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This Plan has been reviewed and approved by:

9/28/2015
Date

Mark Dayton
Governor, State of Minnesota

9/18/2015
Date

Joe Kelly
Director, Division of Homeland Security and Emergency Management
Department of Public Safety

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The *Minnesota Emergency Operations Plan* has been reviewed and approved by the following department/agency commissioner:

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This plan is normally to be reviewed and updated as necessary every year. At that time, if any portion of the Basic Plan or an annex is changed:

The revision **number** in the upper right corner of every page of that individual section will be increased by one.

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Interface between National Response Framework (NRF) Emergency Support Functions (ESFs) and State Agencies 4/8/2008

State Agency*	NRF ESFs	Federal Agency
Public Safety/Military Affairs/Transportation	**ESF #1** Transportation	Department of Transportation
Transportation/Public Safety/Employment and Economic Development	**ESF #2** Communications	Department of Homeland Security / National Communication System
Transportation/ Military Affairs	**ESF #3** Public Works & Engineering	Department of Defense/ U.S Army Corps of Engineers
Public Safety/ Natural Resources	**ESF #4** Firefighting	Department of Agriculture/ Forest Service
Public Safety	**ESF #5** Emergency Management	Department of Homeland Security/ Federal Emergency Management Agency
Public Safety/ Human Services	**ESF #6** Mass Care, Emergency Assistance, Housing, & Human Services	Department of Homeland Security/ Federal Emergency Management Agency
Public Safety	**ESF #7** Logistics Management and Resource Support	Department of Homeland Security/ FEMA/General Services Administration
EMS Regulatory Board, Health, Agriculture, Board of Animal Health	**ESF #8** Public Health & Medical Services	Department of Health and Human Services
Public Safety	**ESF #9** Search & Rescue	Department of Homeland Security/ Federal Emergency Management Agency
Public Safety/Agriculture/ Pollution Control	**ESF #10** Oil & Hazardous Materials Response	Environmental Protection Agency
Education/Agriculture/ Health/Board of Animal Health	**ESF #11** Agriculture & Natural Resources	Department of Agriculture
Transportation/ Commerce/ Public Safety	**ESF #12** Energy	Department of Energy
Public Safety/ Military Affairs	**ESF #13** Public Safety & Security	Department of Justice
Public Safety	**ESF #14** Long-Term Community Recovery	Department of Homeland Security/ Federal Emergency Management Agency
Governor/Public Safety	**ESF #15** External Affairs	Department of Homeland Security

* Agency(cies) having the primary or coordinating responsibility for carrying out the ESF.
* Agency(cies) having a support responsibility are not listed.

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Interface between National Response Framework (NRF) Emergency Support Functions (ESFs) and MEOP Annexes 07/23/2013

MEOP Annex(es)	NRF ESF
Annex I: Evacuation/Traffic Control/Security	ESF #1 Transportation
Annex A: Notification and Warning Annex B: Incident Management	ESF #2 Communications
Annex L: Public Works and Utilities Restoration	ESF #3 Public Works and Engineering
Annex H: Fire Protection	ESF #4 Firefighting
Annex B: Incident Management	ESF #5 Emergency Management
Annex J: Mass Care, Housing and Human Services	ESF #6 Mass Care, Emergency Assistance, Housing and Human Services
Annex N: Resource Management	ESF #7 Logistics Management and Resource Support
Annex F: Health and Safety Protection Annex G: Medical Services Annex J: Mass Care, Housing and Human Services	ESF #8 Public Health and Medical Services
Annex E: Search and Rescue	ESF #9 Search and Rescue
Annex M: Environmental Hazard Response Annex K: Debris Management	ESF #10 Oil and Hazardous Materials Response
Annex D: Accident/Damage Assessment Annex F: Health and Safety Protection Annex G: Medical Services	ESF #11 Agriculture and Natural Resources
Annex L: Public Works and Utilities Restoration	ESF #12 Energy
Annex I: Evacuation, Traffic Control, Security Annex K: Debris Management	ESF #13 Public Safety and Security
Annex D: Accident/Damage Assessment	ESF #14 Long-Term Community Recovery
Annex A: Notification and Warning Annex C: Public Information	ESF #15 External Affairs

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Radiological emergency preparedness (REP) responsibilities have been assigned in NUREG-0654 to nuclear facility operators/licensees, states, and local governments, in cooperation with Federal agencies. *State government* responsibilities are listed below along with the corresponding reference in the Minnesota Emergency Operations Plan (MEOP). REP responsibilities not listed below have not been prescribed by NUREG-0654 to be State responsibilities, but those belonging to the facility operators/licensees.

NUREG-0654 Reference	MEOP Reference	
	Basic Plan	Annex
Assignment of Responsibility		
a. Response Organizations	V.	A, B, F, I, N
b. Concept of Operations	VII.	D, F, J, Appendix N-1,
c. Organizations block diagrams	V. Chart B	
d. Responsible Officials	VII.E.2.	B.II.
e. 24-hour response	VII.E.3.b	A.II.C.3.b.1
a. Key functions	VI. Chart D	
b. Legal basis	IV.	
Written agreements	Appendix 3	
Protracted operations	VII.E.3.e.3	B.V.C.2.
Onsite Emergency Organization		
Onsite Emergency Organization is the responsibility of the Nuclear Generating Plant	N/A	N/A
Emergency Response Support and Resources		
a. Requests for FRMAC/FRERP assistance	V.C., VI.A., VII.B.	Appendix N-1
b. FRMAC/FRERP resources expected		I.IV, I.VII, Appendix N-1
c. Identify resources available to FRMAC/FRERP		Appendix N-1
a. Representatives to near-site Emergency Operations Facility (EOF)	BP.VII.B.5.	
b. Responsibility of Licensee	N/A	N/A
Identify radiological laboratories		F.II.D.6., L.2.B.3.c., D.IV.E., Appendix N-1
Emergency Assistance	Appendix 3	A., B., Appendix N-1
Emergency Classification System		
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
Emergency classification	VII.E.4.	A.V., B.VII
Emergency actions by classification		Appendix F-1
Notification Methods and Procedures		
Response organization's notification/verification	VII.C.2.	A.II.
Procedures for notifying, alerting, and mobilizing emergency response personnel	Appendix 2	A.II.C.1.b
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
Disseminating information received from licensee		A.II.A., A.IV., A.II.C.1.b
Procedures and time required for notification of public		A.IV.A., A.IV.B.

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NUREG-0654 Reference	MEOP Reference	
	Basic Plan	Annex
Written messages for public notification		A.IV.D.
Emergency Communications		
a. 24-hour notification	VII.E.2.b.1.	A.II.C.1.b, A.II.C.1.b
b. Contiguous states, local governments		A.II.C.1.b.
c. Federal Emergency Response Organization	Appendix 3	B.VI.A., B.VII.A., B.VIII.A.4.
d. Nuclear facility and EOC/Field Teams		B.VIII.A.
e. Emergency personnel in response organizations	Appendix 2	A.II.C.
f. Responsibility of Licensee	N/A	N/A
Medical Support Communications	VI. Chart D	B.VIII.A.4., G.II.B., G.IV.B.
Periodic communication tests	IX.C.	
Public Education and Information		
Emergency notification information to public		C.IV.B.
Public awareness of emergency information		C.IV.B.
a. News media points of contact/locations		C.II.A.1., C.III.B., C.III.D.
b. Responsibility of Licensee	N/A	N/A
a. Organization spokespersons		C.II.A., C.III.D.3.
b. Information exchange between spokespersons		C.II.A.1., B.VIII.A.3.a., B.VIII.A.3.c.
c. Rumor control		C.II.A.1.d.
Annual media briefing		C.IV.B.3.
Emergency Facilities and Equipment		
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
Emergency Operations Center (EOC)	VII.E.3.a.2	
Staffing of EOC	VII.E.3.a.2	B.VI.
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
Off-site radiological monitoring equipment and meteorological capability		D.IV.J.1.b.7.
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
Instrument checks and calibration		Appendix D-1
Inventory of emergency kits		Appendix D-1
Collection point for receipt/analysis of monitoring data		Appendix D-1
Accident Assessment		
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A

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NUREG-0654 Reference	MEOP Reference	
	Basic Plan	Annex
Responsibility of Licensee	N/A	N/A
Field monitoring in Emergency Planning Zone		D.III.A.3., D.IV.E.1.b., Appendix D-1
Capability of rapid assessment of radiological hazards		D.IV.E.1.b., Appendix D-1
Detection and measurement of radioactive concentrations in the air		D.IV.E.1.b.
Relation measurements to dose rates		D.III.A.3., D.IV.E.1.b., F.IV.A., Appendix D-1
Tracking airborne plumes		D.III.A.3., D.IV.E.1.b., Appendix D-1, Appendix N-1
Protective Response		
Responsibility of Licensee	N/A	N/A
Offsite support for onsite personnel evacuation		I.III.A., I.IV.E., I.IV.F.
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
Implementation of protective measures		F.
a. Maps (evacuation routes, areas, shelters, relocation centers, radiological sampling, and monitoring points)	All map updates submitted with plan	B.VIII.E.1., I.VII., Appendix I-1
b. Population distributions	All map updates submitted with plan	B.VIII.E.1., I.VII.
c. Notification of population		A.IV.
d. Protection of mobility impaired		I.V.A., J.IV.B.2.
e. Provisions for the use of radio-protective drugs		F.IV.E.4.
f. Decision-making for administering radio-protective drugs to general population		F.IV.C.3.
g. Means of relocation		J.IV.B.2.
h. Relocation centers (Reception centers)		J.IV.B., J.IV.C.
i. Projected traffic capacities		I.VI., Evacuation Time Est.[1]
j. Security for evacuated areas		I.II.B.4.c.9.a
k. Potential impediments for evacuation		I.II.B.6.c., I.II.B.6.h.2.
l. Evacuation time estimates		I.VI., Evacuation Time Est.[1]

[1] Complete title: *Evacuation Time Estimates for the Prairie Island/Monticello Nuclear Generating Plant Emergency Planning Zone*

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NUREG-0654 Reference	MEOP Reference	
	Basic Plan	Annex
m. Bases for recommended protective action		F.IV.A.
Protective measures for ingestion pathway including land use maps		B.VIII.E.1., F.IV.F., Appendix N-1
Registering/monitoring evacuees at relocation centers (reception centers)		J.II.D.12.c., J.IV.A.1.
Radiological Exposure Control		
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
a. Continuous dose determination capability		F.IV.E.3.
b. Maintaining dose records		F.IV.E.3.
Decision chain for authorizing emergency workers to incur exposure		F.IV.E.2.
a. Action levels for determining need decontamination		F.IV.E.5.
b. Decontamination and waste disposal		F.IV.E.5.
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
Medical and Public Health Support		
Arrangement for medical services capable of handling radiological victims		G.IV.B., Appendix G-1
Responsibility of Licensee	N/A	N/A
List locations of medical facilities capable of handling radiological victims		G.IV.B., Appendix G-2
Transportation of radiological accident victims	Appendix 3	G.IV.B.1.d., Appendix G-3
Recovery and Re-entry Planning and Post-Accident Operations		
Decision-making relative to relaxation of protective measures		F.IV.F.,F.IV.G.
Responsibility of Licensee	N/A	N/A
Communication of recovery operation messages		B.VII.A.2, F.IV.F.
Method for periodic estimation of total population exposure		N.I.A.4
Exercises and Drills		
a. Frequency of emergency response exercises	IX.B.	
b. Exercise development including scenario	IX.B.	
d. Ingestion Exercise	IX.B.	
a. Communication drills	IX.C.1.a	
b. Responsibility of Licensee	N/A	N/A
c. Medical emergency drills	IX.C.1.e	
d. Radiological monitoring drills	IX.C.1.e	
e.(1) Health physics drills	IX.C.1.f	
Scenario		
a. Objectives	IX.B.5.a.	
b. Date, time, place, and participating organizations	IX.B.5.b.	
c. Simulated events	IX.B.5.c.	

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NUREG-0654 Reference	MEOP Reference	
	Basic Plan	Annex
d. Time schedule	IX.B.5.d.	
e. Narrative summary	IX.B.5.	
f. Arrangements for qualified observers for exercises	IX.B.6.	
Critique of the exercises	IX.B., Appendix 1	
Establishing and implementing corrective actions	IX.B.	
Radiological Emergency Response Training		
Provisions for training appropriate individuals	IX.A., Appendix 1	
Responsibility of Licensee	N/A	N/A
Off-site training of response organizations including mutual aid district members	IX.A., Appendix 1	
Responsibility of Licensee	N/A	N/A
Responsibility of Licensee	N/A	N/A
Training for:		
Directors/coordinators of response organizations	Appendix 1	
Assessment personnel	Appendix 1	
Radiological monitoring teams	Appendix 1	
Police and firefighting personnel	Appendix 1	
Responsibility of Licensee	N/A	N/A
First aid and rescue personnel	Appendix 1	
Local support services	Appendix 1	
Medical support personnel	Appendix 1	
Responsibility of Licensee	N/A	N/A
Transmission of emergency information and instructions	Appendix 1	
Provision for initial and annual retraining of emergency response personnel	Appendix 1	
Responsibility for the Planning Effort, Development, Periodic Review, and Distribution of Emergency Plans		
Training of individuals responsible for planning	IX.	
Identification by title of individuals responsible for the planning	XII.	
Emergency Planning Coordinators	XII.	
Maintenance of the plan	XII.	
Handling of plan revisions	Record of Revision	
Supporting Plans	IV., Appendix 2	
Procedures for implementing plan	Appendix 2	
Table of contents and Index	Table of Contents, NUREG-0654 Cross Reference	
Responsibility of Licensee	N/A	N/A
Quarterly update of telephone numbers	XII.	

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I. REASON FOR PLAN

A. The State of Minnesota is subject to major disasters/emergencies that can pose a significant threat to public safety and/or health. The four general types of such events are: 1) natural disasters, 2) technological hazards, 3) civil emergencies, and 4) national security events. Specific hazards include but are not limited to: floods, tornadoes, blizzards, droughts, releases of hazardous materials, high-level radioactive waste transportation accidents, emergency levee/dam failures, pipeline leaks, explosions, forest fires, terrorism, critical infrastructure failures, cyber security incidents, civil disturbances and public health emergencies like pandemic influenza and Highly Pathogenic Avian Influenza (HPAI) outbreak.

B. Two nuclear generating plants are located in Minnesota - one at Monticello and one at Prairie Island near Red Wing. A serious incident at one of these plants could result in the release of radioactive gases, liquids, or particles into the atmosphere and/or river systems.

C. An emergency plan is needed to enable government to continue to operate and carry out emergency functions, and to protect the public and the environment from the effects of all of the above-mentioned hazards.

II. PURPOSE AND OBJECTIVES OF PLAN

A. Purpose

1. When confronted with a minor emergency, state agencies normally carry out their responsibilities largely independent of other agencies.

2. In the event of a major disaster/emergency, the actions of state agencies must be closely coordinated if the state is to respond effectively. The purpose of this plan is to facilitate this coordination.

B. Objectives

1. To maximize the protection of lives and property.

2. To ensure that continuity of government is maintained and continues to provide essential services.

3. To support local units of government, as necessary.

4. To describe standards regarding training and exercising activities, plan maintenance and other preparedness activities.

5. To ensure that all current state and federal government planning requirements are met.

III. ORGANIZATION OF PLAN

A. The *Minnesota Emergency Operations Plan* is divided into two major parts: an all-hazard *basic plan*, and fourteen supporting *annexes*.

1. Basic Plan: The basic plan focuses first and foremost on:

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2. The assignment of emergency responsibilities, and 2) general operations policies. It is directed primarily at those officials with overall incident management responsibility, such as the Governor and department and agency heads.

B. Annexes

1. The annexes expand on the emergency responsibility assignments made in the basic plan and are of principal value to those within an agency/department who are responsible for carrying out such assignments. A synopsis of annex contents is as follows:

Annex A: Notification and Warning: State, federal and local government public alerting, warning and notification. Includes Emergency Alert System (EAS) and notification to contiguous states.

Annex B: Incident Management: Coordination of internal and external disaster/emergency response communications; functions of the SEOC; National Incident Management System (NIMS); information resources and administrative support.

Annex C: Public Information: Emergency public information, Joint Information Center (JIC), public awareness campaigns, education of news media.

Annex D: Accident/Damage Assessment: Collection and use of field information, hazard identification, computer modeling.

Annex E: Search and Rescue: Assistance to local government in search and rescue operations, coordination of air and ground-based search and rescue missions.

Annex F: Health and Safety Protection: Health protection guidelines, preventive and emergency protective action decisions (PADs); laboratory response; radiological exposure control; contamination control.

Annex G: Medical Services: Medical services, EMS/NDMS, emergency mortuary services.

Annex H: Fire Protection: State fire-fighting responsibilities on state-owned land, fire suppression, support of local governments.

Annex I: Evacuation/Traffic Control/Security: Law enforcement, transportation, security of evacuated areas.

Annex J: Mass Care, Housing, and Human Services: Feeding, sheltering, clothing, registration, identification of facilities, repatriation, disaster welfare inquiry, crisis counseling.

Annex K: Debris Management: Clearance, management and disposal of impediments to evacuation, cleanup.

Annex L: Public Works and Utilities Restoration: Utility restoration, engineering, water treatment, public buildings.

Annex M: Environmental Hazard Response: Environmental protection, long-term environmental recovery, hazardous materials, environmental damage assessment, cleanup.

Annex N: Resource Management: Drinking water, facilities, critical equipment, materials, supplies, personnel.

Annex O: Minnesota State Annex to the National Response Framework

Annex P: Animal Disease Emergencies

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C. Other Plan Components

1. *Appendices* to this plan include a list of Radiological Emergency Preparedness (REP) training activities, implementing and supplemental procedures, letters of agreement and memorandum of understanding, and some specific hazard overviews.

2. *Standard Operating Procedures (SOPs) and Standard Operating Guidelines (SOGs)*: developed by state agencies. These documents are on file with individual agencies.

IV. LEGAL BASES AND REFERENCES

This plan was developed in accordance with Federal Emergency Management Agency (FEMA) and U.S. Nuclear Regulatory Commission (NRC) requirements, and State of Minnesota statutes. Legal bases and references include:

A. U.S. Constitution Article I, Section 8, Clause 16

B. U.S. Public Law 920, as amended (U.S. Civil Defense Act)

C. U.S. Public Law 93-288, as amended (Robert T. Stafford Act)

D. Homeland Security Act of 2002, P.L. 107/296

E. U.S. Public Law 99-499, as amended (Superfund Amendment and Reauthorization Act [SARA] of 1986)

F. Federal regulations: 10 CFR 70, 10 CFR 71, 10 CFR 73, 44 CFR 350, 49 CFR 171, 49 CFR 172, 49 CFR 173, 49 CFR 177

G. NUREG-0654/FEMA REP-1, Revision 1 and related Guidance Memoranda

H. FEMA REP-5: Guidance for Developing State, Tribal, and Local Radiological Emergency Response Planning and Preparedness for Transportation Accidents

I. The National Response Framework

J. The Federal Radiological Emergency Response Plan (FRERP), as amended

K. Minnesota Statutes, Chapters 12 & 12A, 115E, 116, 299A and 299K, as amended

L. Minnesota Rules, Chapter 7514

M. National Guard Regulation (NGR) 500-1/Air National Guard Instruction (ANGI) 10-8101 - Military Support to Civil Authorities

N. Governor's Executive Order Assigning Emergency Responsibilities to State Agencies

O. FEMA REP-10, Guidance on Offsite Emergency Radiation Measurement Systems

P. State of Minnesota, Department of Administration, Reorganization Order No. 191, February 2004

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V. RESPONSE ORGANIZATIONS

The following individual agencies, in various combinations, form the disaster/emergency response organization. (State agencies that potentially have a role in the response to a major disaster/emergency are also shown on Chart A: Organization of the Executive Branch, State of Minnesota, contained in this plan.)

A. State of Minnesota

1. Office of the Governor
2. Department of Administration
3. Department of Agriculture*****
4. Board of Animal Health
5. Attorney General
6. Department of Commerce
7. Department of Education*
8. Department of Employment and Economic Development
9. Emergency Medical Services Regulatory Board*****
10. Minnesota Management and Budget
11. Department of Health*****
12. Minnesota Housing Finance
13. Department of Human Services*****
14. Department of Labor and Industry
15. Department of Military Affairs***** (National Guard)
16. Department of Natural Resources*****
17. MN.IT Services
18. Metropolitan Council
19. Minnesota Pollution Control Agency
20. Department of Public Safety*****
21. Department of Revenue
22. Department of Transportation*****

*Agencies with significant responsibility in the event of a nuclear generating plant incident.

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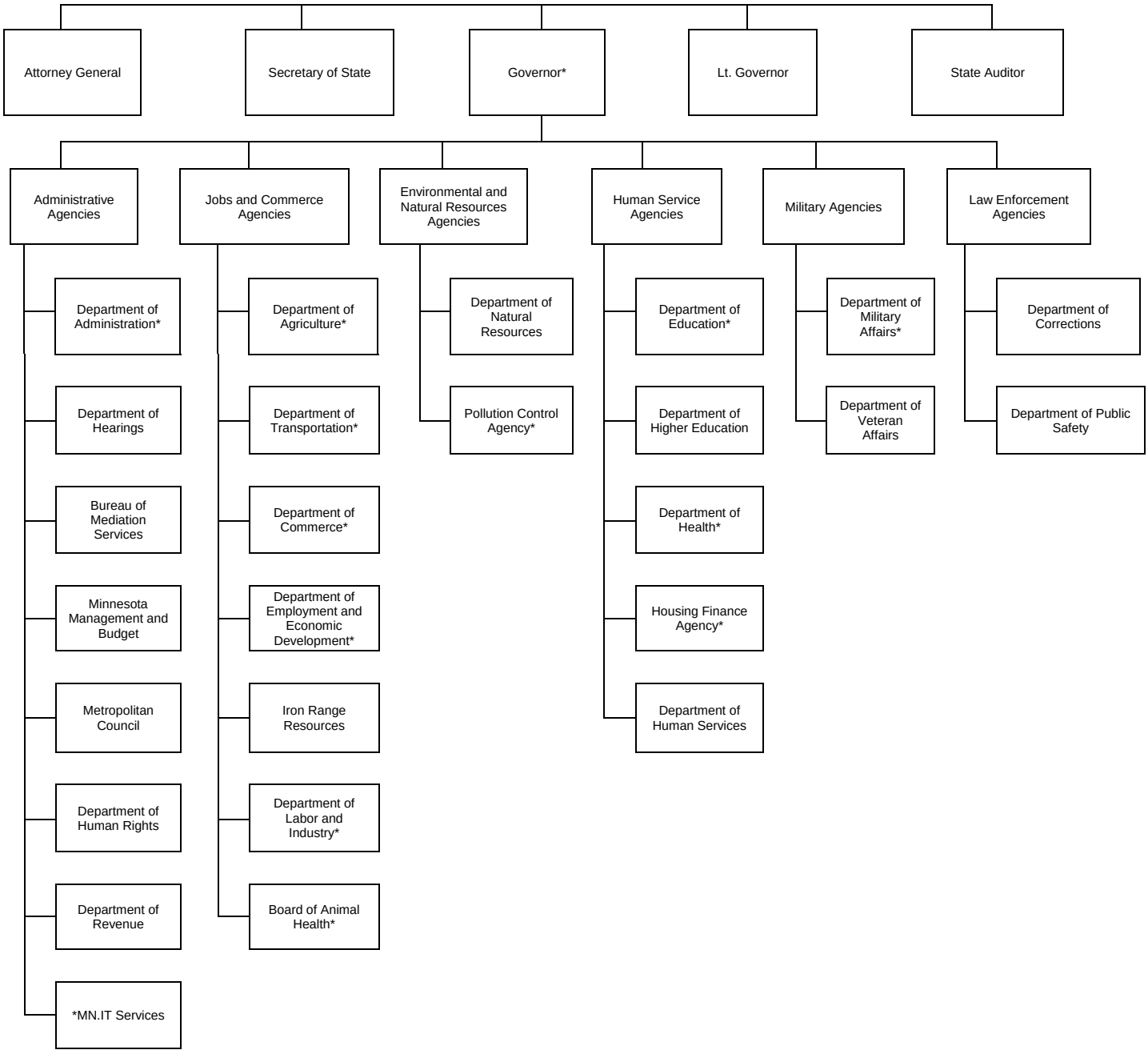
Chart A: Organization of the Executive Branch, State of Minnesota



*Agency has been assigned one of more emergency operations responsibilities.

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Chart B: Interrelationship of Radiological Emergency Preparedness (REP) Agencies

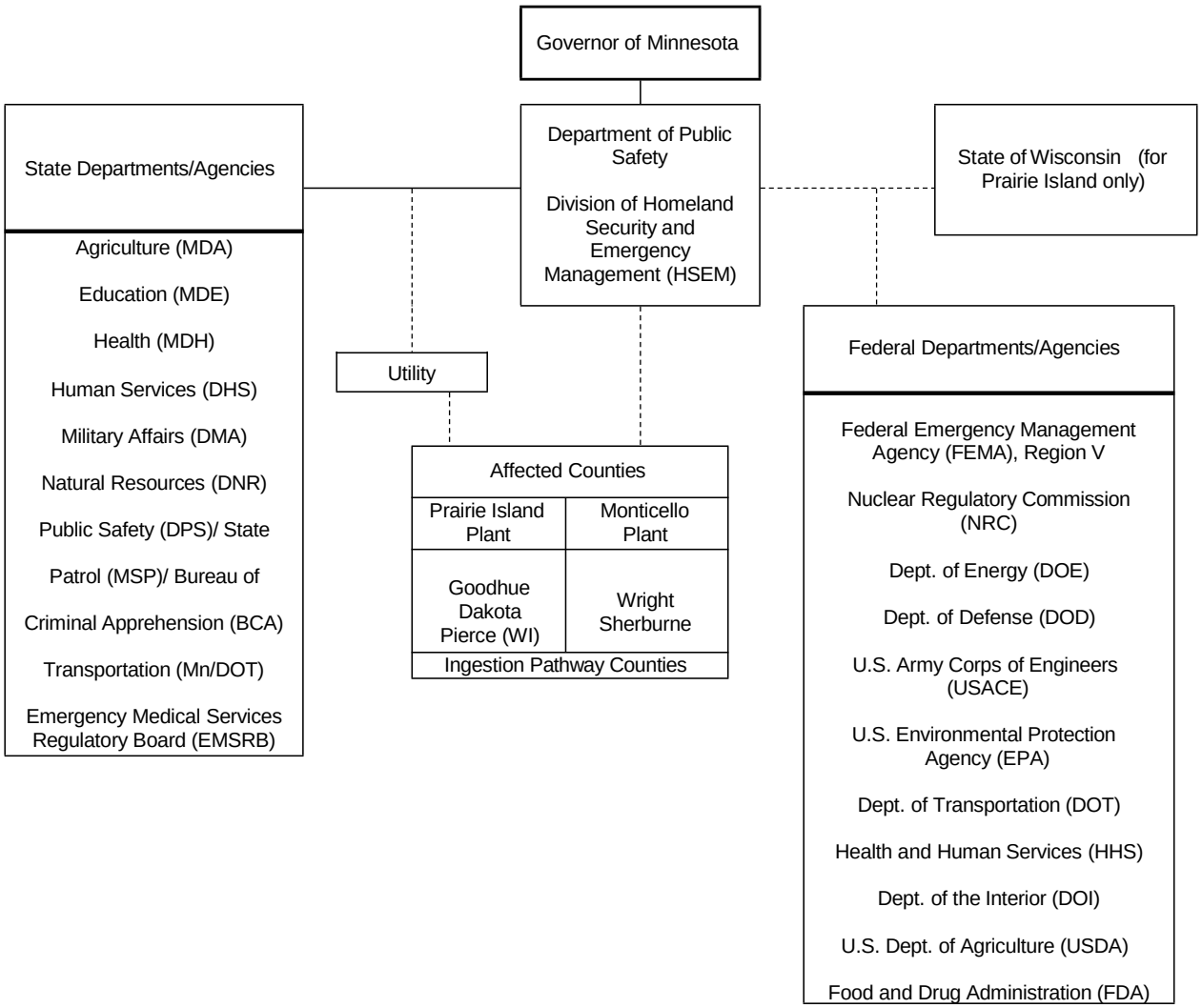

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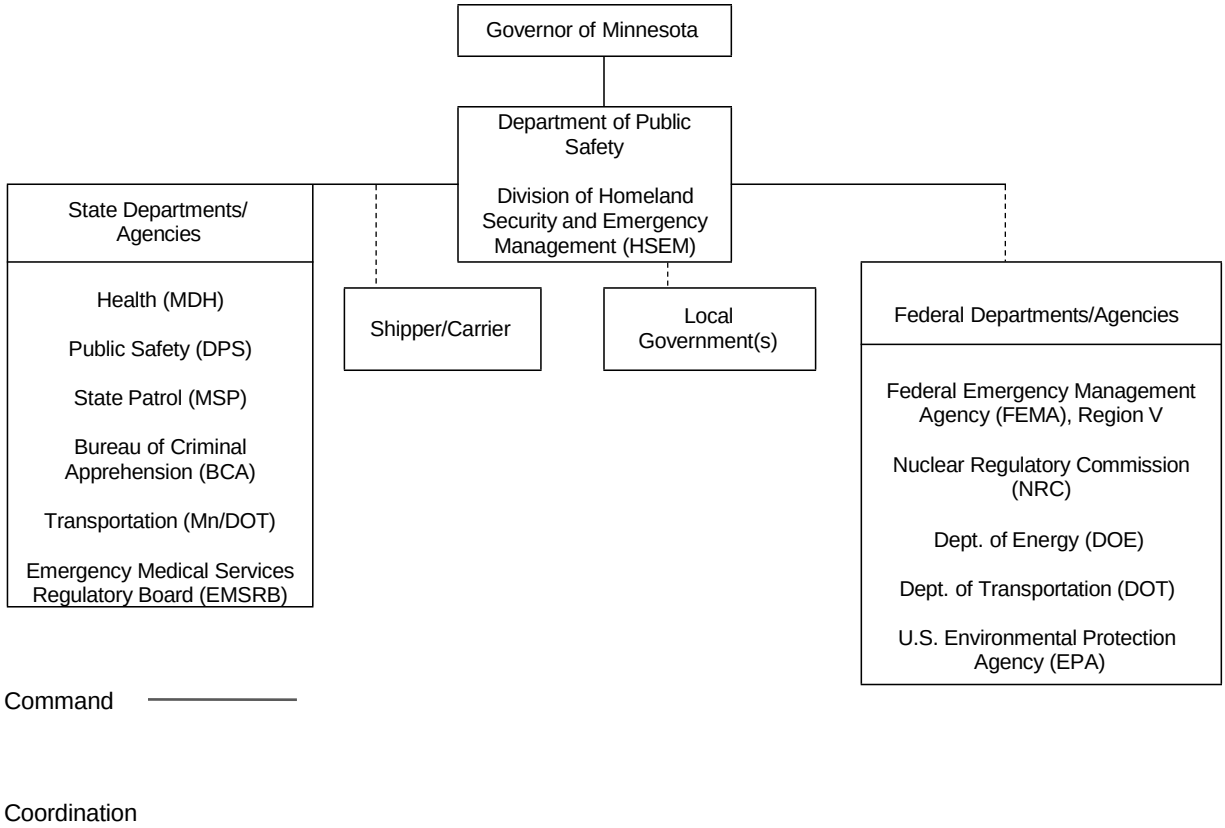
Chart C: Interrelationship of Entities Involved in Response to High-Level Radioactive Waste Transportation Accidents/Incidents



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B. Local Government

1. In accordance with National Incident Management System (NIMS) processes, resource and policy issues are addressed at the lowest organizational level practicable, i.e., local units of government (counties, cities, townships, etc.) provide initial emergency response and coordination for citizens when a major disaster/emergency occurs.

2. The local governments located within, or directly affected by, the Monticello and Prairie Island Nuclear Generating Plant's 10-mile Emergency Planning Zones (EPZs) are as follows:

   a. Monticello Nuclear Generating Plant

      1) Wright County/Cities of Monticello, Buffalo and Maple Lake
      2) Sherburne County/Cities of Becker and Big Lake

   b. Prairie Island Nuclear Generating Plant

      1) Goodhue County/City of Red Wing and Prairie Island Indian Community
      2) Dakota County

C. Federal Government

1. The National Response Framework (in response to Homeland Security Presidential Directive-5) establishes the basis for federal assistance to the state and its affected political subdivisions impacted by a catastrophic or significant disaster/emergency.

2. Agencies potentially involved in the response to a nuclear generating plant emergency:

   a. Federal Emergency Management Agency (FEMA)
   b. Nuclear Regulatory Commission (NRC)
   c. Department of Energy (DOE)
   d. Department of Defense (DOD)/U.S. Army Corps of Engineers (USACE)
   e. U.S. Environmental Protection Agency (EPA)
   f. Department of Transportation (DOT)
   g. Department of Health and Human Services (HHS)
   h. Department of the Interior (DOI)
   i. U.S. Department of Agriculture (USDA)
   j. Food and Drug Administration (FDA)
   k. Department of Homeland Security (US DHS)

3. In addition to the agencies listed above, the Small Business Administration (SBA) may be involved in the response to other types of disasters/emergencies.

D. Utilities/Private Businesses

1. Utility service suppliers (including the Northern States Power Minnesota, operator of the Monticello and Prairie Island Nuclear Generating Plants.

2. "Responsible parties": those parties responsible for spills/releases of hazardous materials

3. Broadcast and cable industries

E. Private Organizations

1. American Red Cross

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2. Salvation Army

3. Minnesota Voluntary Organizations Active in Disasters (MNVOAD)

4. Radio Amateur Civil Emergency Service (RACES) and Amateur Radio Emergency Services (ARES) groups

5. Public-Private Coordination and Action Team (P2CAT).

6. Other volunteer organizations

VI. ASSIGNMENT OF EMERGENCY RESPONSIBILITIES

A. Role of HSEM

1. Within state government, the Department of Public Safety, Division of Homeland Security and Emergency Management (DPS/HSEM) is the agency responsible for coordinating state disaster/emergency preparedness, response, recovery, and mitigation. Extensive and specific emergency responsibilities are assigned to HSEM in Minnesota Statutes, Chapter 12, and the *Governor's Executive Order Assigning Emergency Responsibilities to State Agencies*. The operating procedures followed by HSEM are contained in the HSEM Standard Operating Guidelines. These procedures are on file with HSEM.

2. HSEM will provide status reports and needs assessments to the Federal Emergency Management Agency (FEMA), Nuclear Regulatory Commission (NRC) or other appropriate federal agencies when an actual or potential disaster/emergency arises. HSEM will also coordinate local government and state agency requests for federal assistance. Lastly, HSEM will coordinate the establishment of Joint Field Offices.

B. Responsibilities of State Agencies

1. State agencies will carry out emergency assignments during a disaster/emergency that parallel their day-to-day activities. However, in accordance with both state law and the *Governor's Executive Order Assigning Emergency Responsibilities to State Agencies*, certain state agencies have been assigned specific emergency responsibilities of both an operational and administrative nature. The *operational* responsibilities are shown on Chart D: State of Minnesota Emergency Responsibility Assignments. (For further details concerning state agency emergency operation responsibilities, refer to the annexes to this plan. One annex exists for each of the responsibilities listed on Chart D.)

2. The *Governor's Executive Order Assigning Emergency Responsibilities to State Agencies* mandate that agencies assigned emergency responsibilities to develop and maintain the plans/procedures/guidelines needed to carry out those responsibilities. These plans/procedures/guidelines should be made available to the agency's employees and to the Division of Homeland Security and Emergency Management for maintenance in the state emergency operations center (SEOC). In addition, all state agencies are required to develop and maintain continuity of operations plans for sustained operations and staffing.

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Chart D: State of Minnesota Emergency Responsibility Assignments

Annex	A	B	C	D	E	F	G	H	I	J	K	L	M	N
Department/Agency/Office	Notification & Warning	Incident Management	Public Information	Accident/Damage Assessment	Search & Rescue	Health and Safety Protection	Medical Services	Fire Protection	Evacuation/Traffic Control/Security	Mass Care Housing and Human Services	Debris Management	Public Works/Utilities Restoration	Environmental Hazard Response	Resource Management
Administration		S		S										S
Agriculture		P[8]	P[8]	P		P					S	S[5]	P[5]	S
Animal Health		P[8]	P[8]	P[8]		P[8]				S	S			
Attorney General		S												
Commerce		S		S								P		S
Education														S
Employment & Economic Development														S
EMS Regulatory Board		S				S	P		S	C				
Health		P[6]	P[6]	P[6]		P	P[6]			S	P[2]	S	S	S
Housing Finance														S
Human Services										C				S
Labor & Industry			S	S		S								S
Management and Budget			S											S
Metropolitan Council/Metro Transit									S					
Metropolitan Council/Environmental Services												S		
Military Affairs		S		S	S		S	S	S	S	S	S	S	S
Natural Resources	S	S	P[9]	S	S	S[3]		P[4]	S		S	S	S	S
MN.IT Services	P[10]	P[10]	S	S						S		P		P
Pollution Control				S		S					P	S[5]	P[5]	S
Public Safety	P	P	P	C	C	P[3]		P[4]	P	C	C	S	P	P
Revenue			C	S										
Transportation		S	S	S					S		S	S	S	S

P = Primary C = Coordination S = Support

Definitions of the P, C and S code letters shown on Chart D are as follows:

P: Primary responsibility. Agency is in charge of and responsible for specified function.

C: Coordination responsibility. Several agencies have partial responsibility for a particular function, but no one agency has obvious primary responsibility. This may occur where non-governmental agencies are involved.

S: Support responsibility. Agency will assist the agency(cies) having primary or coordination responsibility for a specified functions.

Definitions of the numbered footnotes to the code letters on Chart D are as follows:

[2] Responsibility during accidents/incidents involving radioactive materials and protection of public health from food-borne disease.

[3] Responsibility during nuclear generating plant incidents only.

[4] DNR, Forestry Division has primary responsibility for forest and grassland fires. DPS, Fire Marshal Division has primary responsibility for all other fires.

[5] The Department of Agriculture has primary responsibility when agricultural chemicals cause the hazard. The Pollution Control Agency has primary responsibility for response to incidents not involving radiological materials or weapons of mass destruction. The Department of Public Safety is the lead state agency during the public safety phase of an environmental hazard response to a terrorist incident involving a weapon of mass destruction.

[6] Primary responsibility when public health concerns are the overriding issue.

[8] Primary responsibility during animal emergencies only.

[9] Primary responsibility during a wildfire.

[10] Primary responsibility during cyber security threats.

The alerting and notification function is found in column A (above); the command and control function is found in column B; the communications and public information functions are in columns B and C; the law enforcement function is found in columns E and I; the transportation function is found in column I, the protective response function is found in columns B, D, F and G; and the radiological exposure control function is found in column F. The public health and sanitation function is found in column F.
The human services function is found in columns F and J.

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VII. CONCEPT OF OPERATIONS

A. Overview of Response to Disasters/Emergencies

1. Local government has the primary responsibility for meeting the immediate health and safety needs of its citizens in the event of a major disaster/emergency.

2. State resources will augment those of local government when:

   a. The needs generated by a major incident exceed the capability of local government to respond,

   b. The state has a specialized resource needed by local government or

   c. The scope of the event is widespread and there is a need to utilize a centralized incident management system. (A nuclear generating plant incident would be an example of the latter situation.)

B. Operations Policies

1. Protection of life and property and alleviation of human distress are the primary objectives of state government emergency operations.

2. Chief executives of local government will assume direct control of the emergency operations of all government and non-government resources that by law are subject to their authority.

3. All military resources employed in support of emergency operations will remain under military command and control at all times.

4. State agencies involved in the response to a disaster/emergency will maintain the records necessary to document their disaster-related expenditures.

5. HSEM will coordinate all requests for federal assistance during an activation of the State's Emergency Operations Center.

C. Method of Notification

1. Various statutes, regulations, and emergency plans require that certain types of emergency events be reported (by the responsible party) to the state, and in some cases to the federal and appropriate local government. These events include:

   a. Hazardous material releases to air, water or soil,

   b. Pipeline leaks/breaks.

2. State and federal reporting requirements mandate that all such emergency accidents/incidents be reported specifically to the Minnesota Duty Officer (MDO), which is located at the Bureau of Criminal Apprehension, (other local and federal reporting requirements also apply). In addition, local governments in Minnesota routinely notify the MDO of other types of incidents.

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3. In the event of a Notification of an Unusual Event, Alert, Site Area Emergency or General Emergency at the Monticello or Prairie Island Nuclear Generating Plant, Northern States Power Minnesota has the responsibility to notify the MDO as well as the appropriate local governments. The MDO, in turn, is responsible for ensuring that all necessary local, state, and federal agencies and officials are notified.

4. A carrier of high-level radioactive waste is required to notify the MDO of any accident/incident. In turn, the MDO has procedures to ensure the prompt notification of appropriate local, state and federal government agencies.

D. Proclamation/Declaration of Emergency

1. When an act of nature, an industrial accident, a hazardous materials accident, a major health threat or a civil disturbance endangers life and property and local government resources are inadequate to handle the situation, the Governor may declare a *peacetime emergency*.

2. Such a declaration cannot be continued for more than 5 days, unless extended (for up to 30 days) by the state Executive Council. A declaration of emergency shall invoke necessary portions of this plan and authorize aid and assistance thereunder.

3. The Governor may also declare a *state of emergency* if a threat of armed violence, sabotage or act of terrorism is imminent.

E. Incident Management

1. This section is intended as a summary of incident management issues only. See Annex B: Incident Management for additional information concerning the National Incident Management System (NIMS), state and local EOCs, continuity of government and other incident management-related information.

2. Identification of the "Officials in Charge"

   a. The responsible officials, by title, who have the legal responsibility for providing overall direction of the emergency response, are:

      1) State of Minnesota: Minnesota Statutes, Chapter 12 stipulates, "The Governor has general direction and control of emergency management..."

      2) The same statute provides for the delegation of this authority to HSEM, as follows: "The division shall coordinate state agency ... emergency response to all types of natural and other disasters/emergencies..."

      3) Further, the *Governor's Executive Order Assigning Emergency Responsibilities to State Agencies* states that: "[HSEM] shall have the coordinating/facilitating role in a multiple state agency response to a disaster/emergency."

      4) The director of HSEM will: implement this plan, coordinate emergency operations, approve protective action decisions (PADs) following nuclear generating plant incidents/accidents and serve as the State Coordinating Officer and Governor's Authorized Representative for all presidentially declared disasters/emergencies.

      5) The director of HSEM will also prepare the request for federal assistance, if necessary, on behalf of the Governor.

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b. Local Government: Chair, county board of commissioners (counties), and mayor (cities).

3. Management Systems

a. The scope and nature of a disaster/emergency will determine whether one or both of the following incident management systems will be implemented:

1) National Incident Management System (NIMS)

a) Minnesota has adopted the National Incident Management System (NIMS).

b) In the event of a limited-scope emergency, incident management may be accomplished entirely through the use of NIMS and the establishment of an incident command post (ICP).

c) Governor's Executive Order 05-02 establishes NIMS “as the basis for all incident management in the state of Minnesota.” (See Annex B: Incident Management for more information on NIMS.)

2) Emergency Operating Centers (EOCs)

a) In the event of a multi-agency response to a major disaster/emergency, the effective management of emergency operations from a central, protected facility that has adequate communications capability and personnel is essential.

b) Based upon the size of the geographic area affected, number of locations involved, number of agencies responding and duration of the event, management of the incident might take place from one or more of the following established or alternate sites, as appropriate:

i. Incident Command Post (ICP),

ii. local government EOC, a regional EOC

iii. state EOC (SEOC).

iv. The specific circumstances of the incident will dictate the location and type of incident management facility selected.

b. State of Minnesota

1) Management of the state response to a major disaster/emergency (including a nuclear generating plant incident) will take place from the SEOC, located at NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED. A diagram of the layout is available on file in the EOC.

2) The SEOC can be operational on a continuous 24-hour basis for a protracted period of time, and will be activated at a level appropriate to the magnitude of the disaster/emergency.

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3) State agencies assigned key emergency operations responsibilities will provide appropriate personnel for the SEOC.

4) Utility company representatives will be available at the SEOC in the event of a regional blackout or a nuclear generating plant incident.

5) Federal agencies that have responsibilities in the event of a disaster/emergency or nuclear generating plant event will be expected to provide representatives for, and/or maintain coordination with, the SEOC.

6) The appropriate state and federal agencies and responsible parties will be asked to provide a spokesperson for the Minnesota Joint Information Center. (The Minnesota JIC *work area* is located within the SEOC. Depending on the size of the incident, the JIC *media briefing room* will be situated in NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED.)

7) The SEOC personnel coordinate with county EOC personnel. Various types of communication devices available in the SEOC permit close coordination between the SEOC and county EOCs. All communication links are operational on a 24-hour-per-day basis.

8) In the event of a nuclear generating plant incident/accident, the SEOC will maintain direct communications with the affected plant and the county EOCs via dedicated telephone lines. Coordination between the state and the utility will occur at the SEOC. Coordination between local government and the utility will occur at the county EOCs. (See Annex B: Incident Management for more detailed incident management information.)

9) If it is necessary to relocate operations, state agencies and other responding officials will be advised, and the SEOC operations will be initiated/resumed at the alternate EOC location(s) outlined in Annex B.

c. Local Governments

1) General

a) Management of local government's response to a major emergency will take place from the local government ICP, EOC, or both. County government agencies that are assigned key emergency responsibilities will provide required personnel for their county's ICP or EOC. One or more state agencies may also be requested to provide a representative to the county ICP or EOC.

b) Local and county agencies use the National Incident Management System (NIMS).

c) The purpose of the county ICP or EOC is to ensure coordination:

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i. of county government response efforts

ii. with the involved state agencies (using a variety of communications systems)

iii. with any municipalities involved.

d. Nuclear Generating Plant Incidents/Accidents

1) During a nuclear generating plant incident/accident, representatives from state agencies that have critical roles to play in the response (e.g., State Patrol, Department of Transportation and HSEM) will report to the affected county EOCs if necessary.

2) These individuals will help coordinate the activities of state agency personnel who are in the field; and they will also coordinate with their counterpart local government EOC representatives.

3) The locations of the local government EOCs that may be activated in the event of a nuclear generating plant incident/accident are as follows:

Monticello Nuclear Generating Plant Area

Sherburne County:	NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED
Wright County/City of Monticello:	NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED

Prairie Island Nuclear Generating Plant Area

Dakota County:	NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED
Goodhue County/City of Red Wing:	NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED

e. Continuity Planning

1) The State of Minnesota must be prepared to sustain and restore government and government services in a timely and effective manner.

a) The Department of Public Safety shall:

i. Be the lead executive branch agency for continuity planning and program coordination.

ii. Designate a state continuity planning coordinator.

iii. Direct state government response during emergencies impacting state agencies or facilities.

2) Continuity of Government (COG)

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a) The Governor's Executive Order 15-14 Directing Implementation of the Minnesota Continuity of Government and Operations Plans mandates that all state agencies develop and maintain a and Continuity of Government (COG) and Continuity of Operations Plans.

b) Continuity of Government (COG) addresses the succession of governmental leadership and the survivability of state-level constitutional and democratic government, including providing for state essential functions, which are the overarching responsibilities of the leaders of the state during and following a crisis to ensure the well-being of the state.

c) Continuity of Government (COG) plans will include:

i. Orders of succession for government operations;

ii. Alternate facilities for the constitutional officers and senior leaders of the legislature and judiciary;

iii. Lines of communications for the constitutional officers and senior leaders of the legislature and judiciary;

iv. Continuation of state essential functions.

v. Review and update of current laws, orders, and policies related to continuity of government operations.

3) Continuity of Operations (COOP)

a) The Governor's Executive Order 15-14 Directing Implementation of the Minnesota Continuity of Government Plan mandates that all state agencies develop and maintain a and Continuity of Operations (COOP) plans.

b) Continuity of Operations (COOP) addresses the sustainment of critical priority services, which are the limited set of organization-level government functions that must be continued or resumed quickly after a disruption of normal activities.

c) COOP plans will address:

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i. Critical priority services

ii. Orders of succession

iii. Delegations of authority

iv. Alternate facilities

v. Continuity communications

vi. Essential records management

vii. Human resources considerations

viii. Plan training, exercising, and evaluation

ix. Reconstitution

x. Devolution

xi. Continuity requirements for third parties providing or supporting state essential functions and critical priority services.

d) During a major disaster/emergency, continuity of operations and government could be jeopardized. Areas of special concern include:

e) Succession of Command: The loss of key government officials, particularly the Governor, as a result of a catastrophic disaster/emergency could severely disrupt the ability of state government to effectively respond to that event. Consequently, the state constitution has established a line of succession for those key officials, and both Minnesota Statutes and the Governor's Executive Order grant these officials emergency authorities. The specific legal bases for disaster-related authorities and the line of succession for key government officials are contained in Annex B: Incident Management. All state agencies with emergency responsibilities will review their emergency plan, standard operating guidelines and succession information annually.

f) Continuity of Priority Services: It is crucial that agencies are prepared to continue their priority services while they are fulfilling their emergency response functions. If the major disaster/emergency causes an agency business interruption, the agency must have a documented, tested plan to continue services. *The Governor's Executive Order Directing Implementation of the Minnesota Continuity of Government Plan* and Continuity of Operations and Continuity of Government Standard require agencies to have a continuity of operations plan.

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i. The State Continuity Planning Coordinator shall work with the Continuity Policy Coordination Sub-Cabinet to coordinate state agency continuity planning. The State Continuity Planning Coordinator shall develop and manage the state COG plan and oversee agency COOP planning.

ii. Minnesota Management and Budget shall manage the state's critical priority service continuation program as it relates to the work force and emergency paid leave authorization during state agency office closures;

g) Availability of Critical Technology: MN.IT Services has the overall responsibility for the state's enterprise information technology continuity program. MN.IT will also plan for the continuation and recovery of the state's technology infrastructure and information services; and support and maintain a state continuity planning system, as designated by the sub-cabinet.

h) Preservation of Essential Records: State government must have a system for preserving records necessary to reconstitute government and conduct response/recovery efforts. Records related to the legislative, judicial and executive functions of the state must be preserved. Lastly, secure data storage must exist for essential records pertaining to private individuals. These records include: birth and death certificates, marriage licenses and divorce documents, property and land titles, tax statements and licenses. The specific legal delegation for the preservation of essential records is contained in Annex B: Incident Management. All state agencies with emergency responsibilities will annually review their designations of essential records for adequacy and ensure a system exists for their preservation.

f. Emergency Classification Levels for Nuclear Generating Plant Incidents/Accidents

1) The state of Minnesota and the affected local government's base the emergency procedures they follow in the event of a nuclear generating plant incident/accident on the Emergency Classification Level (ECL) Guidelines contained in NRC Endorsed NEI 99-001 Rev 4 "EAL Methodology". The utility companies that operate nuclear generating plants also use these guidelines. Events relating to ECLs are as follows:

a) Notification of Unusual Event (NUE): Unusual events are in progress or have occurred which indicate a potential degradation of the level of safety of the plant or indicate a security threat to facility protection. No releases requiring off-site response or monitoring are expected unless further degradation of safety systems occurs.

b) Alert: Events are in progress or have occurred which involve an actual or potential substantial degradation of the level of safety of the plant or a security event that involves probable life threatening risk to site personnel or damage to site equipment because of intentional malicious dedicated efforts of a hostile act. Any releases are expected to be limited to small fractions of the EPA Protective Action Guideline exposure levels.

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c) Site Area Emergency: Events are in progress or have occurred which involve actual or likely major failures of plant functions needed for protection of the public or security events that result in intentional damage or malicious acts; (1) towards site personnel or equipment that could lead to the likely failure of or: (2) prevent effective access to equipment needed for the protection of the public. Any releases are not expected to exceed EPA Protective Action Guideline exposure levels except near the site boundary.

d) General Emergency: Events are in progress or have occurred which involve actual or imminent substantial core degradation or melting with the potential for loss of containment or security events that result in an actual loss of physical control of the facility. Releases can reasonably be expected to exceed EPA Emergency Action Guideline exposure levels off-site for more than the immediate site area.

VIII. MILITARY SUPPORT

A. Requests for National Guard Assistance

1. National Guard assistance may be made available when an event occurs that is beyond the capability of local government. Assistance is requested as follows:

   a. The sheriff of an affected county or the mayor of an affected city of the first class must submit requests for the National Guard to the Minnesota Duty Officer (MDO).

   b. Requests by state agency officials for National Guard assistance must also be submitted to the MDO. In addition, such requests should, normally, be coordinated with the county sheriff.

   c. Requests by Indian Tribal Councils should be coordinated with the county sheriff, who will forward the request to the MDO.

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B. Federal Activation

1. In certain types of emergencies, it is possible that the federal government will activate the Minnesota National Guard and it will not be available for state assignment.

2. At the Governor's discretion, a state defense force could be assembled. HSEM would work with Minnesota's Adjutant General to coordinate missions.

IX. TRAINING, EXERCISES & DRILLS

A. Training

1. Department heads are responsible for ensuring that both new and current department personnel receive appropriate emergency management training. Requests for emergency management-related training will be coordinated with HSEM.

2. Minnesota Statutes Section 12.09 Subd.10 provides that:

   a. HSEM must maintain and administer an emergency management training curriculum. HSEM must make emergency management training courses in the curriculum available to state employees whose essential job duties involve emergency management.

   b. 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 maintained by HSEM. (Note: The agencies subject to this requirement are those included on the Verification of Plan Approval page in the Minnesota Emergency Operations Plan.) If an agency is not in compliance, or if all employees who have completed the curriculum leave the agency, the agency must immediately file a plan with HSEM identifying how and when the agency will be in compliance.

   c. On September 1, 2008, and January 15 of each subsequent year, the commissioner of public safety must report to legislative committees with jurisdiction over public safety issues on compliance with this section. The report must list state agencies that are in compliance with this section and must summarize compliance efforts for state agencies not yet in compliance.

3. At the local government level, requests for emergency management training will be coordinated through the county emergency management director.

4. See Appendix 1: Radiological Emergency Preparedness (REP) Training for specific training opportunities/courses that address a nuclear generating plant incident.

B. Exercises

1. Full-scale exercises (e.g., those involving both EOC activation and field activities by state and local personnel) will be conducted as required. Appropriate evaluation criteria and advance materials will be provided to federal evaluators. Scenarios will vary so that all major elements of the plans and preparedness organizations are evaluated regularly. An after action report will be scheduled at the conclusion of the exercise. At the state government level, HSEM will assume responsibility for ensuring that exercise deficiencies are corrected. At the local government level, the county board of commissioners and/or county emergency management director will have that responsibility.

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2. A full scale nuclear generating plant exercise, involving mobilization of state, local and nuclear generating plant personnel, will be conducted biennially for each nuclear generating plant or as required by federal government rules. Scenarios will vary from exercise to exercise, so that all major elements of the plans and preparedness organizations are tested within an eight-year period.

3. Ingestion exercise will be conducted every eight years to include mobilization and implementation of State/Tribal and local personnel and resources adequate to verify capability and response to a large radiological release requiring ingestion pathway protective actions beyond the 10 mile EPZ. OROs within the 50-mile EPZ that are not part of the full participation ingestion exercise with the State/Tribal will participate in an ingestion tabletop exercise or other ingestion pathway training activity at least once during the exercise cycle.

4. A corrective action plan will be developed for areas needing improvement including emergency plan procedural changes discovered during drills and exercises.

5. Exercise scenarios shall include/make provisions for:

    a. Basic objectives

    b. Date, time period, place and participating organizations

    c. Both real and simulated events

    d. The time schedule for all events

    e. A narrative summary that describes initial activities and, as needed, activities developing during the exercises

    f. Arrangements for qualified observers

    g. Communications between the nuclear facility, state and local EOCs, and field assessment teams

C. Drills

1. The following drills will be conducted during the timeframes delineated:

    a. The communication links between the SEOC and local governments located within each nuclear generating plant's plume exposure pathway shall be tested on a monthly basis. These communications drills shall also include the aspect of understanding the content of messages and confirming connectivity of communication systems.

    b. The communication links between each nuclear facility, state and local EOCs, and field assessment teams shall be tested annually.

    c. The communication links between federal emergency response organizations and states within each nuclear generating plant's ingestion pathway shall be tested quarterly.

    d. A medical emergency drill, involving a simulated contaminated individual shall be conducted annually.

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e. Plant environs and radiological monitoring drills shall be conducted annually.

f. Health physics drills shall be conducted semi-annually. The content of the plant environs and health physics drills shall be in accordance with federal government regulations.

g. The National Warning System shall be tested statewide once a month.

h. The statewide Emergency Alert System (EAS) shall be tested monthly.

X. INTERMEDIATE PHASE (for a Nuclear Generating Plant Incident)

A. The transition period between the initial response and recovery is the intermediate phase. Local, state, and federal agencies may evaluate long term health effects and socio-economic impacts due to the incident with the goal of ensuring public health and safety after life-saving missions have been completed but before recovery operations are planned and operational.

1. Some of the actions that may take place during the intermediate phase are:
   a. Temporary or permanent relocation of the public due to long term health hazards.

   b. Return of the public to areas that were evacuated but pose no health risks from the incident.

   c. Sampling and assessment of any hazardous materials that may have been released during the incident to ensure the restricted zone is effective.
   d.
   e. Re-entry into the restricted zone to restore critical services or protect infrastructure.

   f. Protection of the food and water supply beyond the restricted zone.

B. The Intermediate Phase Task Force may be convened based upon input from state agencies that have primary responsibility during an incident. This task force should be made up of local, state, and federal agencies that have primary responsibility with support agencies designated. Details for the Intermediate Phase Task Force used in response for incidents at nuclear generating plants may be found in Annex F.IV.G.

XI. LONG-TERM RECOVERY/HAZARD MITIGATION

A. Each disaster/emergency has a unique set of long-term recovery needs and mitigation opportunities. Various federal and state disaster mitigation assistance programs have different eligibility criteria, funding limits and delivery systems. To ensure that aid is provided in a coordinated and timely manner, the Minnesota Recovers Task Force (MNRTF) may be activated. This group consists of state and federal agencies that coordinate with local units of government. The MNRTF prioritizes funding allocations and prioritizes projects that will benefit communities by protecting them from the effects of natural and human caused disasters in the long term.

B. The purpose, membership and operation of the MNRTF is described in the Minnesota Disaster Recovery Assistance Framework.

C. The *Minnesota All-Hazard Mitigation Plan* is created and maintained by HSEM Hazard Mitigation staff. The Plan evaluates and ranks the major natural and human caused hazards affecting the state of Minnesota, as determined by risk analysis, utilizing frequency of events, economic impacts, deaths and injuries and property damages. Mitigation recommendations are based on; potential for saving lives, reducing injuries and property damages to the state and its' residents.

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Input from state agencies and past mitigation successes are utilized to prioritize mitigation actions for jurisdictions and state owned facilities/critical infrastructure most at risk.

D. The Minnesota All-Hazard Mitigation Plan was approved by FEMA on March 25, 2011 and is required to be updated and approved every three years in order for the state to be eligible to apply and receive Mitigation and Public Assistance Category C-G funding.

E. The plan includes references to federal and state hazard mitigation disaster (recovery) assistance grant programs, including the Hazard Mitigation Grant Program (HMGP), Pre-Disaster Mitigation Program, Repetitive Flood Claims program, Flood Mitigation Assistance and Severe Repetitive Loss grant programs. These grant programs are typically 75% federally funded, and 25% local share. However, in times of disaster to aid in rapid recovery, additional state funds may be allocated to cover the local match.

F. In both the pre-and post-disaster mitigation environment, the HMGP Administrative Plan is required for implementing the Section 404 Hazard Mitigation Grant Program. The document describes the organization, staffing, and procedures the State of Minnesota will use before, during and after disaster declarations. This manual is updated to reflect changes in policy, lessons learned administering the plan and procedures, post disaster after action reports, and input from the Minnesota Recovers Task Force.

G. Coordination between the Minnesota Recovers Task Force and the Emergency Response Preparedness Committee is integral to coordinated preparedness, response, recovery, and mitigation planning and on the ground activities.

XII. PLAN MAINTENANCE AND DISTRIBUTION

A. The director of HSEM has the overall authority and responsibility for maintenance of this plan. The plan is reviewed/revised annually, as required and in accordance with federal regulations. Agencies identified in this document re-evaluate their responsibilities, in light of the changing world situation, technology, etc. and provide updated information about their emergency responsibilities to HSEM, so that plan revisions can be developed. Changes to the plan are also made to address deficiencies identified in reviews, drills and exercises. Emergency telephone numbers are reviewed and updated quarterly. State departments and agencies are responsible for developing and reviewing/revising, at least annually, whatever standard operating procedures/guidelines and checklists they may need to carry out their responsibilities. This includes continuity of operations/business plans. State agency Emergency Preparedness Response Contact/Coordinators (EPRC/Cs) will certify that this plan has been reviewed and is accurate. Following major revisions, plan upgrades or a change of Governor, the Governor and state agency commissioners will provide signatory approval.

B. Chapter 13 of Minnesota Statutes governs the classification of data created and/or assembled by State employees. Chapter 13 Statute section 13.37 - General nonpublic data provides protection for the Minnesota Emergency Operations plans under subdivision 1, section a. As a result, the following policy applies to its distribution. Paper and/or CD copies of the most current version, with approved changes, of this plan will be distributed to all organizations and appropriate individuals with responsibilities for implementation of the plan, to include:

1. All state agencies having assignments in the plan.

2. Affected federal and local agencies.

3. Affected contiguous states.

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4. Other affected agencies and organizations.

5. Interested agencies and organizations able to demonstrate a need for the information.

6. The Minnesota Legislative Reference Library. A copy of the official MEOP is available upon request from HSEM.

7. Additional copies of the MEOP will be distributed, as necessary, in accordance with state law. HSEM maintains a distribution list for the plan.

C. Two versions of the MEOP have been created for distribution. There is a restricted version, and the official version.

1. The restricted version contains information that is considered to be not public data in accordance with the Minnesota Data Practice Act. National Institute of Standards approved encryption is required to transmit the restricted version through a network. Third party email services are not appropriate for transmitting the restricted version and third party storage services are not appropriate for storing the restricted version. Only authorized agencies and persons will receive the restricted version for emergency planning and preparedness purposes.

2. The official version is for general preparedness and planning use. The information that is considered to be not public data has been removed. The official version can be distributed unencrypted to emergency preparedness personnel.

3. Both versions of this plan are not intended for open general public distribution.

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Course Type and Description

State and local organizations are required to establish and maintain a training program and offer the training on an initial and annual basis to emergency responders in many categories. Where mutual aid agreements exist between local agencies, e.g., fire, police and rescue, training is available to all departments that are members of the mutual aid pact.

Following are the categories for qualifying personnel established by NUREG-0654, FEMA REP-1, Rev. 1 who are responsible for implementing radiological emergency plans. Qualifying personnel are trained according to their response position or responsibilities.

1. Directors or coordinators of response organizations
2. Personnel responsible for planning and assessment
3. Radiological monitoring teams and radiological analysis personnel
4. Police, security and fire-fighting personnel
5. First aid and rescue personnel
6. Local support services personnel, including emergency management personnel (REP-TR-1, REP-TR-6)
7. Medical support personnel
8. Personnel responsible for transmission of emergency information
9. Radiological Laboratory personnel and instructors

Minnesota establishes the scope and nature of REP training offered by HSEM in the following matrix. Training may vary, depending on specific needs. (Specialized courses can be arranged, as the need arises.)

Lesson Plan Number	Title of Lesson Plan	Basic Elements of the Training
REP-TR-1	EOCs (SEOC and County EOCs)	Basic radiological fundamentals; overview of REP program, including program requirements; overview of nuclear generating plant emergencies (ECLs), emergency plans, protective action process; review of EOC staff positions' standard operating guidelines and responsibilities; review EOC facility set-up, layout and equipment.
REP-TR-2	Planning and Assessment	Radiological fundamentals, overview of REP program, overview of nuclear generating plant emergencies (ECLs), review of emergency plans, Protective Action Process, review of staff position responsibilities and guidelines (SOGs), lessons learned.
REP-TR-3	Field Monitoring Team	Radiological fundamentals; overview of REP program and nuclear generating plant emergencies; review standard operating guidelines, including personal protection, instrument operation, communications, monitoring and sampling. This training includes classroom and hands on practical training.

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REP-TR-4	Field Team Command Van	Review operation of command van, team responsibilities, sample and survey strategies.
REP-TR-5	Evacuation of Schools	Review state, local, school and bus company emergency response plans; basic radiological fundamentals and emergency responsibilities.
REP-TR-6	Monitoring and Decontamination	Radiological fundamentals; overview of REP program and nuclear generating plant emergencies; review of SOGs and techniques used for monitoring and decontaminating people, vehicles and equipment. Includes dealing with evacuees and emergency workers and the set-up and process for each facility.
REP-TR-7	Radiological Emergency Medical Support	Training for primary and backup hospitals and transportation providers. Radiological fundamentals, overview of REP program and nuclear generating plant emergencies, review of protocols and procedures for handling contaminated injured patients. Includes treatment area setup and hands on training.
REP-TR-8	Public Information	Basic principles and procedures for dissemination of public information, during a nuclear generating plant emergency.
REP-TR-9	Ingestion Pathway Sampling Field Team	Radiological fundamentals; overview of REP program and nuclear generating plant operations and emergencies lessons learned; procedure review including personal protection, instrument operation, communications, monitoring and sampling. Includes classroom and hands on practical training.
REP-TR-10	DNR and Agriculture Emergency Coordinating Center	Radiological fundamentals; overview of REP program and nuclear generating plant emergencies (ECLs); review staff responsibilities, SOPs, facility set-up, communications, lessons learned.
REP-TR-11	Duty Officer	Radiological fundamentals; overview of REP program; review emergency classification levels, notification procedures, EAS message broadcast and siren activation.
REP-TR-12	Laboratory	Radiological fundamentals; overview of REP program; review emergency classification levels, instrument operation, basic contamination control, SOPs, facility setup. Includes hands on training.
REP-TR-13	Law Enforcement, Mn/DOT and Metro Transit	Radiological fundamentals, overview of REP program, nuclear generating plant emergencies and responder responsibilities.
REP-TR-14	Media	Radiological fundamentals, overview of REP program and nuclear generating plant emergencies, procedures for dissemination of public information during a nuclear generating plant emergency, county response, Wisconsin response, Minnesota state response.
REP-TR-15	Dispatcher	Radiological fundamentals; overview of REP program, review emergency classification levels, notification procedures and dispatcher protocols/SOGs.
REP-TR-16	History and Overview of the REP Program - Online Module	This online training module introduces the Radiological Emergency Preparedness (REP) Program, the section of Minnesota State Statute Chapter 12 dealing with radiological emergencies and many of the functional aspects of the REP program in Minnesota.

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REP-TR-17	Emergency Classification Levels for Emergency Responders – Online Module	This online training module introduces the 4 Emergency Classification Levels and the actions taken by the State and Counties at each level.
REP-TR-18	Emergency Classification Levels for EOC Staff – Online Module	This online training module introduces the 4 Emergency Classification Levels and the actions taken by the State and Counties at each level.
REP-TR-19	Basics of Nuclear Power – Online Module	This online training module introduces the importance of nuclear power nationally, the 2 types of nuclear power plants, how they operate and the 3 barriers that prevent the release of radiation to the environment.
REP-TR-20	Basics of Radiation for Emergency Responders – Online Module	This online training module introduces radiation basics including the different types of radiation and their characteristics, contamination versus exposure, units of measurement, natural and commercial sources of radiological exposure, typical radiation exposure levels, biological effects of radiation and the risk involved, methods of prevention and detection, and emergency worker exposure limits.
REP-TR-21	Basics of Radiation for EOC Staff – Online Module	This online training module introduces radiation basics including the different types of radiation and their characteristics, contamination versus exposure, units of measurement, natural and commercial sources of radiological exposure, typical radiation exposure levels, biological effects of radiation and the risk involved, methods of prevention and detection, and emergency worker exposure limits.

Note: “radiological fundamentals” include radiation right-to-know.

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Practice Drills

Supervised instruction directed at testing, developing and maintaining skills in a particular operation. A drill shall be supervised and evaluated by a qualified exercise evaluator. Each organization shall conduct drills, in addition to the biennial exercise.

Federally Evaluated Exercise

An emergency preparedness exercise that includes mobilization of state and local personnel and adequate resources to respond to an accident scenario will be demonstrated. The scenario varies from exercise-to-exercise under various weather conditions and is conducted in accordance with NRC and FEMA protocols.

Note: All responders should participate in a practical "hands on" training session, practice drill and/or evaluated exercise annually. HSEM encourages all responders, including volunteers, to take advantage of and participate in all available training opportunities.

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Following is a listing of Implementing and Supplemental Procedures for the *Minnesota Emergency Operations Plan* (MEOP):

Section of MEOP	**Supporting Documents**
Annex A: Notification and Warning	• Minnesota Duty Officer Procedures • Minnesota National Guard State Active Duty Plan (OP Plan Prairie Island, OP Plan Monticello) • HSEM Standard Operating Guidelines • Minnesota EAS Statewide Plan
Annex B: Incident Management	• HSEM Standard Operating Guidelines • Minnesota Duty Officer Procedures • Minnesota Disaster Management Handbook
Annex C: Public Information	• Minnesota Duty Officer Procedures • HSEM Standard Operating Guidelines • Joint Information Center Procedures • Minnesota Department of Health All-Hazards Response and Recovery Plan • Minnesota Department of Health Pandemic Influenza Support Annex • Minnesota Disaster Management Handbook
Annex D: Accident/Damage Assessment	• State Field Team Standard Operating Guidelines • HSEM Standard Operating Guidelines • Minnesota Disaster Management Handbook • Various publications prepared and provided by the Federal Emergency Management Agency (FEMA) • Minnesota Administrative Plan and Procedures for the Public Assistance (Infrastructure) Program, including Fire Management Assistance Grant Program Attachment B: Declaration Process • Hazard Mitigation Grant Program - HSEM Administrative Plan and Procedures • Individual and Households Program Administrative Plan • Minnesota Department of Health Pandemic Influenza Support Annex • Minnesota Department of Health All-Hazards Response and Recovery Plan • Minnesota Disaster Recovery Assistance Framework
Annex E: Search and Rescue	• Minnesota Duty Officer Procedures
Annex F: Health and Safety Protection	• HSEM Standard Operating Guidelines • State Field Team Standard Operating Guidelines • Minnesota Department of Health All-Hazards Response and Recovery Plan • Minnesota Department of Health Pandemic Influenza Support Annex • Minnesota Disaster Recover Assistance Framework

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Annex G: Medical Services	• Delegation of Authority to Request the Strategic National Stockpile • MN Department of Health Emergency Procedures for Nuclear Generating Plant Incidents • Minnesota Pandemic Influenza Control and Prevention Guidelines • Minnesota Department of Health All-Hazards Response and Recovery Plan • Minnesota Department of Health Pandemic Influenza Support Annex
Annex H: Fire Protection	• Federal-State Agreement for Fire Management Assistance Grants Program • Mutual Aid Agreements • Minnesota Statutes, Chapter 88.01-88.28 • 2000 Northeastern Minnesota Public Safety & Evacuation Supplement • State Administration Plan Attachment G: Fire Management Assistance Grant
Annex I: Evacuation/Traffic Control/Security	• HSEM Standard Operating Guidelines • Mn/DOT Emergency Response Plan • State Patrol and Mn/DOT Emergency Procedures for Generating Plant Emergencies
Annex J: Mass Care, Housing, and Human Services	• Department of Human Services Procedures for Nuclear Generating Plant Emergencies • Procedures for Red Cross Operation of Nuclear Generating Plant Response • Memorandum of Understanding between the American Red Cross and the State of Minnesota • Memoranda of Understanding/Letters of Agreement on file with HSEM • Minnesota Department of Health All-Hazards Response and Recovery Plan • Minnesota Department of Health Pandemic Influenza Support Annex • Minnesota Disaster Recovery Assistance Framework
Annex K: Debris Management	• State of Minnesota Administrative Plan and Procedures for the Public Assistance (Infrastructure) Program, including Fire Management Assistance Grants Program, Attachment F- Debris Removal • Minnesota Disaster Recovery Assistance Framework

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Annex L: Public Works/Utilities Restoration	• MN.IT Services Standard Operating Procedures for Network Telecommunications • Minnesota Disaster Recovery Assistance Framework
Annex M: Environmental Hazard Response	• HSEM Standard Operating Procedures/Guidelines • Minnesota Duty Officer Procedures • State Field Team Standard Operating Guidelines • Department of Agriculture Standard Operating Procedures for Nuclear Generating Plant Emergencies • Department of Natural Resources Standard Operating Procedures for Nuclear Generating Plant Emergencies • Minnesota Department of Health All-Hazards Response and Recovery Plan
Annex N: Resource Managem ent	• HSEM Standard Operating Guidelines • Minnesota Duty Officer Procedures • Department of Administration Emergency Preparedness Resources • MN Department of Health Procedures for Responding to Food-borne Disease Outbreaks in Food Service Establishments • Minnesota Department of Health All-Hazards Response and Recovery Plan • Minnesota Department of Health Pandemic Influenza Support Annex

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The following Letters of Agreement and Memoranda of Understanding include concept of operations, emergency measures to be provided and specify arrangements for exchange of information. They are on file with the Division of Homeland Security and Emergency Management:

Letters of Agreement:

REP

1990	LOA201	HSEM and US Army Corps of Engineers
2001	LOA202	HSEM and City of Maple Grove Fire Department
2002	LOA203	HSEM and City of Plymouth Fire Department
2002	LOA204	HSEM and US Nuclear Regulatory Commission
2004	LOA205	HSEM and MN Department of Education, Red Wing School District and Hastings School District
2004	LOA206	HSEM and MN Department of Education, Princeton School District and Big Lake School District
2004	LOA207	HSEM and MN Department of Education, Maple Lake School District and Dassel-Cokato School District
2005	LOA208	HSEM and MN Department of Education, Buffalo School District and Rockford School District
2005	LOA209	HSEM and MN Department of Education, Becker School District and Elk River School District
2005	LOA210	HSEM and MN Department of Education, Monticello School District and Osseo School District
2005	LOA211	HSEM and MN Department of Education, Wright Technical Center and Rockford School District
2005	LOA212	HSEM, MN Department of Human Services, Mille Lacs County and City of Princeton
2012	LOA213	HSEM, North Memorial Medical Center
2012	LOA214	HSEM and Princeton Fairview Northland Regional Hospital
2006	LOA215	HSEM, MN Department of Human Services, City of Cottage Grove and Washington County
2006	LOA216	HSEM, MN Department of Human Services and Hennepin County
2006	LOA217	HSEM and the Prairie Island Indian Community
2012	LOA218	HSEM and Region's Hospital
2010	LOA219	HSEM and State of Wisconsin
2010	LOA220	HSEM and MN Department of Human Services
2011	LOA221	HSEM and Northern State Power Company – Minnesota
2012	LOA222	HSEM and City of Cottage Grove
2012	LOA223	HSEM and North Memorial Ambulance Service
2012	LOA224	HSEM and Wabasha St. Elizabeth's Medical Center
2012	LOA225	HSEM and Wabasha Ambulance Service
2013	LOA226	HSEM and Cannon Falls Fire Department
2013	LOA227	HSEM and Rockford Fire Department
2013	LOA228	HSEM and Zimmerman Fire Department
2014	LOA229	HSEM and Hastings Fire Department
2014	LOA230	HSEM and Red Wing Fire Department

REP – Non-HSEM

2002		MN Department of Public Safety and MN Department of Military Affairs

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2003		MN Department of Human Services and Robbinsdale Amateur Radio Club
2004		MN Department of Human Services and Cottage Grove Armory
2004		MN Department of Human Services and Cottage Grove Public Works Department
2005		Hennepin County and Vision of Elk River Inc. Bus Company
2014		MN Department of Human Services and Salvation Army, Northern Division
2008		MN Department of Human Services and All Saints Lutheran Church
2008		MN Department of Human Services and Washington County ARES/RACES
2013		American Red Cross/Northern Minnesota Region and Southern Minnesota Region
2010		Northern States Power Company – Minnesota and Canadian Pacific Railway
2010		Northern States Power Company – Minnesota and U.S. Department of Energy
2010		Northern States Power Company – Minnesota and ATI Environmental Inc., Midwest Laboratory
2010		Northern States Power Company – Minnesota and Fairview Red Wing Medical Center
2010		Northern States Power Company – Minnesota and Goodhue County
2010		Northern States Power Company, North Memorial Medical Center and North Memorial Ambulance Service
2010		Northern States Power Company – Minnesota and Pooled Equipment Inventory Company
2010		Northern States Power Company – Minnesota and Sacred Heart Hospital
2010		Northern States Power Company – Minnesota and State of Wisconsin
2010		Northern States Power Company – Minnesota and Westinghouse Electric Company Nuclear Services
2010		MN Department of Education, Red Wing Public School District and Hastings Public School District
2010		Prairie Island Nuclear Generating Plant and Fairview Red Wing Hospital
2010		Prairie Island Nuclear Generating Plant and Sacred Heart Hospital
2010		Prairie Island Nuclear Generating Plant and Canadian Pacific Railway
2010		Prairie Island Nuclear Generating Plant and Westinghouse Electric Company
2010		Prairie Island Nuclear Generating Plant, Monticello Nuclear Generating Plant and Department of Energy – Radiation Emergency Assistance Center/Training Site
2010		Prairie Island Nuclear Generating Plant, Monticello Nuclear Generating Plant and Environmental, Inc. Midwest Laboratory
2010		Prairie Island Nuclear Generating Plant and State of Wisconsin
2010		Prairie Island Nuclear Generating Plant and Westinghouse Electric Company
2010		Prairie Island Nuclear Generating Plant, Monticello Nuclear Generating Plant and North Memorial Health Care
2010		Prairie Island Nuclear Generating Plant and Goodhue County Emergency Management
2010		Prairie Island Nuclear Generating Plant and Pooled Inventory Management
2011		Northern States Power Company – Minnesota, City of Monticello and Monticello Fire Department
2011		Northern States Power Company – Minnesota, City of Red Wing, City of Red Wing Emergency Management, City of Red Wing Police Department and City of Red Wing Fire Department
2011		Northern States Power Company – Minnesota and Dakota County
2011		Northern States Power Company – Minnesota and GE Hitachi Nuclear Energy
2011		Northern States Power Company – Minnesota and Institute of Nuclear Power Operations
2011		Northern States Power Company – Minnesota and New River Medical Center
2011		Northern States Power Company – Minnesota and Pierce County, Wisconsin

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2011		Northern States Power Company – Minnesota and Prairie Island Indian Community
2011		Northern States Power Company – Minnesota and Regions Hospital
2011		Northern States Power Company – Minnesota and Sherburne County
2011		Northern States Power Company – Minnesota and Wright County
2011		Prairie Island Nuclear Generating Plant and Pierce County Emergency Management
2011		Monticello Nuclear Generating Plant and Wright County
2011		Prairie Island Nuclear Generating Plant and Prairie Island Indian Community
2011		Monticello Nuclear Generating Plant and General Electric
2011		Prairie Island Nuclear Generating Plant and City of Red Wing
2011		Monticello Nuclear Generating Plant and Sherburne County Emergency Services
2011		Prairie Island Nuclear Generating Plant and Dakota County Emergency Services
2011		Monticello Nuclear Generating Plant and City of Monticello
2011		Prairie Island Nuclear Generating Plant, Monticello Nuclear Generating Plant and Regions Hospital
2011		Monticello Nuclear Generating Plant and New River Medical Center
2011		Prairie Island Nuclear Generating Plant, Monticello Nuclear Generating Plant and Institute of Nuclear Power Operations

All Hazards

1995	LOA101	HSEM and WCCO-AM
2001	LOA102	HSEM, US Department of Commerce
2002	LOA103	HSEM and MN Voluntary Organizations Active in Disaster
2004	LOA105	HSEM and Red Lake County
2012	LOA106	HSEM and City of New Brighton
2005	LOA107	HSEM and Chippewa County
2006	LOA108	HSEM and Norman County
2006	LOA109	HSEM, MN Pollution Control Agency and U.S. Environmental Protection Agency
2008	LOA110	HSEM and American Red Cross
2008	LOA111	HSEM and Federal Department of Homeland Security
2010	LOA113	HSEM and Civil Air Patrol
2011	LOA114	HSEM and Metropolitan Emergency Services Board

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I. TERRORIST EVENT OR THREAT INVOLVING CHEMICAL, BIOLOGICAL, RADIOLOGICAL, NUCLEAR OR EXPLOSIVE, MATERIALS (CBRNE)

A. Background

1. In the United States, most terrorist incidents involve small extremist groups who use terrorism to achieve a designated objective. Local, state and federal law enforcement officials monitor suspected terrorist groups to prevent or protect against a suspected attack.

2. Terrorist events involving chemical, biological, radiological, incendiary and explosive devices are described by different organizations, using various terms such as COBRA, CBRNE and NBC. This document will use the inclusive single-term "Weapons of Mass Destruction" (WMD).

3. A terrorist attack can take several forms, depending upon the technology available to the terrorist, the nature of the political issue motivating the attack and the points of weakness of the terrorist's target. Bombings are the most frequently used terrorist method in the United States. Other possibilities include: an attack at transportation facilities, an attack against utilities or their public services or an incident involving chemical, biological, radiological or incendiary (WMD) devices.

B. Overview

1. Relative to federal roles in preventing and responding to potential or actual terrorist incidents, Presidential Decision Directive (PDD-39) and Homeland Security Presidential Directives (HSPD) 5 and 8 are the primary documents that organize the roles of federal agencies. It designates the Federal Bureau of Investigation (FBI) as the lead agency in crisis management to prevent and/or respond to a potential or actual terrorist incident. According to these directives, the Federal Emergency Management Agency (FEMA) is responsible for the consequence management aspect of any incident.

2. The initial notification of a CBRNE terrorist incident or threat will be made to the Minnesota Duty Officer (MDO). If that notification includes a request for assistance, the MDO will forward the request to HSEM management who, with assistance from other agencies and local officials, will assess the potential that a weapon of mass destruction is involved. If there is an actual release or it is determined that a credible threat exists, the need for staging, pre-deployment, public information and non-public information will be determined.

3. The National Incident Management System (NIMS) will be utilized when responding to terrorist incidents involving a WMD device in accordance with HSPD-5. The methods of the response will be device dependent and not the same for all classifications. As a result, the device used will determine the lead agency for the incident. Other agencies activated to deal with the event will be dependent on the agent used and the location of the event.

4. For this type of disaster/emergency that occurs in or impacts Minnesota, when state and local resources are exhausted or a response beyond our capabilities is required, the Governor, Governor's Authorized Representative or State Incident Manager will request federal resource assistance through the Homeland Security Operation Center.

5. Pertaining to nuclear generating plants, as defined by the NRC, a hostile action based (HAB) incident is "an act toward a NPP or its personnel that includes the use of violent force to destroy equipment, take hostages, and/or intimidate the licensee to achieve an end. This includes attack by air, land, or water using guns, explosives, projectiles, vehicles, or other devices used to deliver destructive force."

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6. Off-site response organizations (OROs) and nuclear generating plants work together to ensure that emergency plans are coordinated/communicated and updated as needed to provide prompt access to the nuclear plant site for in-bound first responders. Licensee agreements with OROs reference the arrangements for access to the nuclear plant site. In addition, ORO plans include provisions to ensure that inbound response resources do not become an impediment to evacuation and vice versa.

MINNESOTA Fusion Center

The Minnesota Fusion Center is a Department of Public Safety Bureau of Criminal Apprehension partnership between law enforcement agencies, government agencies and critical infrastructures in Minnesota. It develops and disseminates meaningful information products and training, focusing on counterterrorism and other criminal activities within and affecting Minnesota.

Critical Infrastructure and Key Resources (CI/KR)

The mission of the Critical Infrastructure/Key Resources (CI/KR) program is to strengthen Minnesota's resilience from terrorism and natural hazards through prevention and preparedness efforts. To accomplish this, the CI/KR program staff will identify, prioritize, and assess the vulnerabilities of critical infrastructure in Minnesota and develop effective strategies for strengthening sector security. The CI/KR program works to improve protection through education, partnerships, site evaluations, and the identification of weaknesses to strengthen Minnesota's resiliency. The CI/KR program works with the federal government and site owners to identify funding opportunities to strengthen those sectors, making recommendations, and managing those efforts.
During emergency operations the CI/KR program staff are part of the planning section in the SEOC. The CI/KR program staff provides information around vulnerabilities to CI/KR and strategies for protecting critical infrastructure. The CI/KR program staff will help develop mapping information, and work with local, state and federal partners to help restore resiliency and identify risks within Minnesota.

Energy Supply Emergency

The Minnesota Department of Commerce maintains an Energy Assurance Plan, which includes short-term energy emergency response measures and long-term energy assurance planning and prevention guidelines. The Energy Assurance Plan incorporates the Emergency Energy Shortage and Allocation Plan and the Petroleum Set-Aside Plan, which provide strategies and staged conservation measures and criteria for allocation of fuels to petroleum users in the event of long-term petroleum supply emergencies.
During short- and medium-term natural gas, petroleum and electricity shortages, the Energy Assurance Plan requires the Department of Commerce to serve primarily as a conduit of reliable information between private sector partners and the State of Minnesota, since most authority and responsibility is placed on private sector energy providers for continued service during short- and medium-term energy emergencies.

School Safety Center

The mission of the School Safety Center is to serve as an essential school safety resource to schools, law enforcement and community partners providing information, guidance, training and technical assistance to prevent, prepare, mitigate, respond and recover with a current focus on school violence. It coordinates its activities with federal, state and local partners.

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I. PURPOSE

The purpose of this annex is to provide an overview of the responsibilities that have been assigned and the systems that have been established to ensure that key officials are notified, and the public is warned, of any disaster/emergency.

II. OFFICIALS/AGENCIES RESPONSIBLE FOR NOTIFICATION AND WARNING

A. Federal Government: The federal government is responsible for disseminating notifications and warnings of national security events and other disasters to federal military and civilian authorities, to affected states and, in some instances, to the public.

1. Federal Emergency Management Agency (FEMA) is responsible for ensuring the operational capability of the National Warning System (NAWAS) on a 24-hour basis at the national, regional and state levels, so that warnings of a national security nature are disseminated to all NAWAS points. This system is also used in support of natural or technological incidents at the state level, as described in II.A.2. below. See Chart B for locations of the NAWAS Warning Points throughout the state.

2. National Oceanic and Atmospheric Administration (NOAA) National Weather Service:

a. All National Weather Service Offices located in Minnesota (see Chart A: National Weather Service Warning and Forecast Areas) and the Grand Forks, North Dakota; Sioux Falls and Aberdeen, South Dakota; and LaCrosse, Wisconsin Forecast Offices are responsible for:

1) Disseminating (via NAWAS, the National Weather Service Weather Wire and the NOAA Weather Radio - All Hazards) all weather *watches* issued by the Storm Prediction Center in Norman Oklahoma.

2) Disseminating (via NAWAS, National Weather Service Weather Wire and NOAA Weather Radio - All Hazards) all weather *warnings* affecting its area of responsibility within the State of Minnesota.

3) Serving as a backup for disseminating information relative to protective actions to be taken by the public, due to the following events:

a) Emergency information concerning an incident at the Monticello or Prairie Island Nuclear Generating plants.
b) Release of toxic substance or radioactive material that requires immediate evacuation.
c) Possible detonation of explosive immediate material that requires evacuation.

4) Broadcasting, via NOAA Weather Radio - All Hazards, all weather *watches* disseminated by the NWSFO.

5) Disseminating, via NAWAS and NOAA Weather Radio - All Hazards, all weather *warnings* that they have issued.

b. The Chanhassen National Weather Service Forecast Office is responsible for:

1) Serving as a backup for disseminating information relative to protective actions to be taken by the public, due to an incident at the Monticello or Prairie Island

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Nuclear Generating Plant which may affect land areas within the state of Minnesota and which would require protective action on the part of the public.

3. Other Federal Agencies: Other federal agencies may be requested to provide support in the dissemination of warnings, based upon the parameters of the incident.

B. Public/Private Information:

1. Multi-State Information Sharing and Analysis Center (MS-ISAC): The MS-ISAC is a voluntary and collaborative organization with participation from all 50 states and the District of Columbia. The mission of the MS-ISAC, consistent with the objectives of the National Strategy to Secure Cyberspace, is to provide a common mechanism for raising the level of cyber security readiness and response in each state and with local governments. The MS-ISAC provides a central resource for gathering information on cyber threats to critical infrastructure from the states and providing two-way sharing of information between and among the states and with local government. The MS-ISAC provides notices to members of cyber security threats. MN.IT Services is a member of the MS-ISAC.

2. InfraGard: InfraGard is an information sharing and analysis effort serving the interests and combining the knowledge base of a wide range of members. At its most basic level, InfraGard is a partnership between the Federal Bureau of Investigation and the private sector. InfraGard is an association of businesses, academic institutions, state and local law enforcement agencies, and other participants dedicated to sharing information and intelligence to prevent hostile acts against the United States. InfraGard provides notices to members of cyber security threats. MN.IT Services and other state agencies are members of Infragard.

C. State Government: The State of Minnesota is responsible for disseminating notifications and warnings of disasters/emergencies to all counties and, in some instances, to the general public. As noted in II.D. County Governments and II.E, Municipal Governments, local governments are generally responsible for providing warnings to the public.

	Responsibility Summary
Agency	**Responsibility**
DNR	**S:** Outdoor warning to recreationalists in state parks, trails and forests, at high-hazard dams, waterways and campgrounds.
DPS	**P:** Maintain emergency notification and warning system, and implement as needed. Coordinate Public Alert and Notification System (PANS) activation during a nuclear generating plant incident. **S:** Outdoor notification (via helicopter) to recreationalists in pre-determined areas in the event of a nuclear generating plant incident.
MDH	**P[1]:** Identification of public health threats that require immediate notification of necessary protective actions for exposed or at-risk populations. **S:** Identification of public health threats that require immediate notification of necessary protective actions for exposed or at-risk populations.
MDA BAH MN.IT	**S:** Coordinate the development of fact sheets, talking points and other vehicles for information dissemination, in a food and agricultural emergency. **P[2]:** Coordinate the development of fact sheets, talking points and other vehicles for information dissemination, in an animal disease emergency. **P[3]:** Identification and dissemination of information regarding cyber security threats and incidents against state agencies.

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Agency	Responsibility Summary Responsibility
Metropolitan Council/Metro Transit	**S:** Notify North Star Rail commuters of any notifications and warnings.

P = Primary **C** = Coordination **S** = Support

Definitions of the numbered footnotes to the code letters:

[1] Technical responsibility during a pandemic influenza outbreak.

[2] Technical responsibility during a Highly Pathogenic Avian Influenza (HPAI) outbreak.

[3] Technical responsibility during cyber security events.

Department of Natural Resources (DNR). DNR will assist with warning recreationists of impending disaster in state parks trails and forests, waterways and campgrounds and at high-hazard dams, which are under DNR Parks and Trails, and DNR Fish and Wildlife ownership or management. *In the event of a nuclear generating plant incident*, DNR has primary responsibility for warnings in state parks, waterways, trails, campgrounds and day-use areas in the affected areas.

1. Department of Public Safety (DPS).

   a. Homeland Security and Emergency Management (HSEM). HSEM has the general responsibility for ensuring that an adequate system exists for notifying key state and local government officials and for warning the general public of disasters/potential disasters. In the event of a *nuclear generating plant incident*, the Planning Chief will coordinate a recommendation to activate the Public Alerting and Notification System with the State Incident Manager. (See IV. Public Alerting and Notification System [PANS] for information more specific to a nuclear incident.)

   b. Bureau of Criminal Apprehension (BCA). BCA is responsible for:

      1) Maintaining the 24-hour Minnesota Duty Officer (MDO) system. The MDO is primarily responsible for ensuring the proper receipt, verification and dissemination of disaster/emergency notifications to appropriate local, state and federal government officials. Agencies/organizations notified by the MDO have established procedures for alerting, notifying and mobilizing their emergency response resources. These procedures provide for the taking of pre-determined emergency actions. A *nuclear generating plant incident* requires the following actions by the MDO:

         NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED

      2) Monitoring the state portion of the National Warning System (NAWAS) and coordinating any actions determined to be necessary to maintain service or extend coverage within the state.

      3) The MDO has an EAS encoder/decoder for originating EAS messages, when authorized by appropriate authorities.

      4) Test EAS quarterly to ensure the effectiveness of the activation procedures. The Chanhassen National Weather Service Forecast Office acts as a backup, in the event the MDO is unable to activate the EAS.

      5) Minnesota Fusion Center is the lead state agency for major crimes investigations.

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c. State Patrol Division.

1) Operating and maintaining the State Warning Point (SWP). The State Patrol Communications Center located in Roseville serves as the SWP. The State Patrol Communications Center located in Rochester serves as the alternate SWP. The SWP operates on a 24-hour basis and is responsible for:

m) The proper receipt of all national, regional and state warnings/tests transmitted over the NAWAS.

n) Exercising "net control" over the Minnesota NAWAS net. The NAWAS net includes the SWP, ASWP, six National Weather offices and four NAWAS extensions in Minnesota.

2) Disseminating NWS warnings, primarily through the ARMER radio system to the affected county warning points.

3) In the event of a serious accident/incident involving the transportation of high-level radioactive waste, State Patrol communications systems may be used to relay information to local law enforcement officials.

2. Department of Health (MDH). MDH is responsible for identification of health-related risks that require timely notification of exposed or other at-risk populations regarding their at-risk status and recommended measures for self-protection. Additionally, MDH is responsible for developing appropriate messages to convey this information to at-risk populations, and ensuring that appropriate vehicles are used to convey the information. Risks addressed may include exposure to chemical, biological (infectious diseases or toxins), or radiological agents.

3. Department of Agriculture (MDA). MDA, in coordination with partnering agencies will develop fact sheets, talking points and other vehicles for information dissemination, in an a food and agriculture emergency.

4. Board of Animal Health (BAH). BAH, in conjunction with MDA and DNR is responsible for the identification of health-risks that require timely notification to hunters, wildlife enthusiasts, the poultry industry, the health care community and the general public for HPAI outbreak.

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5. MN.IT Services. MN.IT, through the office of the Chief Information Security Officer, provides information regarding cyber security threats and incidents to state agencies and local law enforcement through identified communication channels.

6. Metropolitan Council-Metro Transit. Metro Transit will notify North Star Rail Commuters of any notifications and warnings.

D. County Governments: Counties are responsible for disseminating notifications and warnings to the municipalities and the rural residents within their geographic boundaries, including special-needs populations in the affected areas.

1. Each county has a designated county warning point. They are located in either the county sheriff's office or in a designated dispatch center and are staffed 24 hours per day.

2. The county warning points have the responsibility to initiate the county's emergency response.

3. Agencies/organizations notified by the county warning point have established procedures for alerting, notifying and mobilizing their emergency response resources. In the event of a nuclear generating plant incident, these procedures provide for pre-determined emergency actions, which are based on the emergency classification of the incident: Notification of Unusual Event, Alert, Site Area Emergency or General Emergency.

4. In the event of a rapidly escalating event at a nuclear generating plant, the county warning point may also notify the Chanhassen National Weather Service Forecast Office.

E. Municipal Governments: Municipalities are responsible for disseminating warnings to all citizens who are within their geographic boundaries. Notification will be provided to people who are deaf and hard of hearing, or have limited English language proficiency, utilizing alternate methods of communication, if available. This includes, but is not limited to, nursing homes, schools, and to daycare centers.

F. Responsible Party: In Minnesota, parties responsible for certain types of accidents/incidents are required to contact the MDO and, in some cases, other officials.

1. In the event of a nuclear generating plant incident, the affected nuclear generating plant must promptly notify state and local emergency response organizations. The initial message from the plant must contain information about the class of emergency, whether a release is taking place, potentially affected population and areas, and whether protective measures may be necessary.

2. In the event of a high-level radioactive waste transportation accident/incident, the carrier is specifically required to notify the MDO. Depending upon the seriousness and immediacy of the threat to public safety, the carrier may also notify local government authorities by dialing 9-1-1 or the local emergency dispatch number.

3. In the event of a spill/release of petroleum, hazardous substances, hazardous material, or material that could cause pollution the responsible party and person in control of the material is required by Mn.Stat.Section 115.061 to immediately notify the state via the MDO.

III. COMMUNICATIONS SYSTEMS USED FOR NOTIFICATION AND WARNING WITHIN THE STATE OF MINNESOTA

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A. National Warning System (NAWAS). This system is a dedicated, nationwide telephone network that interconnects federal and state government agencies and designated locations within each state. This is the primary system for disseminating notifications to the ten State Primary Warning Points. (See Chart B: National Warning System [NAWAS] - Minnesota Warning Points)

B. Minnesota Common (MNCOMM). This system is used for relaying notifications from the ten State Warning Points to all county warning points. Frequency 155.370 may also be used during a multi-jurisdictional response to a major accident/incident.

C. National Weather Service Weather Wire. The National Weather Service operates a weather information wire. This service is available throughout the majority of the state on a subscription basis. The system allows government agencies, mass media and interested industry to simultaneously obtain official weather data. Weather watches, warnings and advisories transmitted over the National Weather Service Weather Wire are relayed over the Criminal Justice Information System (CJIS) as well.

D. National Oceanic and Atmospheric Administration (NOAA) All Hazards Radio. This system provides continuous broadcasts of the latest weather information directly from the National Weather Service offices. The All Hazards Radio system can also be used to disseminate emergency information and/or recommended protective actions in response to an event at a nuclear generating plant or technological disaster. In Minnesota, there are 36 NOAA Weather Radio - All Hazards transmitter locations. (See Chart C: NOAA Weather Radio - All Hazards Network - current coverage.)

E. Criminal Justice Information System (CJIS). The CJIS system, which is operated by the Bureau of Criminal Apprehension (BCA), interconnects all county and certain state and local government agencies. CJIS is a data communication network that provides for access to, entry, dissemination and storage of criminal justice information. The routine function of this system is intercommunication between law enforcement and criminal justice agencies, and dissemination of nationwide alert and warning notifications. The BCA's Communication Center disseminates emergency notifications, alert messages, severe weather notifications (e.g., special statements, watches, warnings) and other potential emergency information to law enforcement personnel across the state of Minnesota.

F. Emergency Alert System (EAS). This system is intended to permit broadcasting of emergency information over most AM and FM radios, TV stations including cable, and the NOAA Weather Radio - All Hazards system. The system can be activated on a nationwide, statewide, regional or local basis. In order to ensure reliable statewide EAS coverage, the state of Minnesota is divided into six EAS Operational Areas (see Chart D: Emergency Alert System (EAS) Local Operational Areas in Minnesota). A detailed Minnesota EAS Statewide Plan is on file with HSEM and on its website. All EAS decoders in the state of Minnesota are capable of manual and automatic operation. The two main relay stations, WCCO and MPR, are on the air 24-hours and have manual and automatic operation of EAS equipment. All stations designated for the Prairie Island and Monticello Nuclear Generating Plants have 24-hour automatic EAS capability. All of these stations monitor for the Civil Authorities Code by which HSEM and the BCA transmit. The Governor or his authorized representatives may initiate activation of the Minnesota EAS in the event of certain types of disasters or emergencies.

G. Sirens. Although a variety of outdoor warning devices are used in Minnesota (including horns, whistles and public address systems), sirens are by far the most common. They are directed primarily at warning those who are outdoors.

H. Health Alert Network. This is a nationwide 24/7 system connecting federal, state and local health departments, tribal governments, and health care facilities for the distribution of time sensitive information regarding health threats.

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IV. PUBLIC ALERTING AND NOTIFICATION SYSTEM (PANS) FOR NUCLEAR GENERATING PLANT INCIDENTS

A. Objectives for Coverage by the System.

1. Capability to provide both a signal and an informational or instructional message to the population on an area-wide basis throughout the 10-mile EPZ, within 15 minutes of approval by an authorized decision-maker. The sirens, radio and television stations that are in the area are able to pick up that signal and relay the message, and the sirens are sounded.

2. The initial notification system will assure direct coverage of essentially 100 percent of the population within 5 miles of both plants.

3. Within 45 minutes of the protective action decision, risk counties will assure 100 percent system notification coverage of the population within the entire 10-mile Emergency Planning Zone by siren. Those populations that may not have received the initial notification by fixed siren, the county will perform notification by route alerting using emergency vehicles. Currently only Goodhue County has to perform route alerting since 100% siren coverage does not exist.

B. PANS for Warning the Public in the 10-mile EPZ Surrounding Each Plant.

1. For Dakota, Wright and Sherburne Counties fixed sirens for 100 percent coverage are installed throughout the 10 mile Emergency Planning Zone. Goodhue County has fixed sirens for 100 percent coverage throughout the 5 mile zone and partial coverage in the 5-10 mile zone.

2. Emergency vehicles equipped with sirens and public address systems within the 5 to 10-mile areas not covered by fixed sirens, or in the 10-mile EPZ will supply coverage to areas not addressed when sirens fail.

3. National Oceanic and Atmospheric Administration (NOAA) all hazards radio in institutional, educational and commercial facilities, in accordance with the Annual Letter of Certification.

4. The Emergency Alert System (EAS) that has access to television and radio stations within the area.

5. The primary means of alerting the public to an impending incident will be the use of fixed and mobile sirens. Once alerted, the public should turn to their local EAS stations as the primary means of notification. If more than one Protective Action Decision (PAD) is issued and if they are issued at different times, this procedure shall be repeated.

C. Conditions and Prerequisites for Activation of the PANS.

1. A General Emergency classification condition has been declared at the Monticello or Prairie Island Nuclear Generating Plant.

2. A PAD, such as sheltering or evacuation, is recommended for the public within all or a portion of the 10-mile EPZ surrounding either plant.

3. An EAS message was prepared and is ready to broadcast immediately following activation of the sirens.

D. EAS Messages.

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1. Pre-scripted messages to the public, giving instructions regarding:

    a. Identification of the state or local government organization and the official with the authority for providing the EAS alert and message;
    b. Identification of the commercial nuclear generating plant and current status of radiological conditions at the plant;
    c. Reference to REP-specific emergency information for use by the public during an emergency;
    d. Protective actions to be taken for a specified area;
    e. Closing statement, asking the affected and potentially affected population to stay tuned to the EAS station for additional information.

2. At the time of an emergency, these messages will be finalized and issued. More specific protective actions and a specific description of the affected area follow shortly after the EAS message in a Special News Broadcast from the JIC.

3. Sample messages and details of activation of the PANS are contained in HSEM Standard Operating Guidelines.

E. PANS Activation for the Monticello Area.

1. Protective Action Decisions (PADs)

    a. The Planning & Assessment Center (PAC) will recommend protective actions to the State Incident Manager, who presents them to the Governor or designee for approval. (See Annex F.IV.F, regarding a pre-determined initial PAD.)

    b. Following PAD approval, the Operations Chief will contact the counties to coordinate siren activation.

2. EAS

    a. Minnesota HSEM or BCA are responsible for issuing pre-scripted EAS messages for broadcast to Sherburne and Wright counties.

    b. Minnesota HSEM or BCA are responsible for transmitting the PAD EAS message.

    c. The backup method for transmitting EAS messages is through the Chanhassen National Weather Service Forecast Office (NWSFO). The backups to the Chanhassen NWSFO are contained in the EAS SOGs.

F. PANS Activation for the Prairie Island Area. This process was developed jointly by the states of Minnesota and Wisconsin to ensure proper coordination in the implementation of actions to protect the public.

1. Protective Action Decisions (PADs)

    a. When the two state EOCs individually develop protective actions, the Minnesota State Incident Manager (SIM) and Wisconsin Officer-In-Charge (WI-OIC) will confer.
    b. The developed protective action is taken to the affected counties and governors or designee for approval and authorization of PANS activation. (See Annex F.IV.F. regarding a pre-determined initial PAD.)

    c. Following the PAD, the SIM and WI-OIC will confer again to ensure concurrence and establish siren and EAS activation times.

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2. EAS

   a. Minnesota HSEM or BCA are responsible for issuing and transmitting pre-scripted EAS messages which encompass Dakota and Goodhue Counties in Minnesota, *and* Pierce County in Wisconsin.

   b. The backup method for transmitting EAS messages is through the Chanhassen National Weather Service Forecast Office (NWSFO). The backups to the Chanhassen NWSFO are contained in the EAS SOGs.

G. Rapidly Escalating Events. If circumstances at either plant require an immediate protective action for the public and the SEOC is not operational, it is considered a rapidly escalating event. The Minnesota Duty Officer (MDO) will:

1. Receive notification as part of a conference call with the utility and the law enforcement dispatchers from the affected counties.

2. Accept the utility's PAR from the utility emergency director.

3. Coordinate activation of the PANS with the county dispatchers and issue a pre-scripted EAS message. The Chanhassen National Weather Service Forecast Office will act as a backup as needed.

H. PANS Activation and Implementation Responsibilities.

1. Activation of the Protective Action Process of the PANS may be recommended by:
   a. The SEOC Planning Chief
   b. The State Incident Manager
   c. Minnesota Duty Officer (only for Rapidly Escalating Events)

2. Activation of PANS must be initiated by Minnesota HSEM or BCA.

3. Implementation of PANS:

   a. In the Monticello area:

      1) Wright County Sheriff
      2) Sherburne County Sheriff

   b. In the Prairie Island area:

      1) Dakota County Sheriff
      2) Goodhue County Sheriff

   c. EAS System

      1) WCCO and MPR radio
      2) Chanhassen National Weather Service Forecast Office (back-up)

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V. IMPLEMENTING PROCEDURES

Specific procedures have been established for notification of state and local response organizations. These procedures are contained in HSEM Standard Operating Guidelines, EAS Statewide Plan and Minnesota Duty Officer Procedures.

For a nuclear generating plant incident, these procedures are based on the following emergency classification levels: Notification of Unusual Event, Alert, Site Area Emergency and General Emergency.

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CHART A

National Weather Service
Warning and Forecast Areas

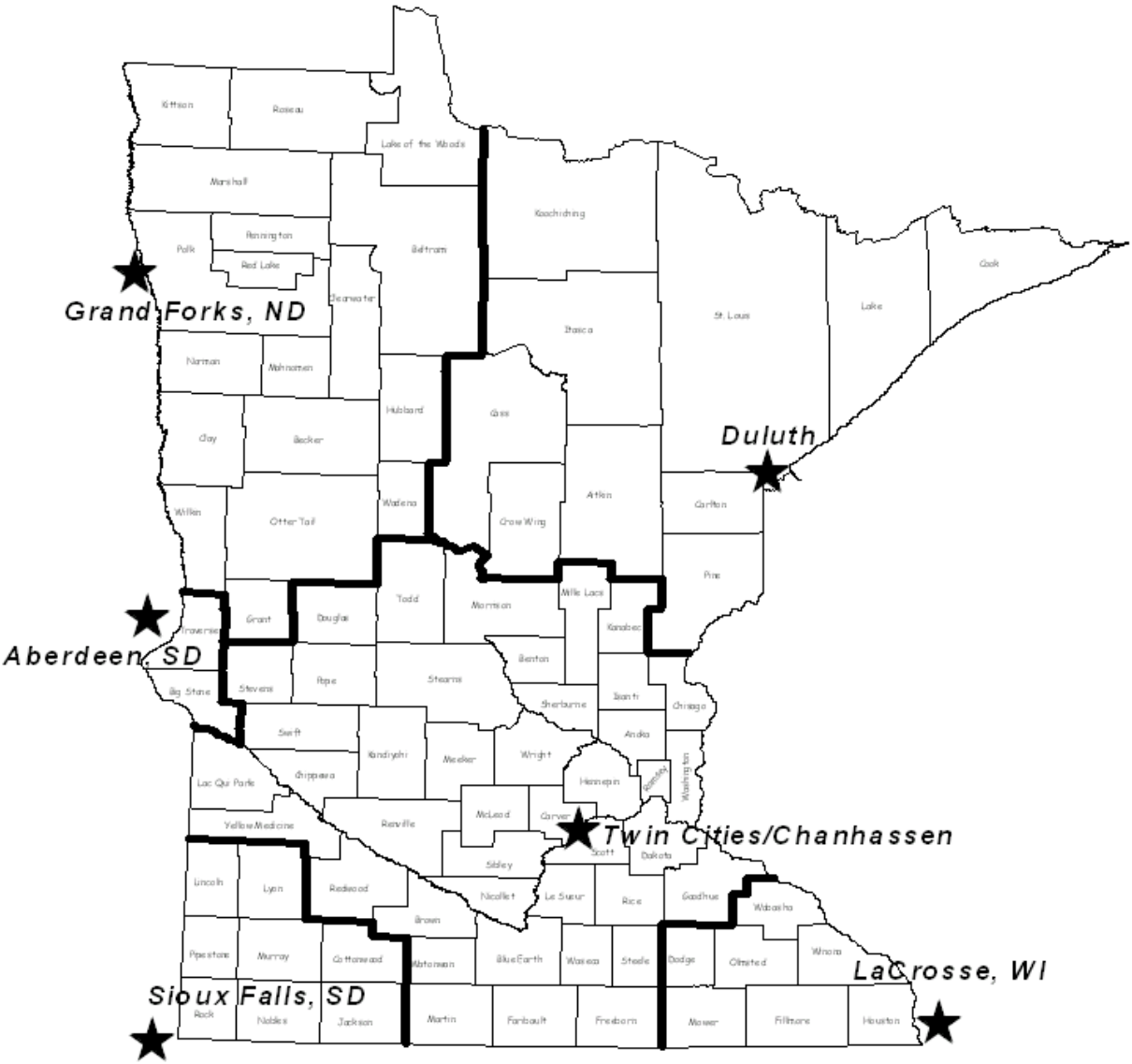

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Chart B

NATIONAL WARNING SYSTEM (NAWAS) - MINNESOTA WARNING POINTS

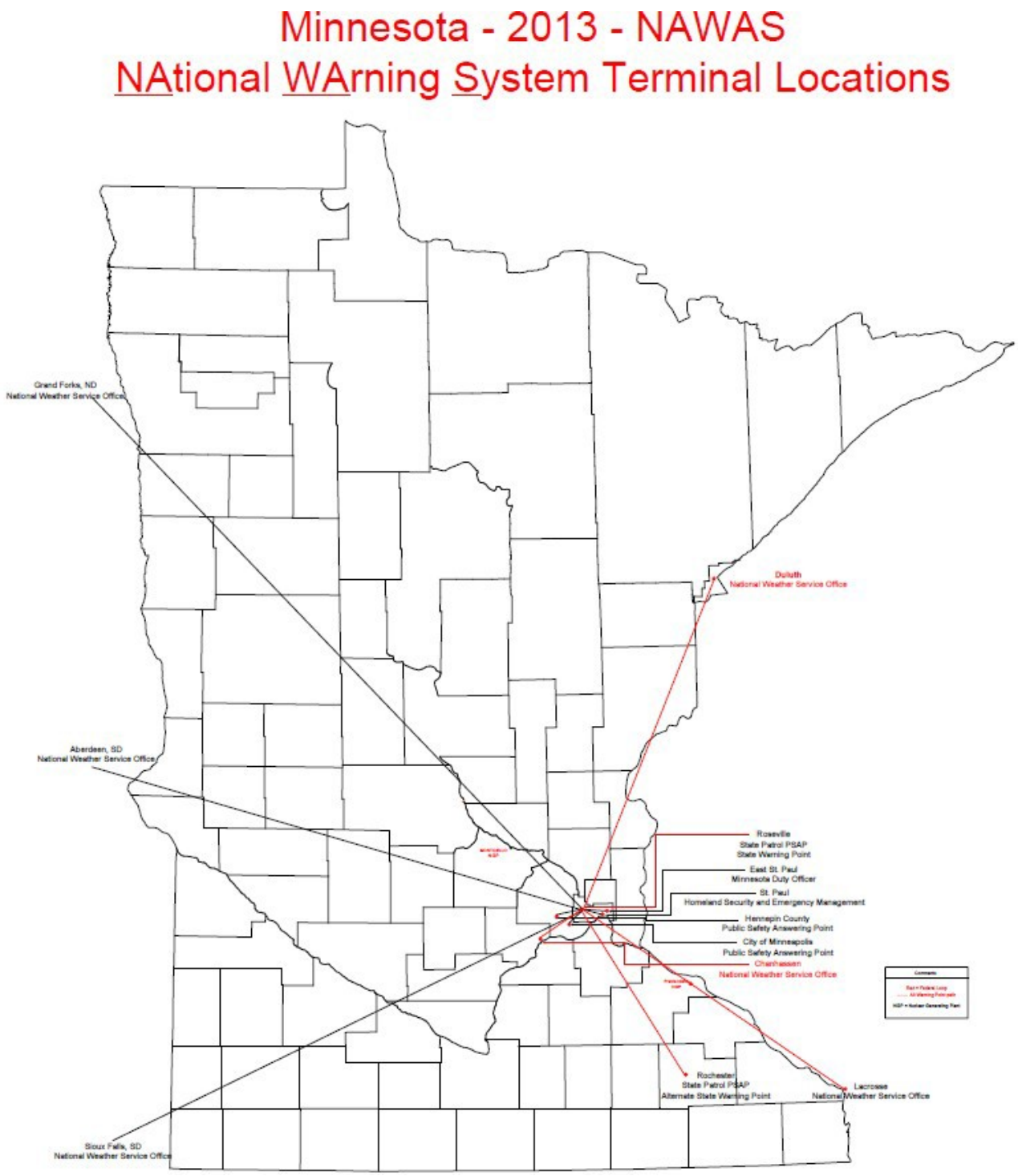

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Chart C
Minnesota NOAA Weather Radio – All Hazards

Station Locations and Areas of Coverage

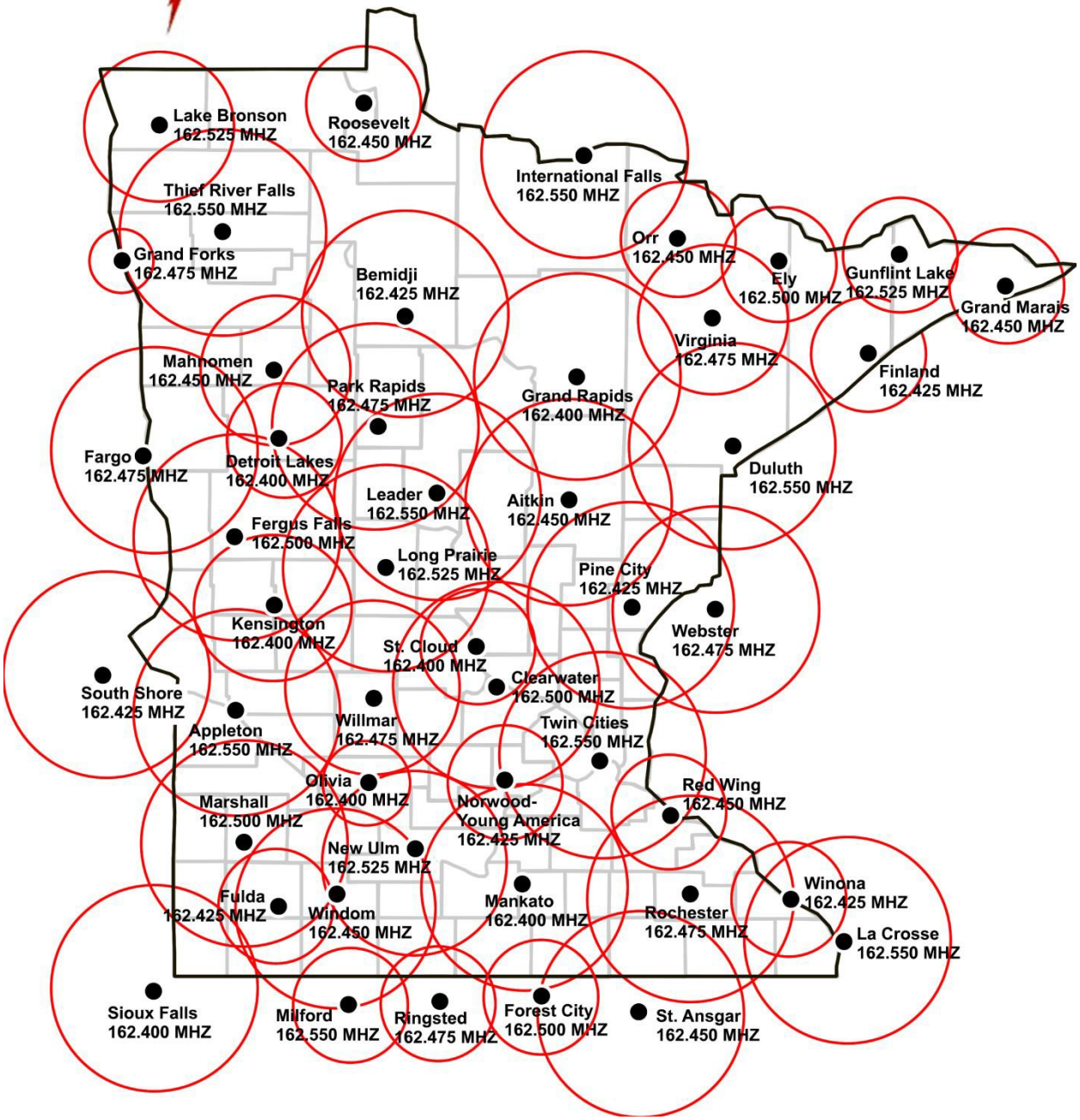

Chart D

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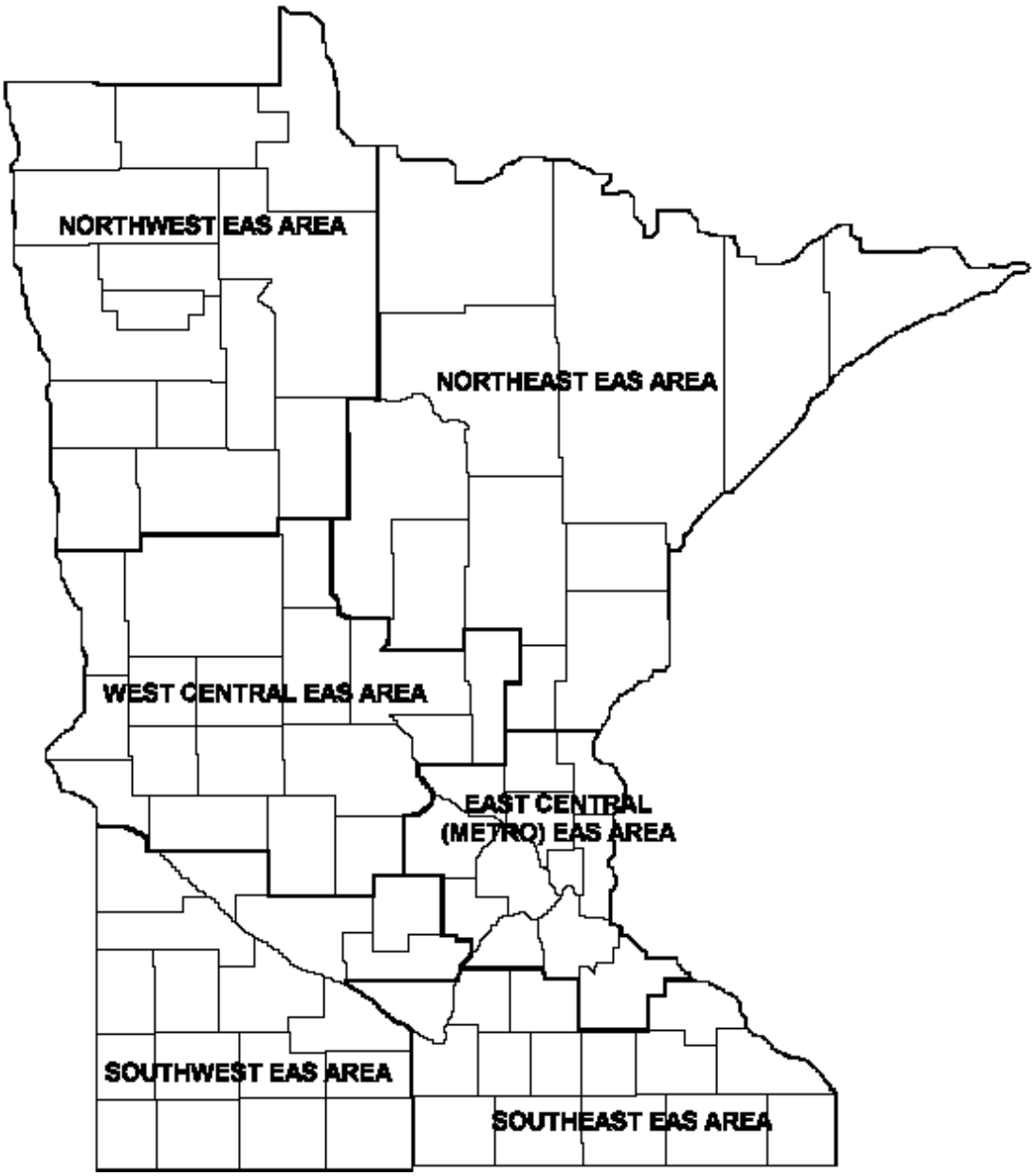
EMERGENCY ALERT SYSTEM (EAS) LOCAL OPERATIONAL AREAS IN MINNESOTA



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I. PURPOSE

In order to ensure that the state's response to any major disaster/emergency is effectively coordinated, it is necessary to utilize an incident management system. The purpose of this annex is to provide basic information about the system established, the facilities selected, and the other provisions made to provide for incident management.

II. [2]OFFICIALS/AGENCIES RESPONSIBLE FOR INCIDENT MANAGEMENT

	Responsibility Summary
Agency	**Responsibility**
Admin	**S:** Assist with the preservation of essential public records.
AG	**S:** Assist with legal advice and opinions in support of state emergency operations.
MDH	**P[1]:** Primary responsibility for the technical aspects of response to all human infectious disease outbreaks and human pandemic influenza crisis response preparedness.
MDA	**P[2]:** Provide leadership and technical service and expertise to private sector, local, state and federal authorities in the event of a food and agricultural emergency.
BAH	**P[2]:** Provide service and expertise to local, state and federal authorities in the event of an animal disease emergency including a Highly Pathogenic Avian Influenza (HPAI) outbreak.
COMM	**S:** Provide educational materials and training for hotline staff regarding communication access.
EMSRB	**S:** Develop statewide emergency medical services radio communication plan.
DHS	**S:** Provide educational materials and training for hotline staff regarding communication access.
DMA	**S:** Assist with security for SEOC; assist with transportation and reconnaissance.
DNR	**P[2]:** Responsible for preparing plans and procedures for the surveillance of wild birds for avian influenza in cooperation with the Board of Animal Health. **S:** Prepare climatological and hydrological reports and data. **S:** Provide nationally qualified type 2 interagency incident management teams.
MN.IT	**P[3]:** Provide leadership and technical expertise on detection, investigation, response, and recovery to cyber security events and incidents. **P:** Provide technology and telecommunications systems and services to state agencies. **P:** Safeguard and recover essential electronic records designated by state agencies.

2

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DPS	**P:** Process payments for the individual/public assistance and hazard mitigation programs. **P:** Provide assistance and documentation regarding overtime pay, call backs and internal costs. **C:** Overall authority to coordinate incident management function; provide protection and security for state EOC; provide transportation/reconnaissance; restrict flights/access over disaster areas. **C:** Coordinate the overall emergency planning, preparedness and response of all state agencies regarding consequences of pandemic influenza and HPAI outbreaks. **S:** Provide law enforcement and support personnel in response to a terrorist incident. **S:** Assist with transportation of EOC equipment, supplies and furniture.
DOC	**S:** Assist with security for SEOC when requested **S:** Provide backup radio operators for radio console in the SEOC.
Mn/DOT	**S:** Assist with Temporary Flight Restriction requests, air transportation and reconnaissance.
P = Primary **C** = Coordination **S** = Support **Definitions of the numbered footnotes to the code letters:** [1] Technical responsibility during a pandemic influenza outbreak. [2] Technical responsibility during a Highly Pathogenic Avian Influenza (HPAI). [3] Technical responsibility during cyber security events.	

A. Governor. Minnesota Statutes, Chapter 12 stipulates that, "The Governor has general direction and control of emergency management . . ."

B. Department of Administration (ADMIN). The Department of Administration will assist with the preservation of essential public records.

C. Office of the Attorney General (AG). The AG will be responsible for providing legal advice and opinions, including preparing and reviewing proclamations and special regulations issued by the Governor, in support of state emergency operations.

D. Department of Health (MDH).

1. Be the lead agency for all human infectious disease outbreaks and human pandemic influenza crisis response and preparedness.

2. MDH will coordinate consequence management of human infectious disease and human pandemic outbreaks with Homeland Security and Emergency Management State Emergency Operations Center.

3. Coordinate with the Centers for Disease Control and Prevention (CDC).

4. Develop and maintain procedures for: disease surveillance, control and prevention, including protocols for quarantine, isolation, mass vaccination, and mass care clinics; safe food preparation and handling; evaluating sanitary conditions of mass shelters and lodging facilities; provision of training and assistance in the security of public water supply systems, and the maintenance of a potable water supply; guidance to local jurisdictions on the safe disposition of remains in the event of mass casualties; the provision of short-term behavioral

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health services; and health assessment and training programs for healthcare and support personnel.

5. Develop fact sheets and provide guidance about communicable disease transmission and personal protective actions that should be taken to reduce exposure.

6. Provide assistance to local officials, in conjunction with the local health agency, to ensure the safety of food and water for human consumption during and immediately following an influenza pandemic outbreak.

7. Ensure that the department's laboratory is available to provide 24-hour analysis.

E. Department of Agriculture (MDA).

1. Provide expertise to private sector, local and state authorities in the event of an agriculture emergency (animal disease, agricultural chemical, plant pest or disease, or food incident).

2. Make its laboratory capabilities available, when requested.

3. Provide a representative to serve on the Minnesota Recovers Disaster Task Force.

F. Board of Animal Health (BAH).

1. Provide leadership and technical expertise to local, state and federal authorities in the event of an animal disease emergency including an HPAI outbreak.

2. Provide a representative to serve on the Minnesota Recovers Disaster Task Force.

G. Department of Commerce (COMM). The Department of Commerce-Telecommunications Access Minnesota (COMM-TAM) in coordination with the Department of Human Services – Deaf and Hard of Hearing Services Division, will provide educational materials and training for hotline staff regarding communication access for Minnesotans who are deaf, hard of hearing, DeafBlind or speech disabled when the State Emergency Operations Center Information Hotline is activated.

H. Emergency Medical Services Regulatory Board (EMSRB). With technical assistance from Mn/DOT, the EMSRB shall develop a statewide emergency medical services radio communication plan to provide two-way voice communications for ambulance to hospital, hospital to hospital, etc.

I. Department of Human Services (DHS).

1. The Department of Human Services-Deaf and Hard of Hearing Services Division (DHS-DHHSD) will provide educational materials and training for hotline staff regarding communication access for Minnesotans who are deaf, hard of hearing, DeafBlind or speech disabled when the State Emergency Operations Center Information Hotline is activated.

2. When requested, DHS will coordinate an assessment of unmet needs and the identification of support for people with special needs when a state response is initiated.

J. Department of Military Affairs (DMA). When requested in accordance with established procedures, and on order of the Governor, the DMA will provide security for the SEOC, in conjunction with the St. Paul Police Department and Town Square Security. DMA will support the State Patrol in transportation and/or reconnaissance, as requested by the Division of Homeland Security and Emergency Management.

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K. Department of Natural Resources (DNR).

1. DNR Ecological and Waters Resources (EWR) Division will assign the state climatologist and other needed staff to prepare climatological and hydrological reports, as well as other related hydrological data, in support of emergency operations.

2. DNR Forestry Division can provide nationally qualified type 2 interagency incident management teams through the MNICS organization. These teams are compliant with NIMS and ICS. (MNICS partner agencies, under agreement are; HSEM, MN DNR, US Forest Services, US Fish & Wildlife Service, National Parks Service, and the Bureau of Indian Affairs.)

3. The DNR Division of Fish and Wildlife section of wildlife shall be responsible for preparing plans and procedures for the surveillance of wild birds for avian influenza in cooperation with the board of Animal Health.

L. MN.IT Services.

1. MN.IT will safeguard and recover state agency electronic essential records.

2. MN.IT will provide responding agencies with technology and telecommunications systems and services, including voice, video, data and internet connectivity.

3. MN.IT operates a Security Operations Center (SOC) where a team of security monitoring analysts and incident handlers coordinate security information and response to cyber threats and incidents. The SOC is located in the Centennial Office Building.

4. MN.IT will assist counties that experience cyber security incidents if requested.

M. Department of Public Safety (DPS).

1. Capitol Complex Security Division. During an emergency, Capitol Complex Security is responsible for:

   a. Providing protection to property and equipment on the Capitol complex.

   b. Providing 24-hour security for the State Emergency Operations Center (SEOC) and the Joint Information Center (JIC), when they are located in the Capitol complex.

2. Fiscal and Administrative Services (FAS). Fiscal and Administrative Services will, within five working days, process payments received from the Department of Public Safety, Division of Homeland Security and Emergency Management for disaster victims who have applied for assistance through the Individuals and Households Program. Fiscal and Administrative Services will process payments received from the Division of Homeland Security and Emergency Management, within 30 days, for municipalities within the disaster area that have applied for assistance through the Public Assistance and Hazard Mitigation Grant programs.

3. Fiscal and Administrative Services (FAS). Fiscal and Administrative Services will provide assistance to DPS divisions during an emergency regarding overtime pay, call backs, and other internal extraordinary costs during emergency operations.

4. Division of Homeland Security and Emergency Management (HSEM). Authority to coordinate the incident management function is delegated to the Minnesota Department of Public Safety,

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Division of Homeland Security and Emergency Management (HSEM) in Minnesota Statutes, Chapter 12 and in the *Governor's Executive Order Assigning Emergency Responsibilities to State Agencies*. (See Basic Plan, section VII.E.1.a.)

5. State Patrol Division. The State Patrol, Aviation Section shall be the lead coordination agency for coordinating state aircraft during non-wildfire emergencies and shall request, through the local Federal Aviation Administration (FAA) Flight Service Office, that the Transportation Security Administration (TSA) restrict air space access over disaster and emergency areas, when requested by the Division of Homeland Security and Emergency Management or local authorities. The Aviation Section shall, in conjunction with the Department of Transportation (Mn/DOT), Aeronautics Division and the Department of Military Affairs (DMA), provide transportation and/or reconnaissance, as requested by the Division of Homeland Security and Emergency Management, during a declared disaster.

N. Department of Transportation (Mn/DOT). Mn/DOT will support the State Patrol in requesting Temporary Flight Restrictions (TFR), and arranging transportation and/or reconnaissance, as requested by the Division of Homeland Security and Emergency Management. Mn/DOT will also provide traffic control, highway clearances/waivers, and debris removal on interstate and state trunk highways as they are affected by an incident.

O. Department of Corrections.

1. DOC will, when available, make its Fugitive Officers available, to assist other agencies with 24 hour security for the State Emergency Operations Center during an emergency.

2. DOC shall, when available, provide backup radio operators for duty officer operation of the radio console in the SEOC. DOC shall, when available, provide COML certified radio managers.

P. All Other State Agencies: As referenced earlier in this plan, the *Governor's Executive Order* cited above requires each agency head to designate competent agency personnel to report and direct (their) state resources from the state and/or regional emergency operations centers, in response to a disaster/emergency.

III. CONTINUITY OF GOVERNMENT

A. Legal Basis and Pre-Delegation of Emergency Authorities. The principal legal bases for emergency management-related activities (including incident management) within the State of Minnesota are: the State Constitution, Minnesota Statutes, Chapter 12, the *Governor's Executive Order Assigning Emergency Responsibilities to State Agencies*, and this plan.

1. Minnesota Constitution. (See III.B. below.) This document:
   a. Outlines the terms of election/appointment, legal authority and powers of the executive, legislative and judicial branches of state government.
   b. Defines the lines of succession and process for filling vacancies within the branches of state government.

2. Minnesota Statutes, Chapter 12. This statute:

   a. Provides for the establishment of a Division of Homeland Security and Emergency Management, within the Department of Public Safety.

   b. Requires the state's political subdivisions to create local organizations for emergency management.

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c. Confers on the Governor (and the governing bodies of local political subdivisions) certain emergency and disaster-related powers for coordinating duties and responsibilities.

d. Provides broad authority for taking emergency management actions in all emergencies.

3. Governor's Executive Order Assigning Emergency Responsibilities to State Agencies. This document was developed in order to identify more specifically the emergency responsibilities of each state agency/department. It is updated when changes so dictate or there is a new Governor. Many of the state's departments and agencies have significant and well-recognized responsibilities in the event of an emergency. (This is most often the case when an agency's daily responsibilities are closely related to emergency and recovery functions.) Other agencies may play a support role when a major disaster occurs.

B. Line of Succession. The occurrence of either a major peacetime or national security emergency could jeopardize the continuity of state government. The loss of key government officials, particularly the Governor, as a result of a catastrophic disaster, could severely disrupt the ability of state government to effectively respond to that disaster. Consequently, a line of succession for those key officials has been established.

1. Legal Authority and References. In Minnesota, the line of succession for the executive, legislative and judicial branches of state government is provided for in the state's constitution. The appropriate references are as follows:

c. Executive Branch - Article V, Section 3 and Section 5

d. Legislative Branch - Article IV, Section 4 (In addition, Minnesota Statutes, Section 3.06, subdivisions 1 and 2 provide for the election of officers and the designation of successors within the legislative body.)

e. Judicial Branch - Article VI, Section 8

2. Line of Succession for the Governor.

a. Governor

b. Lieutenant Governor

c. President Pro Tempore of the Senate

d. Speaker of the House of Representatives

e. Secretary of State

f. State Auditor

g. Attorney General

3. Line of Succession for HSEM Director (including emergency operations).

a. Director

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b. Deputy Director

c. Branch Director designated by the Director of Homeland Security and Emergency Management

C. Safeguarding Essential Records. As indicated in II.L, the State Chief Information Officer is responsible, under the guidelines and policies established by MN.IT Services, for safeguarding and recovering electronic essential records for state agencies.

D. All state agencies with emergency responsibilities as outlined in this plan are required, per the *Governor's Executive Order Assigning Emergency Responsibilities to State Agencies*, to develop and maintain emergency plans/procedures, including a continuity of operations (business continuation) plan. Those plans/procedures must provide for the protection of personnel, essential records and other critical resources and identify/prioritize critical functions that must be sustained.

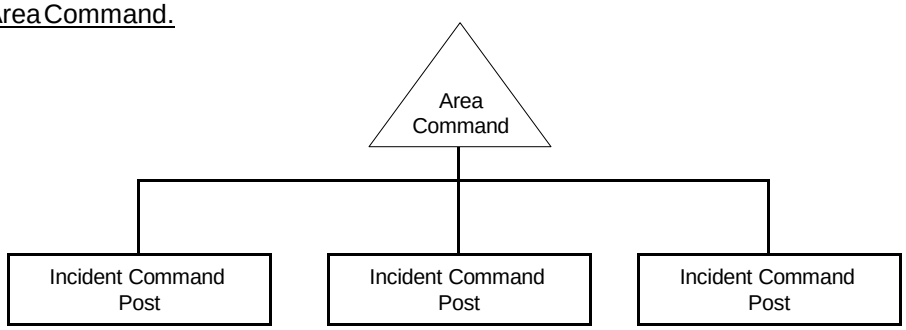
IV. INCIDENT MANAGEMENT SYSTEM AND FACILITIES

The National Incident Management System (NIMS) is the standard for incident management within the state of Minnesota. Concurrent with NIMS, processes, resource and policy issues are addressed at the lowest organizational level practicable.

A. NIMS Standard Incident Management Structures are based on three key organizational systems:

1. The Incident Command System (ICS). ICS defines the operating characteristics, management components, and structure of incident management organizations throughout the life cycle of an incident. When multiple Incident Command Posts (ICPs) are operational, an Area Command is established. The ICPs and Area Command are responsible for directing on-scene emergency management and maintaining command and control of on-scene incident operations. In keeping with NIMS, resources and policy issues are addressed at the lowest organizational level practicable.

2. Area Command.



Area Command/Incident Command Post Hierarchy

3. Multi-agency Coordination Systems. These define the operating characteristics, management components and organizational structures of supporting entities. (See the figure below for a visualization of the linkages between EOCs and Multi-agency Coordination Centers.) The MEOP and SEOC SOGs establish the operating characteristics and cross agency coordination between state agencies and between the state and local, tribal, federal and not-for-profit organizations.

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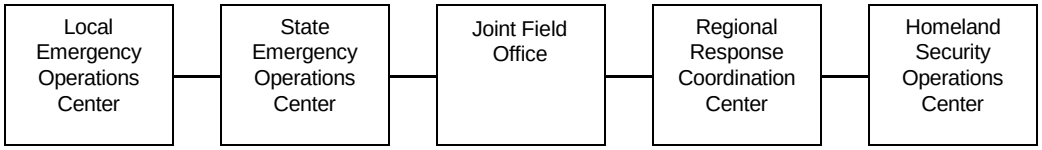

Links between EOCs and Management Coordination Centers

4. Public Information Systems. Public information systems include the processes, procedures, and systems for communicating timely and accurate information to the public during emergency situations (see Annex A, Annex C, Appendix F-1 and Annex I).

B. Reporting Requirements. In accordance with established procedures, the MDO reports information relating to actual or potential Incident of National Significance to the Homeland Security Operations Center (HSOC), utilizing procedures established by the Department of Homeland Security (U.S. DHS).

C. Minnesota Fusion Center.

1. The Minnesota Fusion Center is a Department of Public Safety Bureau of Criminal Apprehension partnership between law enforcement agencies, government agencies and critical infrastructures in Minnesota. It develops and disseminates meaningful information products and training, focusing on counterterrorism and other criminal activities within and affecting Minnesota.

2. During a disaster, the Minnesota Fusion Center will coordinate timely and pertinent information relating to terrorist and criminal activity between the SEOC, the FBI, U.S. DHS, local law enforcement, local and state government agencies and critical infrastructures via the two-way communication website, www.icefishx.org. The fusion center also coordinates information with federal agencies and similar homeland security offices in each of the 50 states.

3. ICEFISHX (Intelligence Communications Enterprise for Information Sharing and Exchange) is a website used by the fusion center and the FBI to share critical anti-terrorism and criminal information with law enforcement agencies, government agencies and critical infrastructures in Minnesota. Law enforcement users of ICEFISHX may also submit suspicious activity information to the FBI, utilizing a special feature on the website. ICEFISHX may be utilized to disseminate critical information to governmental agencies as well as the private sector.

D. Limited-Scope Emergencies.

1. During the initial stages of certain emergency situations, the Minnesota Duty Officer (MDO), located at the Bureau of Criminal Apprehension in St. Paul, may help facilitate/coordinate the state agency response. The MDO will:
   a. Ensure that all appropriate officials are notified.
   b. Forward requests for additional resources to appropriate agencies.
   c. Relay ongoing incident information, as requested, to other involved agencies and/or officials.

2. *Governor's Executive Order 05-02* establishes "the National Interagency Incident Management System (NIMS) as the state standard for incident management." NIMS requires

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the designation of a state agency coordinator/liaison. The individual who is designated in accordance with NIMS will coordinate the state agency response *in support of local government*. Also in keeping with NIMS, an emergency operations center (EOC) may be established to assist in the accomplishment of this coordination function; and this activation will normally occur when the incident covers a large geographic area, multiple locations and/or when multiple responding agencies are involved.

3. Management of the state agency response to such disasters/emergencies may take place from a local government EOC or from a regional or state EOC. If the emergency involves primarily one or only a few state agencies, it is also possible that incident management will take place from a facility designated by the principal affected agency. Communications support to the state's response may be provided through a mobile command center. For these types of events, the specific circumstances of the emergency will determine the selection of the location of the EOC.

E. Disasters.

1. *During peacetime*, management of the state response to a large-scale emergency or disaster will normally take place from the primary SEOC. One or more state regional emergency operations centers may also be established, depending upon the emergency response needs. If the primary SEOC is unusable or if an alternate site would be a more beneficial location, an alternate SEOC may be established.

2. *During an impending or actual national security event*, it may be necessary to relocate state government operations to an alternate SEOC. In this situation, overall management of state government operations, including the state's response to the emergency, would typically take place from the alternate state emergency operations center (ASEOC), located at:

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3. The Department of Administration and the Department of Public Safety warehouse may provide assistance in moving portable communication equipment, records and supplies (including medical supplies) and office equipment to the ASEOC, if necessary. The Inventory Control Supervisor of the facility will be made available to open the warehouse and coordinate the movement of items contained within the warehouse. In addition to the ASEOC, alternate state regional emergency operations centers may be established.

V. ACTIVATION OF THE STATE EOC

A. Responsibility for State EOC Activation. HSEM is responsible for deciding whether the SEOC or the ASEOC should be activated. The Governor's Executive Order Assigning Emergency Responsibilities to State Agencies charges the division to ". . . activate the state EOC when any major emergency or disaster occurs that poses a significant threat to public safety and/or health." If it is to be activated, HSEM is responsible for accomplishing the activation.

B. Criteria for Activation.

1. Mandatory. The SEOC will be activated if any of the following conditions exist:
   a. Nuclear generating plant incidents. The SEOC will be activated in the event of an Alert, Site Area Emergency or General Emergency at the Monticello or Prairie Island Nuclear Generating Plant.

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b. Certain domestic or international crisis conditions. In the event of a dangerously deteriorating international crisis, the U.S. Department of Homeland Security (U.S. DHS) would issue increased readiness warnings. The SEOC would initially be minimally staffed (with HSEM employees), and as the situation dictates, additional state agencies would be notified.

2. Discretionary. The SEOC may be activated for severe weather conditions and other potential or actual disasters, emergencies, incidents or exercises. HSEM staff will assess the situation and determine if activation of the SEOC is advisable.

C. Operational Readiness. HSEM is responsible for:

1. Maintaining the operational readiness of the primary and alternate SEOCs.

2. Assuring the continuity of administrative material and technical support sufficient to ensure 24-hour operations over a protracted period of time.

D. Disaster Phases and SEOC Activation Levels. The following matrix describes the four levels of SEOC activation and can serve as a guide on which all state agencies may base their standard operating guidelines.

Activation Level	SEOC Activation Description	Activity & Staffing	REP Phase	FEMA Region V Phase & Staffing
Level IV Continuous Monitoring	**Level IV Monitoring:** Operations section (HSEM) in coordination with Minnesota Duty Officer (MDO) maintains statewide situational awareness.	*Operations Section* Continuous monitoring of weather and both significant and current events. Work in cooperation with emergency management partners. Issue informational products to maintain situational awareness and a common operating picture.	**Media Sensitive Event Notification of Unusual Event**	**Steady-State Operations:** RRCC not activated. Watch office conducts 12/7 operations
Level III SEOC Activation with command and general staff	**Level III Partial Activation:** Activation of appropriate agencies or ICS sections to closely monitor a developing situation or incident with limited impact. Actions may include preparing to, or providing any necessary assistance as needed.	*Governor's Authorized Representative (GAR)* Liaison to the Governor and other states. SIM appointed *State Incident Manager (SIM)* SEOC management *Operations Chief* Coordinates state agencies Field situational awareness *Planning Chief* Situation Reports (SitRep) Incident Action Plans (IAP)		**Level III** Watch Office and the RST command and general staff positions.
Level II SEOC Activation with command, general staff and select state agencies	**Level II Full State Activation:** Activation in response to an actual event having significant impacts over large geographical areas. The GAR will direct state agencies to provide assistance under the Governor's Executive Order assigning emergency responsibilities to state agencies.	*GAR* Liaison to the Governor and other states. *SIM* SEOC management *Operations Chief* Coordinate state agencies Field situational awareness *Planning Chief* Situation Reports Incident Action Plans *Logistics Chief* Supplies Resource Management Select state agencies, as required for the incident or event.		**Level II** Watch Office, the RST, and applicable ESF agencies appropriate to specific hazards.

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Level I SEOC Activation with Federal Support	**Level I Full Activation with Federal Support:** Initiated by a Presidential Disaster Declaration for MN and includes full federal ESF support.	All staffing noted for Level II, plus full complement of supporting agencies, as required.	**Alert** **Site Area** **Emergency** **General** **Emergency** Relocation Re-entry Restricted Zone Return Recovery Food Protection	**Level I** Watch Office, the RST, all ESFs, supporting agencies and other representatives.

E. The National Terrorism Advisory System: The National Terrorism Advisory System, or NTAS, replaces the color-coded Homeland Security Advisory System (HSAS). This new system will more effectively communicate information about terrorist threats by providing timely, detailed information to the public, government agencies, first responders, airports and other transportation hubs, and the private sector. It recognizes that Americans all share responsibility for the nation's security, and should always be aware of the heightened risk of terrorist attack in the United States and what they should do.

1. NTAS Alerts:

   a. Imminent Threat Alert: Warns of a credible, specific, and impending terrorist threat against the United States.

   b. Elevated Threat Alert: Warns of a credible terrorist threat against the United States.

2. After reviewing the available information, the Secretary of Homeland Security will decide, in coordination with other Federal entities, whether an NTAS Alert should be issued.

3. When an NTAS alert is issued, the Commissioner of Public Safety, through HSEM, Minnesota Fusion Center and the Office of Communication will also clarify the NTAS alert for Minnesota. Specifically, the NTAS alert will be reviewed to determine how it applies to the critical infrastructure of Minnesota and the state as a whole.

4. From that review, a message from the Minnesota DPS and/or Governor's office will be put out to public safety agencies and to the public to give direction on what to do specific to the threat level. This will be followed up as necessary to keep the state advised on public safety issues.

5. NTAS Alerts will only be issued when credible information is available.

6. These alerts will include a clear statement that there is an imminent threat or elevated threat. Using available information, the alerts will provide a concise summary of the potential threat, information about actions being taken to ensure public safety, and recommended steps that individuals, communities, businesses and governments can take to help prevent, mitigate or respond to the threat.

7. The NTAS Alerts will be based on the nature of the threat: in some cases, alerts will be sent directly to law enforcement or affected areas of the private sector, while in others, alerts will be issued more broadly to the American people through both official and media channels.

8. An individual threat alert is issued for a specific time period and then automatically expires. It may be extended if new information becomes available or the threat evolves.

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9. NTAS Alerts contain a sunset provision indicating a specific date when the alert expires - there will not be a constant NTAS Alert or blanket warning that there is an overarching threat. If threat information changes for an alert, the Secretary of Homeland Security may announce an updated NTAS Alert. All changes, including the announcement that cancels an NTAS Alert, will be distributed the same way as the original alert.

VI. All HAZARD STAFFING OF THE STATE EOC

A. General.

1. Minnesota uses the National Incident Management System as the basis for its operations. The 24-hour-per-day answering point for the state of Minnesota is the Minnesota Duty Officer (MDO) who is located at the Bureau of Criminal Apprehension Call Center. The MDO has direct access for notification of HSEM staff and the SEOC is at ready status at all times and can be stood up within the hour. As the situation dictates, other state agencies will be asked to provide staff to the SEOC. Each state agency represented in the SEOC is responsible for ensuring that its representative is familiar with the duties, which he or she is expected to perform at the SEOC and for maintaining its own duty schedule. Lastly, several agencies have established their own EOCs to coordinate their own response activities.

2. In addition, affected federal agencies, businesses/industries and/or private, voluntary organizations may also need/want to provide representatives to the SEOC. HSEM will ensure the notification of state and other agencies with responsibilities in emergency operations when the state and/or regional EOCs are or will be activated, so that they may provide staff. HSEM will designate space provided in the SEOC for state, federal and other officials, should their presence be necessary. Such officials will be briefed regularly on the status of the disaster.

3. If it is necessary to relocate to the alternate SEOC, the staffing requirements will remain the same depending on the magnitude of the event.

B. Staffing for Full SEOC Activation. This includes staffing for a nuclear generating plant incident/accident (Alert, Site Area Emergency or General Emergency):

1. The following key operational positions will be staffed, as needed (on a 24-hour basis, if necessary) for the duration of a full SEOC activation (see Chart A):
   a. Governor's Authorized Representative
   b. State Incident Manager
   c. Operations Chief
   d. Planning Chief
   e. Logistics Chief
   f. Finance Chief
   g. Local Communicator
   h. JIC Coordinator
   i. Public Information Officer
   j. SEOC Security
   k. Technical Advisor(s)
   l. Dose Analyst (nuclear generating plant emergency only)
   m. SEOC Communications Officer
   n. Intelligence/Threat Coordinator

2. The following state organizations will automatically provide one or more representatives to the SEOC:

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a. Governor, or authorized representative
b. Department of Public Safety, Division of Homeland Security and Emergency Management
c. Department of Health
d. Emergency Medical Services Regulatory Board
e. Department of Education
f. Department of Transportation
g. Department of Agriculture
h. Department of Human Services
i. Department of Public Safety, Fire Marshal Division (except for nuclear generating plant incidents, unless requested)
j. Department of Public Safety, State Patrol Division
k. Department of Military Affairs
l. Department of Natural Resources
m. Pollution Control Agency
n. Metropolitan Council/Metro Transit/North Star Rail
o. Metropolitan Council/Environmental Services
p. Department of Employment and Economic Development

Each of the above-listed state agencies will have at least one (1) representative in the SEOC, as needed, for the duration of the emergency. (See SEOC Standard Operating Guidelines for State EOC Staffing Floor Plan for a Nuclear Generating Plant Incident for the location of staff performing certain functions in the SEOC.)

3. The following private and/or not-for-profit organizations/companies shall, when requested, provide one or more representatives to the SEOC:

a. American Red Cross
b. Salvation Army
c. Northern States Power Minnesota a subsidiary of Xcel Energy(NSPM)
d. Minnesota Veterinary Reserve Corps and or Minnesota Animal Disaster Coalition and/or American Humane Society, in the event that animal-related issues arise
e. MNVOAD Organization

4. Additional Staffing:

a. In the event of a release of radioactive materials at a nuclear generating plant, the Departments of Agriculture, Health and Natural Resources will activate a Department Operations Center (DOC) in their respective facilities to coordinate internal activities.
b. In the event of a serious incident at the Prairie Island (Minnesota) Nuclear Generating Plant, the state of Wisconsin and the Prairie Island Indian Community will be invited to dispatch liaison personnel to the state of Minnesota SEOC and JIC.
c. The Federal Emergency Management Agency (FEMA) and the U.S. Nuclear Regulatory Commission (NRC) will send liaison personnel to the SEOC, as needed.
d. In the event of a terrorism incident, the Department of Public Safety, Bureau of Criminal Apprehension (BCA) will provide personnel to respond to that incident and be the lead state investigative agency.
e. State agencies will provide staff for the information hotline.
Specific information regarding staffing of the SEOC at all activation levels (including for a nuclear generating plant incident/accident) is contained in the HSEM Standard Operating Guidelines.

C. Staffing for a high-level radioactive waste transportation accident/incident. In this event, the following agencies are expected to provide representatives to the SEOC:

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1. Department of Public Safety

    a. Division of Homeland Security and Emergency Management
    b. State Patrol Division

2. Department of Health, Environmental Health Division

3. Emergency Medical Services Regulatory Board

4. Department of Transportation

5. Other state agencies, depending upon the nature and seriousness of the situation

6. Any federal agencies that actively participate in the response to the accident/incident

7. The shipper/carrier of the materials involved in the accident/incident

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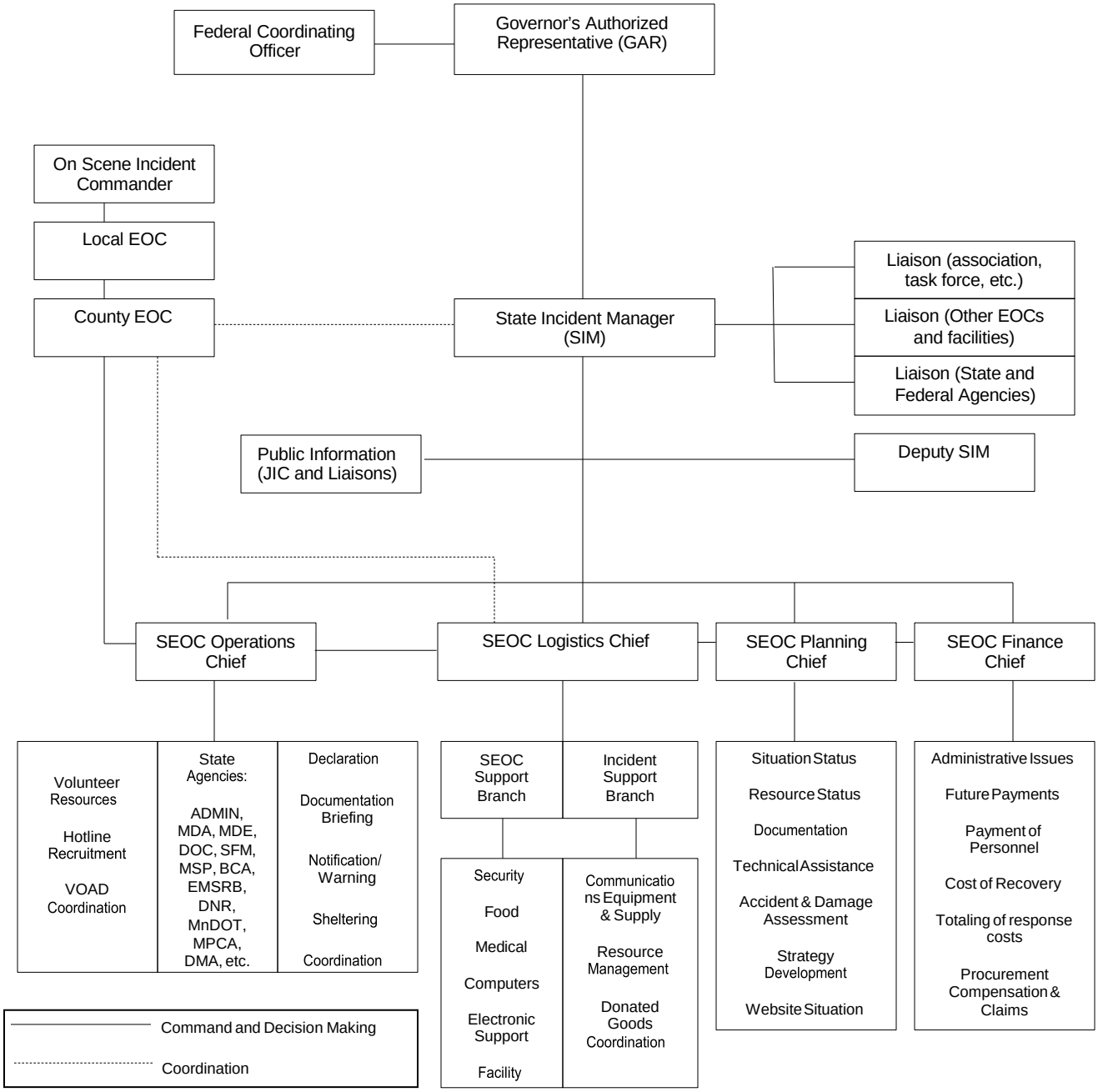
Chart A

STATE OF MINNESOTA EMERGENCY OPERATIONS CENTER ORGANIZATION CHART



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VII. COORDINATION ACTIVITIES PERFORMED AT THE STATE EMERGENCY OPERATIONS CENTER (SEOC)

The coordination activities performed at the SEOC will vary, depending upon the type of disaster/emergency involved and the location of the SEOC. The general functions to be performed are as follows:

A. Coordinate with the Local Government(s) Affected by and/or Involved with the Response to the Disaster/Emergency.

1. In the event of a nuclear generating plant incident, HSEM will coordinate with the affected county EOCs to:

    a. Provide both operational and public information
    b. Provide radiological guidance
    c. Provide Protective Action Decisions (PADs)

2. Coordinate the State Agencies' Response to the Disaster/Emergency. Continuously inform the response organizations of the emergency classification level and the recovery. In the event of a nuclear generating plant incident, these ECLs are: Alert, Site Area Emergency and General Emergency.

3. Coordinate with FEMA and any other federal government agencies that are directly affected by or involved with the response to the disaster/emergency.

4. Coordinate with any businesses/industries directly affected by and/or involved in the response to the disaster/emergency.

5. *In the event of a nuclear generating plant incident*, HSEM will coordinate with the utility company's technical support center (TSC) located at the plant Emergency Operating Facility (EOF) adjacent to the plant and utility company staff located at the JIC.

6. Coordinate with any surrounding states directly affected by, and/or involved in, the response to the disaster/emergency.

7. Generate appropriate public information. That information will normally be disseminated from the Minnesota JIC, through the news media. (See Annex C: Public Information.)

8. Coordinate with any volunteer agencies/organizations (Red Cross, Salvation Army, MNVOAD etc.) actively involved in the response to the disaster, in order to ensure that the immediate needs of the victims are being met and to obtain their initial damage estimates.

    Note: If emergency operations are relocated to the ASEOC, these coordination activities remain the same.

VIII. SEOC CAPABILITIES

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IX. IMPLEMENTING PROCEDURES

Individual state agencies are responsible for maintaining their own implementing procedures.

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I. PURPOSE

The purpose of this annex is to provide an overview of emergency public information dissemination in the event of a major disaster/emergency. (Note: For a description of the responsibilities assigned and the systems used in disseminating notifications and warnings, see Annex A: Notification and Warning.)

II. OFFICIALS/AGENCIES RESPONSIBLE FOR PUBLIC INFORMATION

Agency	Responsibility Summary Responsibility
MDA	**P:** In conjunction with partner agencies, support the state PIO response to a major disaster or food and agriculture emergency. **S:** Support the state PIO response to a major disaster or emergency in the event of a food and agricultural incident.
BAH	**P:** In conjunction with the MDA, support the state PIO response to a major disaster or emergency by serving as technical experts in the event of an animal disease emergency.
MDH	**P:** Support the state PIO by fulfilling the duties of the lead health PIO, assuming primary responsibility for the completeness and accuracy of health-related messages disseminated in response to an incident, including the identification of appropriate messages and spokespersons. **C:** Coordinate and support public communications activities of local health departments, health care providers, and other partner agencies and organizations with a role in the public health response to an incident. Use appropriate vehicles to assure consistency of health-related messages disseminated in connection with an incident. **S:** Support the state PIO response to a major disaster or emergency by serving as technical experts in the event of a public health emergency where the overriding concern is a public health threat.
DLI	**S:** Support the state PIO responses to major disaster or emergency by serving as technical experts in the event of an emergency that impacts the state's building and structures.
DNR	**P:** Support the state PIO response to a major disaster or emergency by serving as technical experts in the case of wildfire. **C:** Work with interagency partnerships (MNICS) under the National Incident Management System (NIMS) to prepare and implement wildfire communications plans. **C:** Coordinate with MDH, BAH, and MDA to ensure proper educational materials are available to hunters, wildlife enthusiasts, the poultry industry, the health care community and the general public.
DPS	**P:** Fulfill the duties of the state PIO; support the PIO. **C:** Oversee implementation of the community relations program.
Mn/DOT	**C:** Maintain the state radio communications systems essential to operations during a HPAI or influenza pandemic outbreak. **S:** Support the state PIO response to a major disaster or emergency by serving as technical experts in the event of an emergency that impacts the state's transportation infrastructure.
Revenue	**C:** Provide materials or guidance to clients about fulfilling their tax obligations.
MN.IT	**S:** Support the state PIO by serving as technical experts in case of cyber security or enterprise technology event.
DEED	**C:** Provide materials or guidance to clients on the employment and economic impacts of disasters as needed.
P=Primary	**C**=Coordination **S**=Support

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A. State Government.

1. Office of the Governor. The Governor will normally assume the role of chief spokesperson, following a major disaster or emergency that involves a multiple state agency response or affects a large segment of the population. However, the Governor's press secretary or another staff member designated by the Governor may be the chief spokesperson throughout the disaster period. For the purposes of this plan and actual disaster operations, the chief spokesperson will be called the state public information officer (PIO). The state PIO will have complete access to all necessary information, regarding the response to the disaster or emergency. Specific responsibilities of the state PIO are to, in a timely manner:

    a. Coordinate the release of all public information with the affected state agencies, regarding their activities in support of disaster operations.

    b. Coordinate actions with the designated PIOs representing the Federal Emergency Management Agency (FEMA), interagency partnerships, other federal agencies, voluntary agencies and local governments involved in the disaster response.

    c. Coordinate actions with the designated PIOs from any businesses or industries that have direct involvement in the response to, or the recovery from, the disaster.

    d. Coordinate rumor control, through the Information Hotline.

2. Department of Agriculture (MDA). MDA in coordination with supporting agencies are responsible for making information available to the public, regarding food and animal disease emergencies. Additionally, MDA is responsible for making information available to the public (through the development of fact sheets, talking points, and any other vehicles for information sharing), regarding food safety and agricultural chemical incidents or other agricultural emergencies. MDA will:

    a. When requested, work with HSEM to support the state PIO, serving as technical experts.

    b. Request HSEM to activate the Joint Information Center (JIC), as appropriate.

    c. Help establish local and regional information centers, as appropriate, and assure that the state PIO and local/regional PIOs maintain close communication with each other.

    d. Coordinate with partnering agencies to ensure proper educational materials are available to the food and agricultural sector, general public and health care communities.

3. Board of Animal Health (BAH). BAH will coordinate with MDA to make information available to the public, regarding animal disease emergencies.

    a. When requested, work with HSEM to support the state PIO, serving as technical experts.

    b. Request HSEM to activate the JIC, as appropriate.

    c. Help establish Local and Regional Information Centers, as appropriate, and assure that the state PIO and local/regional PIOs maintain close communication with each other.

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d. Coordinate with MDH to ensure proper educational materials are available to hunters, wildlife enthusiasts, the poultry industry, the health care community and the general public.

e. In conjunction with the JIC and local and regional PIOs, identify strategies for message delivery.

f. Coordinate the development of fact sheets, talking points and other vehicles for information dissemination, in an animal disease emergency.

4. Department of Health (MDH). In the case of a public health threat or emergency, MDH is responsible for ensuring that clear, scientifically based health information and messages are disseminated to the public and are charged with the following tasks:

a. Serve as technical experts when public health is the overriding concern. For any other disaster or emergency, support the state PIO.

b. Staff the position of lead public health PIO and public health emergency spokesperson, with responsibility for coordinating and delivering messages addressing the public health aspects of an incident. Provide support and backup for the state PIO as appropriate.

c. Ensure that appropriate public health leadership and staff are available to fulfill spokesperson responsibilities when necessary.

d. Identify communications staff to participate in JIC activities and coordinate other aspects of the communications process, as it relates to public health issues and concerns.

e. Identify public health issues and concerns that may need to be addressed through publicly disseminated information and messages, including emergency messages relating to self-protection and interventions to protect the public's health.

f. To the extent possible, develop pre-scripted informational materials that involve potential public health concerns, including fact sheets, talking points, news release templates, web postings, Facebook postings, tweets, other social media products, and other vehicles as appropriate.

g. Monitor media reports, hotline traffic, reports from local health departments, Facebook and Twitter traffic, and other sources of information to identify and address unanticipated public health concerns, rumors, and other issues that may arise during an event. As necessary, develop messages and informational products to address these concerns.

h. Use appropriate vehicles to communicate critical information to local health departments, health care providers and other external public health partners. Vehicles may include but are not limited to Health Alert Network messages, MDH hotline operations, conference calls and teleconferencing, MDH password-protected website (the Workspace), MDH Virtual Joint Information Center, one-on-one consultation by phone and face-to-face, and informal communications vehicles.

i. Operate a hotline to provide health-related information to the public when the state emergency operations center (SEOC) hotline is not activated. If the MDH hotline is

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overwhelmed, request activation of the SEOC hotline to handle calls from the public, so the MDH hotline can be reserved for use by public health personnel and health care professionals.

j. When the SEOC hotline is activated, use the MDH hotline to provide information to public health agencies and healthcare professionals, and refer calls from the public to the SEOC hotline.

k. Use the MDH telephone hotline to provide information to public health agencies and health care professionals. Public calls will be referred to the SEOC hotline if it is activated. If the SEOC hotline is not activated, public calls will be taken by the MDH hotline. If capacity of the MDH hotline is exceeded, activation of the SEOC hotline will be requested to handle calls from the public, so the MDH hotline can be reserved for use by public health agencies and healthcare professionals.

l. Identify groups within the broader population who may need to receive targeted messages and information about health concerns, including groups that may face special communication barriers or have other functional needs.

m. To the extent possible, make public health information and materials available in multiple languages, to meet the needs of state residents with limited English skills.

n. Work with the state PIO to disseminate health-related messages and information, and to identify appropriate vehicles for dissemination of messages to the public and to targeted groups within the broader population. Vehicles may include, but not limited to, news releases, fact sheets, talking points, media briefings and availabilities posting of information on the HSEM and MDH websites, tweets, Facebook postings, and other social media vehicles.

o. Work with local public health departments, hospitals, health care providers, and other health-related agencies and institutions to ensure coordination of public information activities and consistent messages relating to events that involve an actual or potential threat to public health.

p. Support and assist the state PIO and other agencies in providing health-related information during events where public health is not the sole or primary concern, e.g., incidents involving nuclear generating plants, terrorist acts, natural disasters, explosions, fires or chemical releases.

5. Department of Labor and Industry (DLI). The Minnesota Department of Labor and Industry, Construction Codes and Licensing Division has the responsibility of assessing damage to state buildings and to assist local governments upon request. The division may be called upon to advise the state PIO of the outcome of such assessments.

6. Department of Natural Resources (DNR). In the case of wildfires, DNR is responsible for ensuring that clear messages are disseminated to the public. DNR is charged with the following tasks:

a. Fulfill the duties of the state PIO, working with DPS. The Governor may request that DNR designate a person to serve as state PIO.

b. Request HSEM to activate the JIC as appropriate. HSEM will provide the same support to the JIC and PIO that is provided under other emergency situations (see II.A.6.a, below).

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c. Establish a local public information center (LPIC) near the wildfire, as appropriate, and assure that the state PIO and local PIO maintain close communication with each other and with the MNICS Incident Management Team PIO, which is ordered and works for the DNR Forestry Region or Federal Wildland Fire Agency having jurisdiction.

d. Work with the Minnesota Incident Command System (MNICS) partnership to coordinate communications with all participating agencies. (MNICS partner agencies, under agreement are; HSEM, MN DNR, US Forest Services, US Fish & Wildlife Services, National Parks Services, and the Bureau of Indian Affairs.)

7. Department of Public Safety (DPS).

a. Office of Communications.

1) Fulfill the duties of the state PIO. The office director or his or her designee from the Office of Communications may be called upon to perform the duties of the state PIO on behalf of the Governor's office.

2) Support the state PIO in the dissemination of emergency public information. This office has day-to-day responsibilities that require frequent contact with the media. For this reason, it may be asked to facilitate the release of emergency public information.

3) Operate the state Joint Information Center (JIC).

4) When possible, develop pre-scripted informational materials that address life safety issues associated with disasters and emergencies including videos, fact sheets, talking points, news release templates, web and social media postings.

5) Monitor mainstream media reports, blogs, hotline information, social media traffic, and other sources of information to identify and address unanticipated life safety concerns, rumors, and other issues that may arise during an event. As necessary, develop messages and informational products to address these concerns.

b. Bureau of Criminal Apprehension (BCA).

1) In the case of a nuclear generating plant rapidly escalating event, BCA will coordinate Emergency Alert System (EAS) activities. (See Annex A: Notification and Warning for EAS warning activities.)

2) In the case of a hostile action the BCA will be the lead state investigative agency.

c. State Patrol Division. Act as net control for the National Warning System (NAWAS) within the state for the dissemination of national and local emergency information and warning.

d. Division of Homeland Security and Emergency Management (HSEM).

1) Fulfill the duties of the state PIO. Because the division has overall responsibility for coordinating state agency response to a disaster and the direct responsibility for requesting disaster assistance, the Governor may request that HSEM

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designate a person to serve as a state PIO. A state PIO will be assigned from the Office of Communications

2) Support the state PIO in the dissemination of emergency public information in situations where it is necessary to activate the JIC (see III. Joint Information Center, below). HSEM is responsible for activation of the JIC and will assist the state PIO in arranging for news conferences or briefings. The division will perform other tasks, as assigned by the state PIO, in support of the dissemination of public information. HSEM also works with the state PIO to arrange for sign language interpretation for the Governor when he travels to disaster sites or addresses the citizens of Minnesota, following a disaster. (Additional information, regarding the specific procedures involved in activating the JIC, is contained in HSEM Standard Operating Guidelines.)

3) Serve as a source of public information for the state PIO. HSEM staff members, including regional program coordinators who are directly involved with disaster operations, will provide pertinent information to the state PIO, concerning the disaster situation.

4) Develop and distribute pamphlets and guidance materials. As one of its ongoing responsibilities, HSEM distributes a variety of disaster response and recovery-related documents that are intended for public use. In addition to the normal distribution, HSEM will make these materials available following a disaster.

5) Maintain close communications with FEMA's community relations program, and coordinate the distribution of public information materials related to recovery programs and the opening of disaster recovery centers (DRCs) with FEMA. When a disaster is federally declared, the state relies upon FEMA's community relations teams for disseminating recovery information. HSEM may obtain sign language interpretive services for DRCs, in cooperation with the Department of Human Services, Deaf and Hard of Hearing Division.

6) Arrange for the Governor to speak to the entire state, via EAS, if deemed necessary.

7) Operate the information hotline (rumor control) if needed, incorporating relay service for handling calls from the deaf and hard of hearing populations. Non-English language interpretive services are also available for hotline operations, from Language Line Services, through MN.IT Services. The state PIO coordinates the dissemination of all hotline numbers to the media.

8) Coordinate and distribute intelligence information.

9) Coordinate Emergency Alert System (EAS) activities, during disaster response and recovery operations. (See Annex A: Notification and Warning for EAS warning activities.)

8. Department of Transportation (Mn/DOT). Mn/DOT has responsibilities for making information available to the public, regarding road closures, detours, emergency orders affecting commercial vehicle regulation in support of a major disaster or emergency response. In keeping with this responsibility, Mn/DOT:

   a. Communications staff will, in consultation with department management and program staff, identify state transportation and traffic control issues in response to a disaster,

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terrorist event, wildfire, or public health crisis that will or may need to be addressed through public information and coordinate the dissemination of necessary information with the state PIO.

b. Communications staff will, in consultation with Mn/DOT managers and program staff, identify affected target audiences for messages dealing with issues and concerns, regarding the state's transportation infrastructure.

c. Will, in conjunction with the state PIO, identify strategies for message delivery, including internet postings.

d. Develops pre-scripted messages, fact sheets, talking points and other vehicles for dissemination when an emergency occurs, utilizing dynamic message signs and other traveler information services for further dissemination of information as requested. Participate in news conferences and briefings as appropriate.

e. Maintain the state radio communication systems essential to operations during a HPAI or influenza pandemic outbreak.

9. Department of Revenue. The department of Revenue will provide materials or guidance to clients about fulfilling their tax obligations.

10. MN.IT Services (MN.IT). In the case of a major enterprise technology outage, or cyber security event, MN.IT is responsible for ensuring that clear messages are disseminated to the public. MN.IT is charged with the following tasks:

    a. Coordinate with the state PIO.

    b. Coordinate the development of fact sheets, talking points and other vehicles for information dissemination with state PIO.

11. All Other State Agencies. State agencies are charged with the following emergency public information responsibilities:

    a. Provide the state PIO, if requested by the Governor.

    b. Serve as a source of public information for the state PIO. Each state agency that is involved in the response to the disaster will need to provide pertinent public information to the state PIO for dissemination to media sources and, as appropriate, fact sheets for distribution to the public. State agency representatives may also be asked to participate in news conferences and briefings.

B. Local Governments. Local government officials are responsible for the release of all public information regarding their response to the event.

1. County PIO Liaisons may be located at the JIC in order to coordinate the dissemination of information, regarding local government activities.

2. Many local governments have pre-designated their PIO and the facility that they will use as a news briefing room.

C. Federal Agencies. The chief spokesperson for the Federal Emergency Management Agency (FEMA), the Nuclear Regulatory Commission (NRC) and any other responding federal government agency is expected to release their information from the Minnesota JIC.

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D. Responsible Party. Parties responsible for certain types of accidents or incidents will be asked to provide a spokesperson for the JIC.

1. *In the event of a nuclear generating plant incident* or widespread power outage, the chief spokesperson for the utility company will be available for news conferences and briefings held at the JIC.

2. In the event of a *high-level radioactive waste transportation accident/incident*, the shipper and/or carrier of the materials involved will be asked to provide a spokesperson for the JIC.

3. In the event of a catastrophic hazardous materials release, the chief spokesperson for the responsible party will be asked to provide a spokesperson for the JIC.

III. JOINT INFORMATION CENTER

A. Concept of Operation. Depending on the severity and duration of the disaster, it may be necessary to activate the Joint Information Center (JIC). The purpose of this facility is to serve as a media briefing area; to centralize the release of all public information, relating to the disaster; and to provide a forum for news media representatives to collectively gather critical information concerning disaster operations.

B. Location.

1. PrimaryLocation

   NOT PUBLIC DATA; HAS INTENTIONALLY BEEN ROMOVED

2. Alternate Location. If the state PIO determines that the JIC is unavailable or unsuitable, he or she will identify an alternate location.

C. Activation.

1. The Division of Homeland Security and Emergency Management may activate the JIC for a major disaster/emergency, when multiple agencies are involved.

2. In the event of an Alert, Site Area Emergency or General Emergency at the Monticello or Prairie Island Nuclear Generating Plant, HSEM is responsible for JIC activation. (See HSEM Standard Operating Guidelines for details.)

D. Policies and Procedures.

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1. If the JIC is activated, all local, state and federal agencies (and in some cases private sector agencies and businesses) involved in the response to the disaster will be asked to provide a spokesperson. In the event of a serious incident at the Prairie Island Nuclear Generating Plant, both state and local PIOs from Wisconsin will issue their public information releases from the Minnesota JIC.

2. Direction of, and decision-making about, JIC operations are the responsibility of the JIC management team. The team determines the content of news briefings and the order of presenters. It consists of one representative from each of the following and may expand its membership, if necessary:

    a. The state of Minnesota

    b. Adjacent states involved in the disaster

    c. Private industry or responsible party(ies)

    d. The federal government

    (See Joint Information Center procedures for details of operation.)

3. Spokespersons at the JIC are expected to speak on behalf of the agency or organization they represent and to confine their remarks to the specific actions being taken by that agency or organization.

4. Due to operational considerations, news media personnel may not be permitted to have access to the State Emergency Operating Center (SEOC), while that facility is activated unless authorized by the State Incident Manager (SIM).

5. After the activation of the JIC, news conferences and/or briefings will be conducted on a regular basis throughout the duration of the disaster or emergency. The state PIO will determine the briefing schedule in consultation with the SIM and the JIC management team.

6. To support news conferences or briefings, HSEM and other appropriate state agencies provide maps, charts, status boards, schematics or other displays that clearly depict the disaster situation, as needed.

7. Local Information Centers.

    a. County and city governments that are affected by the disaster may activate a local information center. The information disseminated from this facility is limited to that which has local implications only.

    b. It is incumbent upon the local PIO and the state PIO to communicate regularly to ensure the coordinated release of public information.

    c. In the event of a nuclear generating plant incident, it is the responsibility of the local public information officer to provide a spokesperson for the state JIC, when asked to do so. The specific details, concerning the local public information effort during a nuclear generating plant incident, are contained in the Sherburne County, Wright County, Dakota County and Goodhue County/City of Red Wing nuclear generating plant plans.

IV. PUBLIC EDUCATION

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A. General. HSEM is committed to the dissemination of news releases, emergency pamphlets and live broadcasts relating to emergency preparedness efforts, in the event of a major disaster or emergency.

1. Publications. HSEM has developed or obtained publications for individuals to use to better prepare themselves and their families to respond in the event of a major disaster or emergency. These publications are available to:

   a. Local governments to provide to the citizenry.

   b. Businesses and industries to provide to their employees.

   c. The public, through distribution at state and county fairs, training classes and presentations.

   d. School districts, nursing homes, hospitals, childcare programs and vulnerable adult care programs.

2. Public Awareness Campaigns. HSEM conducts two awareness campaigns annually to increase public awareness of the emergency preparedness steps to plan for and take in the event of:

   a. Tornado as well as severe spring and summer weather

   b. Winter hazards

3. HSEM Internet Site. Emergency planning and preparedness information is also available from the HSEM website at http://hsem.dps.mn.gov. During a significant emergency, timely public information, news releases and recovery information will also be available on an EOC specific website as well as on HSEM social media sites.

4. These materials will be made available in alternate formats when requested.

B. Nuclear Generating Plant Incidents. The state is committed to the annual dissemination of information to the news media and to the public, regarding emergency plans and procedures to be followed in the event of a serious nuclear generating plant incident. This public information effort shall include: radiation facts, emergency contacts, who they call for information, how the public will be notified, protective actions the public may be asked to take, guidance on obtaining assistance for the mobility-impaired, and guidance to farmers and the general public, regarding contamination prevention (e.g., milk, water and food products).

1. Publications.

   c. Northern States Power Minnesota (NSPM) and HSEM jointly developed Emergency Planning Guides (brochures that discuss nuclear generating plant accidents, emergency procedures, etc.). Every effort has been made to ensure that all residents living within the Emergency Planning Zones (EPZs), including visitors, have received copies of these materials. These brochures were disseminated to the public in a variety of ways, including:

      1) Hand delivery to nursing homes, hospitals, etc.

      2) Brochures are posted on the NSPM and HSEM website.

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3) Mailing to permanent EPZ residents.

Extra effort is made to ensure that these planning guides are available to visitors located within the 10-mile EPZ of each nuclear generating plant. Consequently, transient brochures have been given to all hotels, motels, service stations, parks, etc.

d. HSEM will make ingestion pathway information available to farmers, food producers and distributors within the 50-mile ingestion pathway EPZ during emergencies.

2. Other Public Education Activities.

a. On several occasions, HSEM has initiated, a training session designed to acquaint members of the public with state and local emergency response plans for nuclear generating plant incidents. The division is fully prepared to conduct this informational program whenever it is requested.

b. Local government officials have conducted public meetings within the Prairie Island or Monticello EPZ, in order to explain local plans and procedures.

c. Numerous articles, regarding drills and exercises, have been placed in both statewide and local newspapers, reminding the public of the various planning efforts.

d. NSPM has conducted public education programs with emphasis on non-technical explanations of how nuclear generating plants operate, the nature of radiation, etc. They have also made various publications, dealing with nuclear energy, radiation, etc., available.

e. Affected county emergency managers have made use of county fairs for public information/education.

f. HSEM conducts public information training for state and local government PIOs and emergency managers as well as private sector PIOs.

3. Media Education Activities. Annually, the state, county and utility distribute joint news media information and invitations to training seminars to acquaint news media in the local area with emergency plans. These mailings disseminate radiation information concerning points of contact for release of public information in a disaster/emergency. A follow-up training seminar is conducted for media representatives, when requested.

V. SUPPORTING DOCUMENTS

A. Minnesota Duty Officer Procedures

B. HSEM Standard Operating Guidelines

C. Joint Information Center Procedures

D. Minnesota Department of Health All-Hazard Response and Recovery Plan

E. Minnesota Department of Health Pandemic Influenza Support Annex

F. Minnesota Disaster Management Handbook, Section IV, contains information regarding the

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interface between FEMA's community relations programs and the state PIOs

G. Northeastern Minnesota Wildfire Integrated Response Plan

H. Radiological Emergency Preparedness Hostile Action Based Events Plan Supplement

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I. PURPOSE

The purpose of this annex is to provide a general description of the accident and damage assessment responsibilities assigned to state agencies.

II. OVERVIEW OF ACCIDENT/DAMAGE ASSESSMENT

A. Accident Assessment. Accident assessment is the process by which public officials determine whether an actual or potential hazard to the health of the public exists. This term is most often used in connection with a hazardous materials and/or radiological accident/incident. (See Annex F: Health Protection, regarding other threats involving public health.)

B. Damage Assessment. Damage assessment consists of activities undertaken to determine the severity and magnitude of a disaster or emergency.

III. CONCEPT OF OPERATIONS

A. Accident Assessment.

1. General. Depending on the type and scope of the disaster/emergency, a team of state agency representatives will be assembled in an offsite location. This team will:

    a. Evaluate the incident to determine its impact on people and the environment.

    b. Develop protective action decisions, if warranted.

    c. Provide technical assistance (e.g. toxicologists, engineers) to local officials, as requested.

    d. Provide guidance to local officials on re-entry into the affected area.

    e. Provide guidance to first responders and the medical community, if requested, on treatment and decontamination of any victims.

    f. Provide follow-up analysis and guidance as needed for exposure concerns and precautions to be taken after the incident.

2. Accidents/Incidents involving hazardous materials, state agencies will:

    a. Provide technical support in the areas of chemical storage, product characteristics, product hazards and toxicological information about the product involved in the incident.

    b. Make regional hazardous materials chemical assessment teams available through the Minnesota Duty Officer (MDO) and subsequently authorized by HSEM, when requested by local authorities, to assist in assessing the hazards of the incident.

    c. Provide guidance to local officials, if requested, regarding the vulnerable zone around the incident and for security and re-entry into the affected area.

3. A nuclear generating plant incident, state agencies will:

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a. Communicate with the affected nuclear generating plant to determine the potential radiation dose to the public, through computer modeling and actual survey readings.

b. Obtain information on radiation and contamination levels, during the plume phase, to establish the boundary of radiological deposition and the identification of any areas where radiation levels may require protective actions. (Maps indicating Pre-determined Radiological Monitoring Points at the Prairie Island and Monticello Nuclear Generating Plants are on file in the State EOC.)

c. Commence off-site recovery operations when the affected plant is in a controlled and stable condition (e.g., stable reactor shutdown with direction towards a cold shutdown condition) and releases to the environment have terminated or decreased to normal operating limits. Since exposure to an airborne radioactive plume no longer exists (or is of insignificant consequence) in this phase, emergency response efforts are redirected towards assessing radiation levels and the amount of radiological contamination in the environment, in order to determine the need for modifying, canceling or initiating protective actions for the public.

4. Accidents/Incidents involving radioactive materials, state agencies will:

a. Ensure that resources and field equipment are deployed to determine type and extent of radiological contamination.

1) Develop appropriate protective action decisions for first responders.

2) Ensure that local officials have adequate information to safely secure the area of contamination where potential exposures could exceed standards.

3) Provide information to first responders and medical personnel at area hospitals regarding decontamination and transport of victims.

4) Provide analytical services to verify field measures on types and amounts of radiation in the field or provide analytical services to verify precautions implemented based on types and amounts of radioactivity.

5. Animal disease outbreak/agroterrorism incident, the Board of Animal Health will:

a. Evaluate the incident and its potential impacts on animals.

b. Develop protective action decisions, as needed, to mitigate impacts.

c. Provide guidance to local units of government and medical facilities, regarding disease prevention and control.

B. Damage assessment. Major disasters/emergencies may result in the following damage assessment efforts, in the order shown:

1. Local Damage and Impact Assessment. Since most disasters involve damage to public property, local government normally has the primary responsibility for its assessment. Therefore, state agencies may not be directly involved. There are three exceptions to this:

a. State agencies have the primary responsibility to assess the damage to state-owned property and/or facilities such as state roadways, state-owned public buildings, state parks/lands, etc.

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b. State agencies may be asked to supplement local government efforts to assess disaster damages, particularly during major disasters when local government may not have adequate resources.

c. State agencies may be responsible for assisting with the repair and rehabilitation of facilities, which they regulate. Usually this responsibility includes plan review and approval of any corrective action needed after damage from disaster. This could include water treatment facilities and distribution system; wastewater treatment facilities and collection systems; nursing homes, hospitals, restaurants, lodging facilities, etc.

2. Preliminary Damage Assessment (PDA). In events where the public infrastructure damages do not reach the level eligible for the FEMA Public Assistance Program, state disaster assistance for local governments may be made available.

a. State public infrastructure assistance provides cost-share assistance to local governments who meet statutory requirements identified and defined in Minnesota Statutes, Section 12B.

b. The preliminary damage assessment process is a mechanism used to determine the impact and magnitude of damage and the resulting unmet needs of individuals, businesses, the public sector and the community as a whole.

c. Information collected is used as a basis for the Governor's request for assistance and by FEMA to document the recommendation made to the President in response to the Governor's request.

d. If the local damage and impact assessment estimates are substantial, HSEM will ask FEMA to conduct a PDA. The PDA is an on-site inspection of the major disaster damage locations only. Its purpose is to determine if damages are significant enough to request a Presidential Declaration of a Major Disaster.

e. The PDA process for public infrastructure damages is reported in seven categories, representing the types of damages that typically occur as a result of a disaster. Those categories are:

Category A - Debris Clearance
Category B - Protective Measures
Category C - Road Systems
Category D - Water Control Facilities
Category E - Public Buildings and Equipment
Category F - Public Utilities
Category G - Other

f. Damages to homes and businesses are reported under the following categories of damage: Destroyed, Major, Minor and Affected.

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IV. OFFICIALS/AGENCIES RESPONSIBLE FOR ACCIDENT/DAMAGE ASSESSMENT

Agency	Responsibility Summary Responsibility
ADMIN	**P:** Insurance issues related to state buildings.
MDA	**P:** Conduct assessments of public issues relating to safe food and water, agricultural chemical and disease prevention during incidents. **S:** Provide a supporting role in environmental sampling activities.
BAH	**P:** Assess animal disease outbreak situations to control and prevent further occurrence of disease, including disease outbreaks related to foreign animal diseases, such as foot and mouth disease and exotic Newcastle disease.
COMM	**C:** Coordinate with insurance industry representatives to provide on-site claims adjusters. **S:** Assist individuals in filing claims and notifying their insurance companies to assess damages, including disseminating relevant claims information and documenting damages sustained as needed.
MDH	**P:** Coordinate assessments of public health issues during all phases of disaster relief and recovery, such as the provision of safe food and water supplies, disease prevention, proper delineation and security of zones where exposures could cause human health consequences, protection of public with appropriate protective action decisions. **P:** Assess disease outbreak situations to control and prevent further occurrence of disease, including disease outbreaks and bio-terrorism attacks. **S:** Provide technical assistance to damage/accident assessment teams, during biological, chemical or non-nuclear generating power plant radiological accidents/incidents. **S:** For nuclear generating plant accidents/incidents, assist with radiological accident assessment; provide technical assistance to damage assessment teams.
DLI	**S:** Assessment of disaster-related employee injury/fatality. Accident/damage assessment activities related to buildings.
DMA	**S:** Provide equipment and/or personnel, as needed.
DNR	**P:** Damage assessment of timber, natural habitat, fish and wildlife. **S:** Damage assessment of public buildings/facilities and road systems.
PCA	**S:** Assess environmental impact and damage to publicly-owned waste disposal systems.
DPS	**C:** Overall responsibility for coordinating accident/damage assessment activities; aerial photography.
DOR	**S:** Coordinate with county assessment officials to assist local government in damage assessment of private homes and businesses, and provide guidance relating to property tax relief.
Mn/DOT	**S:** Provide personnel and engineers to assist with accident/damage assessment.
MN.IT	**S:** Assist with damage assessment of telecommunications infrastructure in state-owned and leased buildings impacted by the disaster.
P = Primary	**C** = Coordination **S** = Support

A. Department of Administration (ADMIN).

1. Risk Management Division (RMD). RMD will process insurance claims through the state's self-insurance program if the government entity impacted is participating in the program. If the government entity is not participating in the program, RMD will provide insurance advice. If the impacted entity is in the private sector, they must contact their own insurance company.

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a. Assists state agencies with their property insurance needs, including processing claims, in coordination with reinsurance and FEMA, if applicable.

b. Conduct or coordinate the damage assessments for agencies that have damaged property covered by RMD insurance.

2. Real Estate and Construction (RECS). RECS will coordinate and manage architectural/engineering services and associated construction for the reconstruction of state-owned buildings

B. Department of Agriculture (MDA).

1. Accident Assessment. Coordinate assessments such as safe food and water, agricultural chemical, and disease prevention during incidents. MDA will coordinate with other state agencies to conduct environmental sampling activities. Environmental measurements and samples to be made/collected during the ingestion/recovery phase are:

a. Vegetation, water, soil or product samples.

b. Milk, garden vegetables, crops, fruits, etc., if appropriate and/or available (for early assessment of foodstuff contamination levels).

c. Food retail and processing facility samples.

d. Animal feed and feed ingredients.

e. Analyze samples at the MDA laboratory as appropriate.

f. Make recommendations on actions required to mitigate food and agricultural damage.

2. Damage assessment. MDA will assist in the preparation of an assessment of agricultural losses incurred during a disaster by providing supporting data that may be appropriate. The primary responsibility for conducting an agricultural damage assessment rests with each county emergency board (CEB). Such boards normally consist of a representative from each of the following: the Natural Resource Conservation Service (NRCS), the Consolidated Farm Service Agency (CFSA) and the County Agricultural Extension Agent. (The CEB, NRCS, CFSA and, in most cases, the county Ag Extension Agency are USDA organizations.)

C. Board of Animal Health (BAH). BAH will assess animal disease outbreak situations to control and prevent further occurrence of disease, including disease outbreaks related to foreign animal diseases, such as Foot and Mouth disease and Exotic Newcastle Disease.

1. Assist in investigation to define cause of event, whether it is a natural occurrence or an act of bioterrorism.

2. Assist in preparation of assessments of livestock losses and disease containment costs.

D. Department of Commerce (COMM).

1. Coordinate with insurance industry representatives to provide on-site claims adjusters. Commerce will assist in providing information regarding the extent of insurance coverage in the affected area.

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2. Assist individuals in filing claims and notifying their insurance companies to assess damages, including disseminating relevant claims information and documenting damages sustained as needed.

E. Department of Health (MDH).

1. Accident assessment:

a. MDH will assist with development of protective action guidance to local public officials for emergency workers and the public. (See Annex F: Health and Safety Protection for additional information, regarding the assessment responsibilities of the Department of Health.)

b. *In the event of a nuclear generating power plant radiological accident/incident*, assist with development of protective actions by coordinating sampling activities:

1) Through contracted field teams, coordinate the sampling activities of ambient gamma and beta radiation levels at 3-feet and at 3-inches from the ground.

2) Through State Hazardous Materials Teams, coordinate the monitoring and sampling activities of ambient gamma and beta radiation levels at 3-feet and at 3-inches from the ground.

3) Coordinate the collection of air samples used for assessing the degree of radio-nuclides with the state field teams.

4) Analyze samples at the MDH Radiochemistry Laboratory and by other available federal or private laboratories. Data generated from these analyses are sent to the Planning and Assessment Center at the SEOC or to designated locations, as directed by the SEOC Planning Chief.

(The environmental radiation data collected by the field teams is used by Planning and Assessment staff to determine if existing protective actions can be modified or terminated and to determine if additional protective actions are necessary - especially in any "footprint" areas.)

c. In the event of a non-nuclear generating power plant radiological accident/incident, develop the protective actions and coordinate sampling activities:

1) Develop protocol for the measurement of radiation levels, air and other environmental sampling, as appropriate.

2) Coordinate the radiological monitoring and sampling activities.

3) Analyze samples at the MDH Radiochemistry Laboratory and by other available federal or private laboratories, as appropriate.

d. Determine, when appropriate, the potential for epidemic conditions following a disaster by conducting an assessment of ill or injured persons, using interview, sample and statistical techniques.

2. Damage assessment:

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a. MDH will provide technical assistance personnel (engineers and environmental health specialists) to staff federal/state damage assessment teams. Such teams will:

1) Conduct damage assessments and assist in the preparation of Project Worksheets for health and public water facilities damaged by a disaster.

2) Assist communities in determining the cost of repairing or replacing damaged health facilities and public water distribution systems.

F. Department of Labor and Industry (DLI).

1. Accident assessment:

a. MN OSHA must respond to a catastrophe when employee fatalities/serious injuries are involved.

1) It is MN OSHA's responsibility to determine the cause of such accidents/incidents so that similar hazards to workers are prevented or minimized in the future.

2) The MN OSHA investigation will determine if occupational safety and health standards were violated.

3) MN OSHA will not take actions during the emergency response phase, which detract from the authority of the incident commander or interfere with the response activities of other response agencies. Imminent danger situations noted by a MN OSHA investigator will be pointed out to the incident commander.

4) In the post-emergency phase, MN OSHA will work cooperatively with other agencies to gather evidence to determine the cause of the accident/incident, which affected worker safety and health.

b. The Construction Codes and Licensing Division will respond to an emergency involving damage to state owned buildings.

1) The commissioner of Labor & Industry may direct the state building official to assist a community that has been affected by a natural disaster with building evaluation and other activities related to building codes (per MS 326B.106).

2) The Division also has completed a Disaster Preparedness Manual for building officials and maintains a response team.

2. Facilities Response Team.

a. The team will assist state, county and local government entities with preliminary damage assessments and building evaluation when a public building is affected by a disaster, when requested.

b. This team will also identify resources that are available to assist with other related activities.

c. If multiple buildings are affected they will be prioritized based on health, safety and welfare of occupants.

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d. Under this scope, a disaster is defined as any event that would cause damage to a publicly-owned building that would prevent safe occupancy. Provide building inspections and division personnel to conduct damage assessments, as needed.

G. Department of Military Affairs (National Guard). Damage assessment: When requested in accordance with established procedures, and on order of the Governor, the National Guard may be requested to support the damage assessment process by providing equipment and/or personnel, as needed.

H. Department of Natural Resources (DNR).

1. Accident assessment: DNR will conduct ingestion pathway sampling of fish and wildlife.

2. Damage assessment: DNR will:

a. Provide personnel to conduct damage assessments and to serve as state inspectors on federal/state preliminary damage assessment teams.

b. Assist in the inspection of damaged public buildings and facilities when requested.

c. Assist the Department of Transportation in the inspection of damaged road systems.

d. Provide aircraft to assist in damage assessment efforts.

e. Provide personnel to do damage assessment of timber loss to areas.

I. Pollution Control Agency (PCA).

1. Accident assessment:

a. PCA will assess environmental impact of conventional pollutants, through the use of air or water release monitoring, soil sampling, product sampling, spill monitoring and other assessment methods.

b. Assist, to the extent trained and equipped, in assessing releases of biological or chemical Weapons of Mass Destruction (WMD) agents.

c. Make recommendations on actions required to mitigate environmental damage.

2. Damage assessment: PCA will provide engineers to conduct damage assessments and assist in the preparation of Project Worksheets with regard to damage to publicly-owned waste disposal systems affected by a disaster.

J. Department of Public Safety (DPS).

1. Accident assessment:

d. Fire Marshal Division.

1) The Fire Marshal Division will investigate the cause and origin of fires, when requested by local authorities or when deemed necessary by the State Fire Marshal (MN Statutes 299F.04, subd. 2).

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2) The Office of Pipeline Safety (MNOPS) will provide technical guidance to local government, regarding the advisability of recommending evacuation due to an actual or potential pipeline accident/incident.

e. Division of Homeland Security and Emergency Management (HSEM). HSEM will:

1) Provide technical information about the hazardous material(s) involved in the incident.

2) Provide monitoring and other equipment, available in the division, for on-scene use by local authorities.

3) Direct the activities of the Planning and Assessment Center*, during a nuclear generating plant incident*.

4) Through the MDO, make chemists and/or toxicologists available to local authorities for purposes of hazard assessment.

5) Maintain communications with the on-scene commander (if one has been designated) and provide assistance, as requested, by said commander.

6) Maintain communications with local EOC(s), if activated.

7) Provide offsite radiological monitoring and equipment in the vicinity of the nuclear facilities, through contracts with field teams. Equipment includes: Radeco air samplers, Canberra MCB2 contamination detectors, Ludlum Model 3 survey meters (count rate instruments), and Ludlum 2241 response kits.

8) Provide facility/chemical information to assist in determining potential evacuation zones, as requested. Specifically, HSEM will provide information about the types, quantities and storage locations of hazardous chemicals located at reporting facilities.

f. State Hazardous Materials Teams and Bomb Squads will respond, when requested by local authorities or by DPS, to assess the public safety and initial environmental threat(s) presented by a hazardous materials incident or a suspected/actual bomb threat. This assessment will be made by:

1) Identifying the hazard, to the extent possible.

2) Using available technology, characterizing the public safety and initial environmental threat(s) presented.

3) Recommending mitigation and initial public protection actions, which may be taken to reduce or eliminate the existing or potential threat.

a. State Patrol Division, Aviation Section. The State Patrol, Aviation Section will immediately provide, at the time of a disaster or large-scale emergency:

1) Aerial photography and assessment of the disaster or emergency area.State Patrol helicopters with cameras will be utilized to do aerial filming and that information will be provided directly to the State Emergency Operations Center.

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2) The Aviation Section will, in conjunction with the Department of Transportation and the Department of Natural Resources, provide personnel, when requested, to participate in a preliminary damage assessment (PDA) effort and prepare damage survey reports (DSRs) for airports and assist with the preparation of Project Worksheets for airport facilities damaged in any type of major disaster.

2. Damage assessment:

a. Fire Marshal Division: When requested by local authorities or deemed necessary by the State Fire Marshal, personnel shall be assigned to conduct fire and life safety inspections of jurisdictional facilities damaged or otherwise impacted during a disaster or major emergency.

b. Office of Pipeline Safety (MNOPS). MNOPS will assist in assessing damage to pipelines, when called upon to do so.

c. Division of Homeland Security and Emergency Management (HSEM). HSEM will:

1) In coordination with FEMA, determine which state agencies need to participate in a PDA.

2) Coordinate the conduct of damage assessment efforts undertaken in conjunction with state and local government requests for state and federal disaster assistance.

3) Provide, on a periodic basis, damage assessment training and guidance to state and local government officials.

K. Department of Revenue (DOR). The Department of Revenue will coordinate with county assessment officials to assist local government, as needed, in conducting damage assessment of private homes and businesses, and to provide guidance relating to property tax relief.

L. Department of Transportation (Mn/DOT).

1. Accident assessment: During a nuclear generating plant incident, Mn/DOT will:

a. Assist in radiological emergency response and protection efforts in coordination with MDH and the State Patrol. This includes evacuation traffic control and supporting radiological monitoring, and decontamination of state highways and vital facilities performed by others.

b. Assist HSEM, as necessary, with the control of commercial flight patterns over radiological areas, through contact with the Federal Aviation Administration (FAA) and control towers of the affected airport.

c. Assist HSEM, as necessary, to control railroad traffic and waterways within the radiological emergency planning zones thru contacts with rail providers and Coast Guard authorities.

2. Damage assessment: Mn/DOT will:

a. Provide personnel with the appropriate credentials to conduct damage assessments and serve as state inspectors on federal/state damage assessment teams, covering damage to airports and airport facilities, in any type of major disaster. The

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Aeronautics Section will, in conjunction with the Minnesota State Patrol and the Department of Natural Resources, provide personnel, when requested, to participate in a preliminary damage assessment (PDA) effort and prepare damage survey reports (DSRs) for airports and assist with the preparation of Project Worksheets for airport facilities damaged in any type of major disaster.

b. Provide personnel with the appropriate credentials to conduct damage assessments and assist in the preparation of Project Worksheets, covering disaster-related damages.

c. Provide technically qualified personnel to respond to hazardous material transportation incidents as part of the State Agency Hazardous Material Responders Group.

M. MN.IT Services (MN.IT).

1. Damage assessment: MN.IT will coordinate a damage assessment of the telecommunication infrastructure in state-owned buildings in the affected area.

V. SUPPORTING ORGANIZATIONS/AGENCIES

A. Depending upon the nature, location and extent of the disaster, numerous private-sector organizations and other governmental agencies may be able to provide assistance with damage assessment. These organizations/agencies may include one or more of the following:

1. American Red Cross
2. Citizen Corps Volunteers
3. Civil Air Patrol
4. Corps of Engineers
5. U.S. Army
6. MNVOAD

VI. POLICIES AND PROCEDURES

A. At the local government level, the county (or municipal) emergency management director is normally responsible for conducting initial damage assessment activities, following a disaster.

B. At the state government level, the Minnesota Division of Homeland Security and Emergency Management is always the coordinating agency for preliminary damage assessment activities, following a disaster.

C. To the extent possible, damage assessment efforts will be initiated as soon as practical, following the occurrence of a disaster.

VII. SUPPORTING DOCUMENTS

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A. Minnesota Disaster Management Handbook

B. Various publications prepared and provided by the Federal Emergency Management Agency (FEMA)

C. Hazard Mitigation Grant Program - HSEM Administrative Plan and Procedures

D. Individual and Households Program Administrative Plan

E. State of Minnesota Administrative Plan and Procedures for the Public Assistance (Infrastructure) Program

F. Minnesota Department of Health Pandemic Influenza Support Annex

G. Minnesota Department of Health All-Hazards Response and Recovery Plan

H. Minnesota Disaster Recovery Assistance Framework

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Radiological Accident Deployment (RAD) Field Teams

RAD Field Team members will be notified by the Hennepin County Sheriff's Dispatch Center, via pagers. Upon notification of an Alert (or higher) emergency classification level (ECL) at the Monticello Nuclear Generating Plant, RAD Field Team members will deploy from NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED

Upon notification of an Alert (or higher) ECL at the Prairie Island Nuclear Generating Plant, RAD Field Team members will deploy from NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED. Once assembled, the teams begin preparations for deployment, including completing the pre-deployment checklist. They will be briefed on the situation at the affected plant and given sampling assignments. All necessary equipment, including personal protection dosimetry, will be provided at the briefing. Each field team uses a utility truck for transport.

NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED. There are also personnel designated as Command Van personnel. The estimated deployment time of the field teams is one hour from the time they are called until they arrive at the fire stations and are ready to deploy to either the Prairie Island or Monticello Nuclear Generating Plant area, just outside of the 10-mile EPZ. Each field team has the capability to conduct field monitoring, e.g., plume search, stationary dose rate survey, and air sampling (particulate filter counting and iodine filter counting) for the plume phase. NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED. The interference from the presence of noble gas and background radiation does not decrease the stated minimum detectable activity. The following are environmental surveys and sampling capabilities for the post plume phase: direct frisk survey, smear samples, gamma surveys, snow/soil sampling, vegetation/food sampling, and liquid sampling.

NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED.

The PAC is the central point for the receipt and analysis of all field monitoring data and coordination of sample media. For the field teams, this is accomplished by communicating with the Command Van, which relays the information to the PAC. The lab also communicates the sample analyses to the PAC.

Minnesota maintains a calibration calendar. All areas with Radiological equipment adhere to the calibration calendar. This guaranties that inventory, calibration, and operational checks properly occur in a timely manner.

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I. PURPOSE

The purpose of this annex is to describe the various state government responsibilities in the area of search and rescue.

II. OFFICIALS/AGENCIES RESPONSIBLE FOR SEARCH AND RESCUE

A. Local Government: Police and fire departments, sheriff's departments and special rescue organizations have the primary responsibility for search and rescue operations.

B. State Government: Various agencies/departments have search and rescue capabilities/responsibilities, as follows:

Agency	Responsibility Summary Responsibility
DMA	**S:** Support ground and air searches; provide logistical support, as needed
DNR	**S:** Provide equipment and personnel to support emergency search and rescue operations.
DPS	**C:** Overall responsibility for missing aircraft searches. **S:** Provide search and rescue support and assistance to state/local authorities.
DOC	**S:** Provide personnel to support emergency search and rescue operations.
P= Primary	**C**=Coordination **S**=Support

C. Department of Military Affairs (National Guard). When requested in accordance with established procedures, and on order of the Governor, the National Guard can:

1. Support both ground and air searches with resources such as aircraft (fixed and rotary wing), night vision devices and large search parties.

2. Provide logistical support (transportation, communications, shelters, field kitchens, etc.) to search and rescue operations.

D. Department of Natural Resources (DNR). DNR will provide ground and air equipment and personnel to support emergency search and rescue operations, when requested by HSEM.

1. The DNR will assist local law enforcement authorities in search and rescue operations, when requested to do so by those authorities. (Note: This does not preclude requests from local units of government to use trained forestry wildfire fighting resources to support search and rescue operations, as authorized under MN Statutes 88.12, subd. 2)

E. Department of Public Safety (DPS).

1. Bureau of Criminal Apprehension (BCA). BCA will make its agents available, when possible, to assist federal, state, and local government agencies in the event of a natural or man-made disasters.

   a. The BCA maintains lead investigative authority in support of local law enforcement and where no federal jurisdiction exists, in the event of multi-jurisdictional man-made disasters.

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2. Fire Marshal Division. When requested by local authorities, the Fire Marshal Division will assist local government in emergency rescue operations, except missing or lost person search and rescue, and in obtaining firefighting and rescue assistance in an emergency, through the Minnesota Intrastate Fire Service Mutual Aid Plan (MIMAP).

3. Division of Homeland Security and Emergency Management (HSEM).

   a. HSEM has overall responsibility for missing aircraft searches within the state and may authorize the Civil Air Patrol (CAP) to conduct search operations. HSEM will coordinate any such operations (missions) carried out by the CAP.

   b. Should local capabilities be exceeded, local units of government may contact HSEM for assistance in locating additional resources. Among currently available resources are:

      1) For a building collapse in the state of Minnesota call the Minnesota Duty Officer and request Minnesota Task Force One.

      2) Other resources are described in this annex in III.

   c. State Patrol Division. The State Patrol will assist local law enforcement authorities if resources are available, in search and rescue operations, when requested to do so by those authorities. Depending upon the nature of the request, the assistance could be in the form of troopers on the ground and/or assistance from State Patrol helicopters or fixed wing aircraft.

F. Department of Corrections (DOC). DOC shall make its Correctional Officers' and Fugitive Unit Officers available, when possible, to assist other state agencies' with search and rescue during a disaster or emergency.

III. SUPPORTING ORGANIZATIONS/AGENCIES

Depending upon the nature, location and extent of the search and rescue effort, several private-sector organizations and agencies may be able to provide assistance, including one or more of the following:

A. The Minnesota CAP, which can provide both aerial reconnaissance and ground search personnel.

B. Several voluntary organizations are available to provide dogs for search and rescue support. These organizations can be accessed through the MNVOAD Liaison or through the MDO.

C. In some cases, volunteers from local Citizen Corps programs may be available to assist local search and rescue efforts. Citizen Corps responders are activated by their local leadership but may be called upon from other jurisdictions, through Mutual Aid.

IV. POLICIES AND PROCEDURES

A. Search and rescue is primarily a local government responsibility. State government assistance in this area will normally be initiated at the request of local government.

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B. Both state and local government requests for Minnesota CAP assistance must be submitted to the MDO.

C. Requests for assistance from a search and rescue dog organization are normally submitted directly to such organization by local law enforcement authorities. However, a local or state agency wanting help in obtaining the services of such an organization may contact the MDO.

V. SUPPORTING DOCUMENTS

A. Minnesota Duty Officer Procedures

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I. PURPOSE

The purpose of this annex is to provide a general description of the various human and animal health protection responsibilities of state government, during a major disaster. This annex also provides specific administrative and technical guidance for responding to accidents/incidents involving biological, chemical and/or radiological sources.

II. OFFICIALS/AGENCIES RESPONSIBLE FOR HEALTH AND SAFETY PROTECTION

	Responsibility Summary
Agency	**Responsibility**
MDA	**P:** Lead role when agricultural chemicals are involved; will recommend protective/remedial actions; assure food safety. **P:** Lead role in assuring food product safety in regards to a human, animal or plant disease or radiological event. **S:** Advise on disposal of affected food and animal feed product and of infested plants of economic importance. **S:** Advise on the health of livestock presented for processing.
BAH	**P:** Animal health protection role, when the incident involves an animal disease outbreak. **S:** The BAH will be support for a zoonotic disease event.
EMSRB	**S:** Assist with managing critical pre-hospital Emergency Medical Services (EMS)
MDH	**P:** Human health protection role in the event of a public health disaster involving hazardous materials (chemical & radiological) and infectious agents (biological). **S:** Provide technical assistance to the delivery of health protection services by the behavioral health and medical providers including hospitals, clinics, nursing homes and other long-term care settings, and EMS.
DLI	**S:** Assist with assessing and mitigating health and safety hazards to workers. **S:** Advise on matters relating to operational safety and health relating to employees, including emergency responders, operating within emergency or recovery areas.
DNR	**S:** Identify and sample fish and wildlife in IPZ; advise on usage of recreational areas; provide public information on use of natural resources.
PCA	**S:** Lead role when incident involves hazardous materials, *other than* agricultural products or nuclear/chemical/biological WMD, and will recommend protective actions.
DPS	**P:** Overall coordination of state agency activities during the response & recovery phases of a public health emergency, including those incidents/accidents that result from the use and transport of hazardous materials (chemical & radiological), infectious agents (biological) as weapons of mass destruction, and nuclear generating plant incidents. **P:** When requested, make hazardous materials chemical assessment teams and emergency response teams available to local authorities. **C:** Overall responsibility for coordination of animal health protection, during an incident/accident that results from the use of hazardous materials (chemical & radiological), infectious agents (biological), and nuclear generating plant incidents. **S:** When needed, assure the provision of life and safety support (food, water, sanitation) in the mass sheltering and mass feeding of victims.
P= Primary	**C**=Coordination **S**=Support

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Agency	Responsibility Summary Responsibility		
	P= Primary	**C**=Coordination	**S**=Support

A. Department of Agriculture (MDA). MDA will:

1. Support field operations by recommending protective/remedial action(s) in response to a agricultural chemical or radiological incident, in coordination with the Minnesota Department of Health (MDH) and the Pollution Control Agency (PCA).

2. Assure food product safety in regards to a human, animal or plant disease outbreak.

    a. MDA has the obligation to assure the wholesomeness of all foods at the processing and manufacturing level, in transit, in storage and at retail. Additionally, MDA ensures a safe food supply for livestock and prevents plant diseases and pests from entering Minnesota.

    b. MDA will determine what, if any, protective actions (such as embargoes, disposal of contaminated foodstuffs, animal feed, plants etc.) may be needed.

    c. MDA will take the lead monitoring/enforcement/mitigation role when the incident involves agricultural chemicals. In such situations, it will consult with the MDH and Minnesota Poison Control Center, as needed.

3. MDA will make its laboratory capabilities available for the analysis and identification of potential biological or chemical agents, during the initial phase of a potential biological or chemical event, involving food and its production and distribution.

4. MDA will work with local veterinarians and meat inspectors on the health condition of animals presented for slaughter.

5. MDA will coordinate with the Board of Animal Health for preparedness and response to an animal disease emergency.

B. Board of Animal Health (BAH). BAH will:

1. Have the lead animal health protection role, when the incident involves an animal disease outbreak; and will coordinate with the Department of Agriculture and other state and federal agencies having animal health responsibilities.

2. Be a supporting agency to the MDH for the livestock and poultry technical and operational issues associated with a zoonotic disease event.

C. Emergency Medical Services Regulatory Board (EMSRB). EMSRB will:

1. In coordination with other state agencies, provide guidance to pre-hospital Emergency Medical Services agencies in areas affected by accidents/incidents involving hazardous materials, explosions, storage and transportation of radioactive materials, and fixed nuclear facilities.

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2. Assign personnel, as necessary, to the primary, alternate or regional state emergency operations center(s) (EOCs) for the purpose of coordinating pre-hospital emergency medical services.

3. Assist state and local EOCs in the coordination of emergency medical resources, including ambulance services, to respond to disasters.

4. Establish and maintain a list of the critical pre-hospital medical resources throughout the state (e.g., disaster trailers, communication equipment, ambulances) and develop a system for rapid access to the data required to determine the availability of these resources.

D. Department of Health (MDH). MDH has specific responsibilities for the statewide management of health protection services before, during and after a major disaster. Health protection services are for the whole community which include, but are not limited to, limited English proficient persons, newly arrived refugees and immigrants, populations of color and American Indians and those with Access and Functional Needs (AFN) will include the following responsibilities:

1. Providing guidance on implementation and cessation of protective action including, but not limited to infection control guidance, personal protective equipment, community mitigation measures and interventions, as well as medical assistance to state and local authorities in areas affected by a natural disaster or accidents/incidents involving hazardous materials (chemical and radiological) and/or infectious disease agents (biological).

2. Providing technical assistance of personal protective equipment for poultry workers, veterinary diagnostic laboratory personnel, and regulatory personnel involved with disease control and eradication.

3. Providing advice and technical assistance on the delivery of health protection services including behavioral health services in areas affected by a natural disaster or accidents/incidents involving hazardous materials (chemical & radiological), and infectious disease agents (biological).

4. Assessing long-term health implications of an incident/accident involving human exposure to hazardous materials (chemical & radiological) and/or highly infectious agents (biological) by implementing disease containment measure and establishing protocols for managing consequences into the future.

5. Conducting epidemiological surveillance and investigations to identify and characterize the nature of the health threat and institute measures to control disease spread including protocols for isolation, quarantine, mass vaccination, and mass care clinics.

6. The MDH Public Health Laboratory (PHLD) will make its laboratory capabilities available 24/7 for the analysis and identification of potentially hazardous biological, chemical or radiological agents during a potential weapons of mass destruction (WMD) event, natural disaster, or other public health emergency.

    a. Biological: PHLD has established the capability to accept human and environmental samples to test for potential agents of bioterrorism and other significant public health threats and will enhance laboratory surveillance in a biological human infectious disease incident as appropriate.

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b. Chemical: PHLD has the capability to accept human and environmental samples for analysis and quantification of potential agents of chemical terrorism, including toxic industrial chemicals, and other hazardous materials.

c. Radiological: PHLD has the capability to analyze a wide variety of environmental samples, including swipes, particulate and iodine air filters, soil, water, vegetation and food matrices. The capacity is 200 samples per day. Capabilities include the characterization of alpha, beta and gamma radiochemicals, as well as measurements of gross radioactivity levels, including strontium identification. Other lab capability will be coordinated through FRMAC and other federal agencies.

d. PHLD coordinates laboratory testing of samples at MDH or other appropriate qualified federal or state laboratories.

e. PHLD has a communication network and collaborates with all clinical laboratories serving Minnesota residents, all environmental laboratories that serve the State of Minnesota, as well as other state agencies including the Minnesota Department of Agriculture and Minnesota Pollution Control Agency.

7. In conjunction with local health agencies, MDH is responsible for: determining the safety of water supplies, the identification and management of adulterated and distressed foods in hospitality establishments (e.g., restaurants, bars, boarding houses, resorts, children's camps, institutions, hotels, motels and lodging houses), determination of appropriate actions for measured contamination levels and overall safety conditions prior to re-occupancy of hospitality establishments.

8. Provide protective action decisions/guidance to local authorities for preventing injury and/or death, during extreme weather conditions.

9. Work with CDC quarantine station at MSP International Airport if there are arriving international passengers who meet the clinical and epidemiological criteria for infection with a novel influenza virus and implement disease containment measures as appropriate.

10. Inform clinicians of current clinical and epidemiological criteria, case definitions and recommendations for clinical and laboratory evaluations as well as case management.

11. Refine priority groups for antiviral and vaccine administration.

12. Manage antiviral and vaccine acquisition, allocation, distribution and recommendations.

13. Facilitate voluntary vaccination of poultry workers with current human influenza vaccines.

14. Monitor for vaccine adverse events

E. <u>Department of Labor and Industry (DLI), Occupational Safety and Health Division (MN OSHA).</u> MN OSHA will:

1. Provide support, as requested, in the detection of air contaminants caused by chemical agents and in the implementation of appropriate procedures including exposures to employees responding in emergency and recovery areas.

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2. Act as the safety officer, advising on matters relating to operational safety and health relating to employees operating within emergency or recovery areas. Responsible for the set of systems and procedures necessary to ensure ongoing assessment of hazardous environments, coordination of multi-agency safety effects, nongovernmental organizations, and the measurement and promotion of general safety and health incident operations.

3. Assist in assessing hazards to workers and personal protective equipment needs, as requested.

F. Department of Natural Resources (DNR). DNR will:

1. Prepare plans and procedures for the surveillance of wild birds for avian influenza in cooperation with the Board of Animal Health.

2. DNR will identify fish and wildlife populations within the ingestion pathway/vulnerable zone.

   a. DNR sampling teams will take samples of wildlife and game fish, in coordination with the MDA.

   b. DNR will advise on the usage of state controlled recreational areas, providing public information on wild fruit and vegetable harvesting, establishing and enforcing hunting and fishing bans or controls.

G. Pollution Control Agency (PCA). PCA will:

1. Support field operations by recommending protective action(s) in response to a hazardous materials incident, in coordination with MDA and MDH. PCA will take the lead monitoring/ enforcement/mitigation role when the incident involves hazardous materials other than agricultural products or nuclear/chemical/biological WMD, consulting with the Minnesota Poison Control Center, as needed.

2. Assist in assessing hazard and evacuation corridors.

H. Department of Public Safety (DPS). Division of Homeland Security and Emergency Management (HSEM). HSEM will:

1. HSEM coordinates the efforts of state agencies, voluntary organizations and emergent volunteer groups that respond to and assist with relief efforts for animals in a disaster/emergency.

2. Minnesota workers performing emergency services in radiological events are assigned a base dose limit of 5 rem Total Effective Dose Equivalent (TEDE) for standard response activities, with a turn-back limit of 1R as read on their dosimeters
.

3. Critical situations may justify higher emergency worker dose limits to protect the people of Minnesota. A dose limit of 10 rem is allowed for the protection of key resources and critical infrastructure, with a turn-back limit of 2R as read on self-reading dosimeters. A dose limit up to 25 rem is allowed for life saving activities and the protection of large populations, with a turn-back limit of 5R. These values are summarized in the table below:

Dose Limit	Turn-Back Limit	Activity
5 rem	1R	Standard Response

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10 rem	2R	Protection of Critical Infrastructure/Key Resources
25 rem	5R	Lifesaving or Protection of Large Populations

Note: There are no turn-back limits for responders working outside the area under a protective action. Permission to exceed the dose limits from the state is only required if you are exceeding a limit in a particular response activity identified above. Local jurisdictions have the authority to determine the type of response activity and use the corresponding dose limits. The guidance to establish these limits comes from the Manual of Protective Action Guides and Protective Actions for Nuclear Incidents (EPA 400-R-92-001), and uses the same limits for federal responders in a radiological emergency.

Minnesota Contamination Limits

Return Home	Less than 300 CPM + background
Return to Duty	Less than 1000 CPM + background

4. For a Hostile Action Based (HAB) incident, the dose limits follow the EPA-400-R-92 dose limit guidance for life-saving and the protection of large populations.

5. Minnesota Statutes, Chapter 299A.48-52 authorizes the Commissioner of Public Safety to develop a hazardous materials incident response plan and system. This system includes a regional hazardous materials *emergency response team* and hazardous materials *chemical assessment teams*. When requested by local authorities, these teams will assist at the scene of a hazardous materials accident as follows:

    a. Chemical Assessment Teams. Provide technical advice to local incident commanders and recommend actions necessary to protect life, property and the environment, in keeping with locally available levels of hazardous materials training and response capability.

    b. Emergency Response Team. Take actions necessary to protect life, property and the environment from the effects of a release of a hazardous material. Emergency actions include, but are not limited to, preventing the release, mitigating the effects of the release and stabilizing the emergency situation.

6. HSEM contracts with and coordinates the state Authorized Bomb Squad Teams in Minnesota. Bomb Response Teams are available for statewide response.

7. HSEM, in cooperation with the Department of Education, will update emergency planning guidance for local schools to assist them in developing emergency plans that provide for the protection of children in the event of a disaster or emergency.

III. HEALTH PROTECTION OPERATIONS FOR RADIOACTIVE WASTE TRANSPORTATION ACCIDENTS/INCIDENTS

A. MDH will provide protective action guidance for all on-site personnel and for the public.

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B. MDH will provide and up-date protective action guidance for:

1. MDH personnel
2. HSEM
3. Carrier and first responders
4. Emergency response personnel
5. Cleanup crews
6. The public

C. The EMSRB will coordinate resources for local ambulance providers.

IV. HEALTH PROTECTION OPERATIONS FOR NUCLEAR GENERATING PLANT INCIDENTS

A. The risk to the public, resulting from an incident at a nuclear generating plant, may be exposure, due to a release of radioactive material at a level above normal US Environmental Protection Agency (EPA) limits. The offsite radiological consequences of an incident to the public are dependent upon the type of incident, the magnitude and height of the release, the duration and mode of discharge, population distribution, weather and topography. RASCAL (Radiological Assessment System for Consequence Analysis), which can be accessed via the internet, uses this data to periodically estimate total population exposure. Data from field teams and the lab are used, along with calculation methods from EPA-400-R-92-001, to periodically estimate total population exposure. Calculating methods from EPA-400-R-92-001 are also used to measure dose rates for key isotopes and gross radioactivity measurements from various measured parameters (i.e., contamination levels, water, air and vegetation activity levels). The state's planning and assessment center then estimates integrated dose from the projected and actual dose rates and compares these estimates with the protective action guides. In the event of a release of radioactive material, the public could be affected by:

1. External exposure to airborne radio-nuclides in the passing plume.
2. Inhalation exposure, due to radio-nuclides from the passing plume.
3. External exposure from ground contamination.
4. Ingestion exposure from contaminated milk, food or water.

B. <u>Concept of Operations.</u>

1. Protective actions designed to protect the health of the public will be made by the state, based upon assessment of data received from the nuclear generating plant, state radiological monitoring teams, public health laboratories and federal agencies. The protective actions include, but are not limited to, guidance for sheltering, evacuation, radiation exposure control, food consumption, the use of potassium iodide (KI) and re-entry into contaminated areas.

2. Guidance from the following documents will be found in SEOC procedures:

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a. Manual of Protective Action Guides and Protective Actions for Nuclear Incidents: EPA 400-R-92-001, May, 1992.

b. Accidental Radioactive Contamination of Human Food and Animal Feeds: Recommendations for State and Local Agencies, FDA; August, 1992.

c. Criteria for Preparation and Evaluation of Radiological Emergency Response Plans in Support of Nuclear Power Plants, NRC-NUREG-0654/FEMA-REP-1; Revision 1; March, 1987.

C. Public Protective Actions.

1. *Evacuation* is the urgent removal of people from an area to avoid or reduce high-level, short-term exposure, usually from a plume or from deposited radioactive material. Evacuation may be from a pre-emptive action taken in response to a condition at a nuclear generating plant, rather than an actual release. Evacuation is the preferred protective action, since the public is removed from the source of radiation exposure. People will be encouraged to bring their companion and service animals when they are evacuated.

2. *Shelter in place* is the use of a structure for radiation protection from an airborne plume and/or deposited radioactive materials. Sheltering may be done, instead of evacuation, if there are compounding circumstances, such as natural hazards in the form of ice storms, whereby the public may be at greater risk.

3. *Potassium Iodide* is a supplemental protective action that is initiated with the Protection Action Decision to evacuate or shelter in place designated sub-areas at a declared "General Emergency" EAL for the public within 10 miles of each nuclear generating plant.

   a. At the General Emergency Classification Level, the general public (including people in schools, dependant care facilities, and businesses) in the areas being evacuated or sheltered will be instructed to self-administer KI per the printed instructions. Because self-administration is a voluntary procedure, members of the general public may choose not to take the KI.

   b. A standing order from the Minnesota Department of Health (MDH) for KI distribution to the public is kept on file. The State of Minnesota has made KI available for all residences, schools, dependant care facilities, special populations, access and functional needs, immobile populations and businesses within the EPZ. Accepting KI is voluntary on the part of the public.

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Values used to determine evacuation and sheltering are found in EPA-400-R-92 and the state's planning and assessment center procedures.

D. Immobile Populations.

1. Immobile Populations are defined as those individuals who would remain within an area, which has been evacuated, but are not classified as emergency workers. Examples of the immobile populations are hospital and nursing homes residents for whom evacuation would create a disproportionate physical hardship; certain dangerous jail or prison inmates, service personnel required to remain to see to the needs of these non-ambulatory, infirmed or

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incarcerated individuals during the course of evacuation. County plans and procedures address immobile populations. Local EOCs may deliver dosimetry and KI from emergency worker stockpiles to care givers in the event that a person cannot be evacuated.

2. The state is offering KI to immobile populations as part of the program described above in section C.3.

E. Emergency Worker Protective Actions.

1. Emergency Workers

a. An emergency worker is any person who may be responding to the incident/emergency at one of the nuclear generating stations and has the potential of receiving radiation exposure as part of their assignment.

b. There are two guidelines of how different limits and protection may apply to emergency workers.

1) Responders who enter the 10-mile Emergency Planning Zone (EPZ) during plume phase:

2) These responders will be issued Potassium Iodide (KI) and adhere to a 1R turn back limit as read on their self-reading dosimeter. The protection may be carried over into the intermediate phase until the nuclear generating station declares that the affected plant is in cold shutdown and depending upon the level of contamination that the responders will be entering. This same protection applies to members of the public who will be entering the restricted zone, also known as re-entry.

3) Responders who work outside of the 10-mile Emergency Planning Zone or after the plume has passed will not be exposed to radioactive plumes but may be exposed to lesser amounts of radiation coming from deposited radioactive material. They will not be issued Potassium Iodide (KI) and their exposure limit is based on accumulating 5R as read on self-reading dosimeters. There is no turn-back limit for workers outside the 10-mile Emergency Planning Zone (EPZ).

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Note: State agency and county plans and procedures may vary from the above guidelines but afford similar protection.

2. Exposure Limits

   a. The Minnesota Administrative Dose Limit for emergency workers is 5 rem for standard response activities. Workers may be assigned a dose limit of 10 rem for the protection of critical infrastructure/key resources, and up to 25 rem for life-saving activities and the protection of large populations. The decision chain for authorizing emergency workers to exceed these limits is as follows:

   b. An emergency worker is assigned a turn-back limit corresponding to the category of their response mission: 1R for standard response, 2R for protecting critical infrastructure-key resources, and 5R for life-saving and the protection of large populations. Their response mission is defined by the local jurisdiction. Emergency workers outside the 10-mile Emergency Planning Zone (EPZ) will follow a limit of a cumulative 5R reading as read on self-reading dosimeters.

   c. An emergency worker observes that they may exceed their assigned turn-back limit; or for workers outside the 10-mile EPZ, their cumulative 5R dosimeter reading. This information is reported to their radiological officer (examples: the State RAD Team's command van, risk county Radiological Officer, or Radiological Support Station at a reception center).

   d. The radiological officer contacts the Field Team Coordinator in the SEOC Planning and Assessment Center (PAC). An "Authorized to Exceed Exposure Limits" form is completed and then a Technical Advisor formulates a recommendation for the Planning Chief to authorize.

      1) If approved the new limits and any techniques to reduce exposure are communicated back to the radiological officer for communication to the responder. The approved form is faxed to the contact agency.

      2) If disapproved alternatives, such as rotating personnel or moving to an area with lower exposure rate, will be recommended verbally to the radiological officer. No form will be faxed.

   e. For a Hostile Action Based (HAB) incident, the dose limits follow the EPA-400-R-92 dose limit guidance for life-saving, and the protection of large populations.

   f. The new exposure limits, exposure reduction techniques, and/or alternatives are followed until the end of the responder's shift when the worker turns in the dosimetry for further review and tracking.

   g. The County Radiological Officers and the Planning and Assessment Center have 24-hour-per-day capability to track the exposures received by emergency workers.

3. Dosimetry.

   a. Emergency workers are issued dosimetry (self-reading and permanent TLDs) from the Radiological Officer in the respective county EOC. Field Team emergency workers are issued dosimetry from their emergency kits prior to deployment from the

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fire station. Workers at the Reception Center are issued dosimetry at Radiological Support Station, prior to assuming their responsibilities.

b. Dosimetry will be read every 60 minutes at a minimum. Emergency workers, as well as the radiological officers and Command Van, maintain dose records.

c. County Radiological Officers will collect exposure logs for recording, tracking and reporting of the results. The results will be shared with work unit shift managers to assist development of staffing plans to minimize individual worker dose.

d. State Radiological Accident Deployment (RAD) teams will have their doses tracked and recorded through coordination with the Planning and Assessment Center. TLDs from these teams will be sent to the lab for analysis.

4. Potassium Iodide (KI).

a. The Planning Chief at the SEOC will monitor plant status, radioactive release data, and field team measurements to determine the appropriate need for the use of KI following EPA-400-R-92 guidelines. MDH will be notified to initiate approval of KI per standing order. The approval for KI will be disseminated via the established communications network to the risk county EOCs and the state Radiological Accident Deployment (RAD) monitoring teams.

b. Access to nonprescription (over-the-counter) KI: a supply of the blocking agent is maintained in each RAD Team kit. In the counties, the radiological officers issue KI along with dosimetry. Emergency workers self-administer the KI, when so instructed by the PAC, through the field team captain or the radiological officer. Additional supplies of KI are maintained at the local EOCs.

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5. Decontamination of Personnel and Equipment.

a. After an emergency worker completes their shift, they must report to the Emergency Worker Decontamination Center to be monitored. A person is contaminated if they have a reading greater than or equal to 300 counts per minute (CPM) plus background. If they are contaminated, they will be decontaminated at the Emergency Worker Decontamination Center. A person is considered decontaminated when they are less than 300 counts per minute (CPM), plus background.

b. If an emergency worker is injured and/or has wounds that are contaminated, they will be taken to North Memorial Medical Center or Fairview Northland Hospital for a Monticello Nuclear Generating Plant incident or Regions Hospital or St. Elizabeth's

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Medical Center, for a Prairie Island Nuclear Generating Plant incident. The hospital will treat the injury and decontaminate the wound, according to their procedures.

c. Instruments, supplies and equipment are considered contaminated if readings greater than or equal to 300 CPM plus backgrounds are obtained. The equipment may include radiological survey meters, air samplers, dosimeters, dosimeter chargers, field sample kits, radios, cell phones and GPS devices. The Radiological Protection Specialist (RPS) stationed at the Emergency Worker Decontamination Center assists in decontamination of needed instruments and equipment. Supplies will not be decontaminated if they are disposable and there are ample quantities.

d. Personnel, vehicles, supplies, and equipment can be returned to duty if the contamination is less than or equal to 1,000 CPM. Return to duty means that they will be going back into the EPZ or Restricted Zone as part of the response.

e. All radiologically contaminated waste is accumulated and stored in a locked room/closet at each Emergency Worker Decontamination Center, until the Northern States Power Minnesota retrieves and disposes of it, as requested by the Decon Chief or RPS.

F. Protective Action Decisions (PADs).

1. Protective Action Decisions (PADs) are designed to prevent the early and late effects of exposure to radiation, during all phases of the emergency at a nuclear generating plant. In general the protective actions of evacuation or sheltering will result in PADs during the early or plume phase. The protective actions of return, relocation, establishing a restricted zone and precautionary protective actions related to food protection may produce a PAD during the intermediate or ingestion phase of an incident. PADs during the late or recovery phase is unlikely unless unanticipated releases occur outside of the restricted zone. A PAD is not needed for re-entry since re-entry may take place at any of the phases and is under the authority of county emergency management and coordinated with the State's Planning and Assessment Center.

a. Pre-determined Initial PAD. Minnesota adopted a policy of a pre-determined evacuation or sheltering recommendation for the initial PAD during an event at a nuclear generating plant. This is a pre-approved, state recommendation and does not require the Governor's or Governor's designee's signature. Following a declaration of a General Emergency, HSEM will recommend evacuation or sheltering in place, or some combination, of the 2-mile sub-area and the 5-mile sub-area(s) in the downwind sectors and the use of Potassium iodide. The PAD will be coordinated with all appropriate parties, prior to implementation.

b. Pre-determined initial PAD for HAB incidents. The initial pre-determined Protective Action Decision (PAD) for a hostile action based radiological emergency may be to "shelter in place" the 2-mile area and evacuate the 5-mile downwind sub areas. When law enforcement (Command Post) determines that the situation is stabilized enough so that it is safe to evacuate the 2-mile area, the Command Post will notify the County EOC and the County EOC will notify the SEOC. The SEOC will then evaluate the situation and determine if the 2-mile area should now be evacuated.

c. Subsequent PADs. Subsequent PADs will be based on an independent assessment of plant conditions, actual and potential radiological releases and Environmental

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Protection Agency (EPA) Protective Action Guidelines (PAGs). The Governor or Governor's designee's review signature will be required before the PAD is given to the appropriate parties for activation.

d. Coordination. MDH will assist HSEM, as necessary, with providing guidance on protective actions for the public to the Governor or designee, during a nuclear generating plant incident.

e. Modification/Termination of Existing PADs, Sheltering and evacuation can be terminated, and people allowed to return to their homes, if the relocation dose is less than the relocation PAGs. If the relocation PAGs are exceeded, evacuation must be maintained, or initiated in sheltered areas, until decontamination efforts can be initiated to reduce the doses to acceptable levels. Supplemental protective actions associated with sheltering and evacuation (i.e., use of ad-hoc respiratory protection, ventilation control, consumption of foodstuffs) may also be modified, terminated or initiated, depending upon the radiation/contamination levels in the specific areas that are affected. For those areas where return is allowed, decontamination guidance, information on foodstuff use and preparation, etc., must also be provided to the affected public.

G. Intermediate Phase for a Nuclear Generating Plant Incident.

1. The Intermediate Phase Task Force (IPTF) coordinates the ingestion (Intermediate) phase response and develops recommendations, once approved by the Governor or Governor's Authorized Representative, The Minnesota Departments of Agriculture, Health, and Natural Resources have primary responsibilities on this task force with HSEM providing the coordination. The Departments of Human Services, Military Affairs, Public Safety (State Patrol), and Transportation along with MNVOAD will provide support. Local and/or federal agencies may be appointed to the task force depending upon severity of the incident. IPTF is broken out into the following categories:

a. Protection of Food and Water. Ingestion pathway planning provides methods for protecting the public from consumption of foods and drinking water contaminated with radioactivity that may be released during a nuclear plant accident. Two types of responses are meant to prevent or limit public exposures through the ingestion pathway.

1) Precautionary actions. Actions taken by farmers to prevent contamination of milk, water and food products (e.g., shelter cattle, put them on stored feed and covered water).

2) Protective actions. Actions taken by public officials to address contaminated milk, water and food products, and divert such products from animal and human consumption (e.g., embargoes).

b. Samples of food, soil and water are analyzed for radioactivity. The Intermediate Phase Task Force then recommends modification or termination of protective actions, based on guidelines established by the Food and Drug Administration. Procedures are in-place for detecting contamination, estimating the dose commitment, consequences of uncontrolled ingestions, and for imposing protection procedures such as impoundment, decontamination, processing decay, product diversion, and preservation.

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c. Maps for recording survey and monitoring data, key land-use data (e.g. farming), dairies, food processing plants, watersheds, water supply intake and treatment plants, and reservoirs are available. In coordination with HSEM, the Department of Agriculture has developed and maintains maps showing detailed crop information for the 50-mile IPZ and will utilize them in their DOC to make ingestion recommendations as needed. A database containing the name and location of facilities that regularly process milk products and other large amounts of food or agriculture products, originating in the IPZ but located elsewhere, will also be maintained by MDA as data is available.

d. The State of Minnesota uses the U.S. E.P.A. Derived Intervention Levels as the guidelines for the protection of food products.

2. Relocation.

a. Following an incident at a nuclear generating plant, it may be necessary to relocate the public from areas where deposition occurred. Relocation is the removal or continued exclusion of people (households) from contaminated areas to avoid chronic radiation exposure. Protective action decisions initiate relocation or terminate relocation with a decision to return. Relocation may be permanent based upon the level of contamination and the effectiveness of decontamination techniques.

1) The relocation is defined as the area where the plume has traveled and contamination levels exceed protective action guidelines to become a restricted zone.

2) Environmental samples and radiation measurements are used with these guidelines to determine if the public should be relocated. Simple dose reduction methods may also be used to reduce the exposure below the protective action guidelines during the intermediate phase. Major decontamination may not start in areas that were relocated until the recovery phase. Monitoring for relocation may last for a very short period of time or for years, depending on a variety of factors.

3) Values of the action guidelines for relocation and methods for dose reduction are found in EPA-400-R-92 and SEOC Planning and Assessment Center procedures.

3. Restricted Zone.

a. The Planning and Assessment Center (PAC) through a combination of dose assessment, environmental monitoring and radiological surveys designates the restricted zone.

b. The boundaries may be revised, relaxed and/or terminated by the PAC, in coordination with the counties. Once the restricted zone is established, traffic control points that are staffed by county or state law enforcement or other designated personnel, are established. Entry is obtained through permission of the county emergency manager.

c. People entering the restricted area will receive training in radiological protective measures through the county radiological officer and, if necessary, be accompanied

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by another trained person. All people entering will be required to wear dosimetry (TLD and DRD) and be in compliance with dosimetry guidance.

4. Re-Entry.

   a. Once the restricted zone has been established the public will generally not be allowed to enter, unless authorized. There may be circumstances where people have to retrieve important personal effects from their residences, farmers may need to feed livestock or a vital service may need to be repaired or maintained. The State's Planning and Assessment Center will coordinate re-entry for these people with the county radiological officers. The county radiological officer ultimately authorizes all who may enter the restricted zone. If re-entry is authorized, the steps in the "Restricted Zone" section will be taken before re-entry takes place.

   b. Dose reduction techniques should be considered, before re-entry of anyone besides radiological monitors is allowed.

5. Return.

   a. Areas must be below state and federal radiological protective action guidelines before the public is allowed unrestricted use of areas that were evacuated or relocated. At that time, Protective Action Decisions (PADs) will be terminated. Restoration of critical services should then be ensured before the public is allowed back to the previously effected area.

   b. Return may occur during the intermediate phase to areas that were evacuated but were not in the plume pathway or areas where evacuation or relocation took place and deposition from the plume is assessed below state and federal guidelines.

6. Recovery.

   a. The goal of recovery is to return the public to their residences or places of employment without restriction. The Minnesota Recovers Disaster Task Force may be convened as detailed under Section XI of the Basic Plan to accomplish this goal.

   b. Radiation measurements and environmental samples are used to determine if existing protective actions (e.g., evacuation) may be relaxed and/or terminated. Return may occur during the recovery phase to areas that were evacuated but were not in the plume pathway or areas where evacuation or relocation took place and deposition from the plume is assessed below state and federal guidelines.

   c. Continuity of government and continuation of vital services are high priorities. At the recovery phase, the state will inform the response organizations through the ordinary means of communication (see Annex B) that recovery operations are being initiated and to coordinate/communicate any changes in the county, state, federal and industry organizational structures. The task force will coordinate any recovery operations through normal or emergency communication to local and state organizations.

V. POLICIES AND PROCEDURES

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A. Each state agency will carry out whatever actions are necessary to protect the health and safety of its personnel from the effects of the disaster/emergency.

B. In the event of a widespread radiological emergency, each department of state government will conduct expedient radiological training for its response personnel and provide for its own radiological monitoring and decontamination needs. This will be necessary for departments to carry out their assigned emergency functions.

C. Minnesota Department of Health, in conjunction with the Department of Public Safety, Division of Homeland Security and Emergency Management and each state agency, will make recommendations for vaccination of essential service personnel in all sectors in the event of an infectious disease outbreak or threat, including pandemic influenza.

VI. SUPPORTING DOCUMENTS

A. HSEM Standard Operating Guidelines

B. Minnesota Department of Health All-Hazards Response and Recover Plan

C. Minnesota Department of Health Pandemic Influenza Support Annex

D. Radiological Emergency Preparedness Hostile Action Based Events Plan Supplement

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I. ACCIDENT CLASSIFICATIONS

Emergency Classification Levels (ECLs) indicate the level of the emergency at any given time, based on occurring events. (See Basic Plan, VII.E.4 for definitions and other information.)

II. ACTIONS TO BE TAKEN

The State of Minnesota generally follows emergency action levels set forth in NUREG-0654, Rev. 1/FEMA REP-1 and Supp. 3, as listed below. Actions taken by the state may vary from these recommendations, taking into account offsite conditions and needs that exist at the time of an emergency. Listed below are some of the significant actions taken by the state and affected counties.

A. Notification of Unusual Event (NUE).

1. Minnesota duty officer (MDO) performs notifications, according to the MDO SOGs.

2. Radiological Emergency Preparedness staff go on standby until verbal closeout.

B. Alert.

1. HSEM staff and all SEOC responders are notified. State and county EOCs and JIC are activated.

2. Upon arrival, all SEOC responders perform actions outlined in their SOPs/SOGs for current ECL.

3. Notify FEMA and DOE Emergency Centers.

4. Notify all schools in the 10-mile EPZ.

5. Activate the state field teams.

6. Place the MDA and DNR field teams and the reception center on standby.

7. Air, rail and river traffic control centers are notified and alerted that restrictions may be needed in the future.

8. For hostile action based incidents, the following, additional actions may take place:

   a. Incident Command Post and staging is established at the local/county level near site.

   b. SEOC notifies appropriate Chemical Assessment Teams, Bomb Squads and Technical Rescue Teams for activation and standby status.

   c. Media Advisory is released for residents to stay indoors and off the roadways.

   d. Request air space restrictions and close river traffic.

C. Site-Area Emergency.

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1. All of the above, if not already accomplished.

2. Request federal assistance, if needed.

3. Set up and activate the designated reception center.

4. Evacuate all schools that are in session in the 10-mile EPZ to their sister schools.

5. Implement roadblocks and traffic control points.

6. Recommend sheltering of milk producing animals within the 10-mile EPZ and placing them on stored feed. Assess need to extend this distance.

7. Provide offsite monitoring results to licensee and others and jointly assess.

8. Continuously assess information from licensee and offsite monitoring data, regarding initiating or changing protective actions and mobilizing evacuation resources.

9. SEOC, through Mn/DOT, requests closures of airspace (temporary flight restriction for the 10-mile EPZ and up to 10,000 ft.), rail and river traffic in the 10-mile EPZ.

10. During accident/incidents at the Monticello Nuclear Generating plant, evacuate the Big Lake North Star Rail Station and close the North Star Rail.

11. For hostile action based incidents, the following, additional actions may take place:

    a. 2-mile Traffic and Access Control Points implemented to restrict traffic.

    b. JIC issues media advisory; locals stay indoors, off roadways and out of the area.

    c. Inform Traffic and Access Control Points to allow utility employees and field teams with proper identification through to support on-site response activities.

D. General Emergency.

1. All of the above, if not already accomplished, except livestock advisory.

2. Implement protective actions for actual or projected radioactive releases that could exceed the EPA PAG radiation exposure to the public. Generally, for severe core damage accidents or loss of control of the facility, recommend evacuation of 2-mile radius and 5-miles downwind, unless conditions make evacuation dangerous, and assess need to extend distances. Advise those remaining in plume EPZ to go indoors.

3. Potassium Iodide (KI) will be recommended to the general public, schools, dependant care facilities and special populations.

4. Notify the public through the EAS, tone alert radios, sirens and route alerting.

5. Setup and activate congregate care centers.

6. For hostile action based incidents, the following, additional actions may take place:

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a. If control of the site is lost, the state will request direct federal assistance for “take back” of the plant.

b. If a release occurs as a result of hostile action, there may be a pull-back of assets to a safe location.

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I. PURPOSE

A. An act of terrorism, disease epidemic, or a large-scale natural disaster in Minnesota will require rapid access to large quantities of pharmaceuticals and medical supplies. Because such quantities would not be readily available, special stockpiles have been created. The Strategic National Stockpile (SNS) allows for the rapid distribution of antibiotics, vaccines, and other medical supplies during a public health emergency.

B. The SNS is a national repository of supplies that include: antibiotics, chemical antidotes, antitoxins, life-support medications, IV administration, airway maintenance supplies, and medical/surgical items managed by the Centers for Disease Control and Prevention (CDC). The SNS is designed to supplement and re-supply state and local public health agencies in the event of a national emergency anywhere and at any time within the U.S. or its territories.

C. The decision to deploy SNS assets may be based on evidence showing the overt release of an agent that might adversely affect public health, or it may be deployed after depletion of local assets during a large-scale incident, man-made or natural. MDH, CDC and other experts will evaluate the situation and determine a prompt course of action. The governor would then request the SNS.

II. OFFICIALS/AGENCIES RESPONSIBLE FOR STRATEGIC NATIONAL STOCKPILE REQUEST, DISTRIBUTION AND DISPENSING.

A. State Government: Various agencies/departments have capabilities/responsibilities when the Strategic National Stockpile is requested to address an act of terrorism, disease epidemic or large-scale natural disaster, as follows:

Agency	Responsibility Summary Responsibility
ADMIN	S: Provide contracting or related administrative support to the incident
BAH	S: Determine effects of the incident on animal welfare, if applicable
DMA	S: Provide logistical support and support personnel as needed S: Provide security at Receiving, Staging, and Storage (RSS) sites
DNR	S: Manage the Receiving, Staging, and Storage (RSS) site for the Strategic National Stockpile under the direction of MDH S: Provide conservation officers to enhance security efforts, if necessary
DPS	C: Coordinate response with the Minnesota Department of Health C: Activate and maintain the State Emergency Operations Center, providing logistical support and over site of incident C: Manage overall security operations for the Strategic National Stockpile, when requested, if resources are overwhelmed C: Provide security escort for the Strategic National Stockpile during distribution, if necessary S: Capital Security provides security at state dispensing site for the prophylaxis of state mission critical workers S: Through the State Duty Officer, activate primary agencies: MNDOT, State Patrol, and HSEM
MDA	S: Determine effects of the incident on food production, if applicable
MDH	P: Coordinate medical surge and patient care when one or more health regions exceed their capacity

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	Responsibility Summary
Agency	**Responsibility**
	P: Manage the assets of the Strategic National Stockpile for the State C: Provide guidance to local jurisdictions on the safe disposition of remains in the event of mass casualties C: Coordinate the provision of short-term behavioral health services C: Develop recommendations on health issues and medical services S: Monitor transport and medical care capacity in a local or regional incident C: Provide prophylaxis for mission critical state and federal employees where prearranged C: Provide direction and guidance to local public health for the operations of mass dispensing sites C: Work with the Governor's Office, HHS, CDC to request the Strategic National Stockpile C: Coordinate the security and distribution of the Strategic National Stockpile with the US Marshal's Service and the Minnesota State Patrol C: Oversee the Distribution and Warehousing of the Strategic National Stockpile with the DNR (MNICS), RSS Security, and private distribution vendor(s) C: Conduct epidemiological surveillance and lab testing and sampling, if applicable S: Work with the Federal Bureau of Investigations, FEMA, and other federal agencies as necessary C: Maintain "clinic finder" of mass dispensing sites on MDH website S: Oversee public information campaign and provide support to local PIOs C: Initiate medical protocol to allow for legal dispensing of medical countermeasures
PCA	S: Determine the effects of the incident on exposed areas, if applicable S: Provide clean-up and decontamination of affected areas, if applicable
MNDOT	S: Provide overall assistance to the distribution and transportation of the Strategic National Stockpile, if requested C: Maintain situational awareness of roadways and traffic and communicate to Minnesota Department of Health and Minnesota State Patrol, if needed C: If necessary, provide transportation resources for the distribution of the Strategic National Stockpile
EMSRB	S: Overall responsibility for monitoring and coordinating ambulance response and providing technical assistance to ambulance services C: Coordination of CISM support for pre-hospital EMS providers
MDE	S: Provide support and resources to schools that are mass dispensing sites coordinated by local public health and support involvement of school personnel and transportation resources S: Encourage schools to disseminate information to families as directed by local PIOs. S: Assist MDH with guidance regarding health, medical services and behavioral health needs of children and youth
MMB	C: Coordinate continuity of government measures C: Provide staffing for mass dispensing clinic for the prophylaxis of state mission critical employees
DOC	S: Provide correctional officers to augment security of the strategic national stockpile at the state and/or local level S: Provide transportation assets and material handling equipment, if necessary
	P= Primary **C**=Coordination **S**=Support

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1. Department of Administration (ADMIN). Provide contracting or related administrative support to the incident

2. Board of Animal Health (BAH). Determine effects of the incident on animal welfare, if applicable

3. Department of Military Affairs (DMA). When requested in accordance with established procedures, and on order of the Governor, the DMA will:

    a. Provide personnel and equipment to perform perimeter or external security detail at the RSS Warehouse, regional distribution nodes, mass dispensing sites and other sites as requested

    b. Assist in perimeter protection and placing of provided physical barriers such as perimeter fencing, barriers of various types, and perimeter lighting

    c. Provide logistical support and support personnel as needed

    d. Provide personnel and equipment to support transportation of SNS assets

4. Department of Natural Resources (DNR).

    a. Manage the Receiving, Staging, and Storage (RSS) site for the Strategic National Stockpile under the direction of MDH

    b. Provide conservation officers to enhance security efforts, if necessary and at the request of local law enforcement officials

5. Department of Public Safety (DPS).

    a. The Minnesota Bureau of Criminal Apprehension (BCA). The BCA operates and maintains the functionality of the Minnesota State Duty Officer. It is the responsibility of the State Duty Officer to notify the Minnesota State Patrol and other law enforcement agencies of the activation of the Strategic National Stockpile Program.

    b. Division of Homeland Security and Emergency Management (HSEM). Minnesota Homeland Security and Emergency Management (HSEM) under the Minnesota Department of Public Safety is responsible for activation and maintaining the State Emergency Operations Center (SEOC), coordinating the responses of state agencies under the Governor's Executive Order and providing overall support to the incident. All requests for resources are to be funneled through HSEM as the lead response and emergency management agency within Minnesota.

    c. State Patrol Division. The MSP is the lead state agency for keeping the transportation system functioning. The State Patrol will provide the security coordinating function statewide. The State Patrol will have a lead position for SNS security coordination at the SEOC. The MSP will coordinate with the U.S. Marshals, cross-border states, other state and local law enforcement agencies on provision of open and safe roads for movement of the SNS and SSAG to the RSS Warehouse(s) and/or Regional Distribution Nodes (RDN).

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1) If a direct-ship method of distribution is used where assets are shipped directly to Local Distribution Nodes (LDN), Points of Dispensing (PODS), and Treatment Centers, the State Patrol will coordinate the escort patrols for the vehicles transporting the material.

2) All communication with law enforcement and related agencies in Minnesota will be coordinated through the State Patrol dispatch center, if resources have been exhausted by the local law enforcement.

3) Use of the State Patrol helicopter to provide over-watch of shipment movements is recommended.

6. Department of Agriculture (MDA). Determine effects of the incident on food production, if applicable

7. Department of Health (MDH).

   a. Maintain a current listing of POD locations by region and related transportation logistics information (e.g., specifics regarding drop off location), RDN and LDN locations, and treatment center locations by region.

   b. Confirm and coordinate with local health jurisdictions regarding up-to-date information on primary and back-up PODs within each local jurisdiction that will be activated.

   c. At the time of an event, review with Minnesota State Patrol the list of RDNs and LDNs to be activated and provide a timeline for delivery and quantities of SNS materiel from RSS to RDN(s) and LDN(s) and/or PODs and treatment centers. Continue to provide updates throughout the event.

   d. Coordinate medical surge and patient care when one or more health regions exceed their capacity

   e. Manage the assets of the Strategic National Stockpile for the State

   f. Provide guidance to local jurisdictions on the safe disposition of remains in the event of mass casualties

   g. Coordinate the provision of short-term behavioral health services

   h. Develop recommendations on health issues and medical services

   i. Monitor transport and medical care capacity in a local or regional incident

   j. Provide prophylaxis for mission critical state and federal employees where prearranged

   k. Provide direction and guidance to local public health for the operations of mass dispensing sites

   l. Work with the Governor's Office, HHS, CDC to request the Strategic National Stockpile

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m. Coordinate the security and distribution of the Strategic National Stockpile with the US Marshal's Service and the Minnesota State Patrol

n. Oversee the Distribution and Warehousing of the Strategic National Stockpile with the DNR (MNICS), RSS Security, and private distribution vendor(s)

o. Conduct epidemiological surveillance and lab testing and sampling, if applicable

p. Work with the Federal Bureau of Investigations, FEMA, and other federal agencies as necessary

q. Maintain "clinic finder" of mass dispensing sites on MDH website

r. Oversee public information campaign and provide support to local PIOs

s. Initiate medical protocol to allow for legal dispensing of medical countermeasures

8. Pollution Control Agency (PCA).

   a. Determine the effects of the incident on exposed areas, if applicable

   b. Provide clean-up and decontamination of affected areas, if applicable

9. Minnesota Department of Transportation (MNDOT).

   a. Assist the MDH and Minnesota State Patrol with maintaining the routes that will be used to transport the Strategic National Stockpile, if requested

   b. Provide resources (trucks, barricades, road signs, etc.) if requested through the SEOC to assist in the delivery of the Strategic National Stockpile

   c. If necessary, provide transportation expertise, guidance and leadership for the distribution of the Strategic National Stockpile

10. Emergency Medical Services Regulatory Board (EMSRB).

    a. Overall responsibility for monitoring and coordinating ambulance response and providing technical assistance to ambulance services

    b. Coordination of CISM support for pre-hospital EMS providers

11. Department of Education (MDE).

    a. Provide support and resources to schools that are mass dispensing sites coordinated by local public health and support involvement of school personnel and transportation resources

    b. Encourage schools to disseminate information to families as directed by local PIOs

    c. Assist MDH with guidance regarding health, medical services and behavioral health needs of children

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12. Minnesota Management and Budget (MMB).

    a. Assist in continuity of government measures

    b. Provide staffing for mass dispensing clinic for the prophylaxis of state mission critical employees

    c. Assist MDH in identifying state mission critical workers that will require mass prophylaxis

    d. Assist MDH in notifying state mission

13. Department of Corrections (DOC).

    a. Provide correctional officers to augment security of the strategic national stockpile at the state and/or local level

    b. Provide transportation assets and material handling equipment, if necessary

III. SUPPORTING ORGANIZATIONS/AGENCIES

Depending upon the nature, location and extent of the disaster, numerous private-sector organizations and other governmental agencies may be able to provide assistance. These organizations/agencies may include one or more of the following:

A. American Red Cross

B. Citizen Corp Volunteers

C. Corps of Engineers

D. U.S. Army

E. Civil Support Team

F. Minnesota Responds Volunteers

G. University of Minnesota College of Pharmacy

IV. POLICIES AND PROCEDURES

A. During an emergency, a state determines if there is a need for SNS assets, and then requests federal assistance. Discussions between state and federal organizations are initiated, and a decision is made at the federal level to deploy assets. The material is shipped to one of the state receiving sites (RSS) where state and local authorities manage the distribution of assets.

B. No agency or entity may make a profit off of the Strategic National Stockpile. However, the MDH may allow for an administrative fee.

C. The Strategic National Stockpile is typically requested after other state and local assets have been depleted.

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V. AUTHORIZATIONS

Within the State of Minnesota, ONLY the following officials have the authority to formally request the deployment of SNS from the CDC.

A. Governor or their designee:

1. Commissioner of Health
2. Director/MDH Office of Emergency Preparedness
3. State Epidemiologist
4. Director of Homeland Security and Emergency Management
5. Lieutenant Governor

VI. SUPPORTING DOCUMENTS

A. Minnesota Duty Officer Procedures

B. Delegation of Authority to Request the Strategic National Stockpile

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I. PURPOSE

The purpose of this annex is to summarize the arrangements made to ensure the necessary medical/transportation services will be available to both citizens and patients/residents of healthcare facilities, when needed,

A. A major natural disaster or CBRNE, (chemical or hazardous materials accident/incident, explosion, disease emergency involving a biological agent, radiological, nuclear, or explosive incident) incident may result in the illness of and/or injury to citizens, which could stress the capacity of the healthcare system. In a large-scale event, the capacity of the healthcare system could be overwhelmed due to an extraordinary number of persons requiring medical triage, transportation and treatment.

B. The healthcare system in Minnesota uses a tiered response system to manage a mass casualty incident (MCI).

1. Tier 1: Healthcare facilities including hospitals, clinics and other local facilities that provide patient care and particularly, acute patient care.

2. Tier 2: Eight (8) regional Healthcare Coalitions provide a multi-agency coordination function during responses impacting the healthcare system inclusive of information sharing, situational awareness and healthcare resource coordination. Members of the healthcare coalitions include hospitals and other healthcare entities, jurisdictional emergency management, jurisdictional local public health and emergency medical services.

3. Tier 3: Jurisdiction incident management integrates healthcare organizations and healthcare coalitions with other response disciplines to facilitate effective healthcare response.

4. Tier 4: Management of State Response and Coordination of Intrastate Jurisdictions (multiple regions). MDH facilitates medical surge needs via collaboration with regional healthcare coalitions.

5. Tier 5: Interstate Regional Management Coordination occurs through the Emergency Management Assistance Compact and the Great Lakes Healthcare Partnership.

6. Tier 6: Federal Support to State and locals, including the National Disaster Medical Response System (NDMS). Disaster Medical Assistance Teams (DMAT), the Emergency System for the Advanced Registration of Healthcare Professionals (ESAR-VHP) and local Citizen Corps volunteers from the Medical Reserve Corps (MRC).

C. Radiological Medical Response. In the event of a release of radiation or radioactive material from a nuclear generating plant in Minnesota, it is possible that the public, along with emergency workers, may become contaminated or exposed to dangerous levels of radiation.

II. OFFICIALS/AGENCIES RESPONSIBLE FOR MEDICAL SERVICES

A. Local Government. Emergency medical services will normally be the responsibility of local government and the private sector. State assistance will be made available when requested or warranted by the nature and/or scope of the disaster/emergency.

B. State Government.

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Agency	Responsibility Summary Responsibility
EMSRB	**P:** Overall responsibility for monitoring and coordinating ambulance response and providing technical assistance to ambulance services. **S:** Coordination of CISM support for pre-hospital EMS providers.
MDH	**P:** Develop recommendations on health issues and medical services. **P:** Manage the assets of the Strategic National Stockpile for the State. **C:** Coordinate medical surge and patient care when one or more regional healthcare coalitions exceed their capacity. **C:** Provide guidance to local jurisdictions on the safe disposition of remains in the event of mass casualties. **C:** Coordinate the provision of short-term behavioral health services. **S:** Monitor transport and medical care capacity in a local or regional incident.
DMA	**S:** Assist with emergency decontamination, medical treatment and transportation.
DNR	**S**: Manage the Receiving, Staging, and Storage (RSS) site for the Strategic National Stockpile under the direction of MDH.
P=Primary **C**=Coordination **S**=Support	

1. Emergency Medical Services Regulatory Board (EMSRB). The EMSRB has statewide responsibility for:

    a. Monitoring and coordinating pre-hospital emergency medical resource needs during an emergency or disaster (e.g. ambulance services, disaster trailers, communication equipment) and providing technical assistance in identifying and locating additional such resources, when needed.

    b. Coordinating Critical Incident Stress Management (CISM) support to pre-hospital EMS providers.

2. Department of Health (MDH).

    a. Response Activities: For an incident involving a chemical, biological, radiological isotope, nuclear, explosive or natural disaster, MDH will:

        1) Be responsible for developing recommendations for clinicians and the community to address the health implications of the incident or its impact.

        2) Staff the Planning and Assessment Center of the SEOC, as requested to assist in estimating the impact of the incident and participate in the development of the Incident Action Plan.

        3) Staff the MDH Department Operations Center (DOC), as needed, to monitor and coordinate medical care surge capacity and transport capability based on the size and scope of the event.
            a) Provide technical assistance for off-site care facility, isolation capacity, and patient care coordination.
            b) Coordinate patient care surge capacity needs with regional healthcare coalitions (Tiers 3,4,5, and 6);
            c) Track hospital bed capacity and medical resources using MNTrac (Tiers 3,4,5, and 6);

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d) Assist with healthcare, behavioral health and public health staff surge capacity needs using Minnesota Responds Medical Reserve Corps. (Tiers 2, 3,4,5,and 6);
e) Manage the assets of the State Pharmaceutical (Tiers 2, 3, 4, 5, and 6).
f) Manage the assets of the Strategic National Stockpile and managed inventory for the State (Tiers 2, 3, 4, 5, and 6).
g) MDH Health Regulation Division is responsible for the monitoring of licensed health care providers to ensure patient/resident safety.
h) MDH Health Regulation Division is responsible for investigations of patient/resident care of licensed providers.
i) MDH Health Regulation Division serves as liaison to the Department of Health and Human Services – Centers for Medicare and Medicaid Services on emergency activities and regulatory issues.

4) Provide guidance to local jurisdictions on mortuary or death-related services and determine temporary morgue and cemetery locations.

5) When requested by local or state authorities, MDH will coordinate the Minnesota Behavioral Health Medical Reserve Corps for the provision of short-term behavioral health services to individual communities and responders.

6) Other MDH Response Resources.

a) MNTrac is a web-based system used to track bed, pharmaceutical and resource availability for all hospitals, nursing home and other long-term care setting facilities within the state as well as provide for allocation of these resources to support surge capacity needs. Hospital bed diversion status, emergency event planning, emergency chat, and alert notification are supported in real time.

b) MNTrauma is a web-based system used by the statewide trauma system to decrease injured patients' time to definitive care by ensuring that patients' medical needs are appropriately matched with hospitals' resources.

c) Minnesota Responds Medical Reserve Corps (MRC) is a partnership that coordinates volunteers on a local, regional, and statewide basis to assist our public health and healthcare systems. The MN Responds MRC is part of a national initiative to pre-register and pre-credential health personnel who are willing to volunteer during an emergency. Each region has a local or regional MNResponds MRC coordinator who will activate and deploy volunteer health volunteers during a MCI event within a healthcare coalition. In a multi-regional event, MDH will coordinate the health volunteer deployment in collaboration with regional MN Responds coordinators.

3. Department of Military Affairs (National Guard). When requested in accordance with established procedures, and on order of the Governor, the National Guard may provide assistance with emergency decontamination, medical treatment and transportation.

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4. Department of Natural Resources (DNR). The Department of Natural Resources, Division of Forestry, under agreement with MDH shall activate a MNICS Incident Management Team to manage the Receiving, Staging and Storage (RSS) site if the Strategic National Stockpile is activated and they are requested to do so.

C. Federal Assistance.

1. National Disaster Medical System (NDMS). As a result of a catastrophic event, the state of Minnesota, through FEMA, can call upon the assistance of the NDMS. NDMS can provide:

   a. Disaster Medical Assistance Teams (DMAT) which are prepared to deliver emergency medical care in large-scale emergency situations.

   b. Pharmaceuticals and medical supplies to supplement existing medical resources.

2. Centers for Disease Control and Prevention (CDC). CDC has available pharmaceuticals, medical equipment and supplies for treatment and prophylaxis of biologic agents, chemical nerve agents and other disaster incidents of great magnitude.

3. Emergency System for the Advance Registration of Volunteer Health Professionals (ESAR-VHP). Through DHHS, ESAR-VHP can provide healthcare staff from other states to assist with medical care during a catastrophic event where state resources are exceeded. These resources would be coordinated through MDH.

III. SUPPORTING ORGANIZATIONS/AGENCIES

American Red Cross. The American Red Cross has several types of medical services that it provides in the event of a major disaster/emergency.

A. Disaster Nurses provide assistance at First Aid Stations, temporary morgues, reception centers and hospitals.

B. Blood Services. The North Central Region Blood Center supplies blood and blood products, and coordinates blood donor activities.

C. Disaster Stress Intervention. The Red Cross coordinates with MDH on the provision of behavioral health intervention for disaster victims and emergency workers.

IV. MEDICAL SERVICES OPERATIONS

A. General. This section on medical services operations describes various emergency functions to be implemented in the event that local resources are exceeded by a multiple casualty incident (MCI). A MCI could result from a major disaster or emergency that affects the public and emergency workers responding to these incidents.

1. Medical Support Facilities during a Mass Casualty Incident (MCI)

   a. Minnesota has 141 hospitals of which 136 are currently part of the Minnesota Trauma System and designated at one of four levels. As of April 2014, there are eight Level I, seven Level II, thirty Level III and eighty-six Level IV (critical access) designated trauma system hospitals. All acute care and critical access hospitals are licensed by MDH, and have self-determined their category of hospital emergency services for children and for chemical, biological, radiological, burn and trauma events. This

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information is documented on MNTrac, the state's hospital resource tracking system maintained by MDH.

2. Medical Support Facilities during a Nuclear Generating Plant Incident

   a. The medical facilities enumerated in this section, all licensed by the Department of Health (with the exception of one Wisconsin-based facility), agree to provide outpatient, inpatient and related health services in the event of an MCI, which affects the general public and emergency workers.

B. <u>Medical Services during a Nuclear Generating Plant Incident.</u>

1. Transportation and medical services for the public and emergency workers.

   a. Introduction.

      1) This section addresses the arrangements for medical services for contaminated injured people, excluding hospital and nursing home patients, and emergency workers, in accordance with the planning standards set forth by FEMA Guidance Memorandum MS-1, "Medical Services," dated November 13, 1986.

         a) FEMA defines the term "contaminated injured" to mean:

            i. Contaminated and otherwise physically injured,

            ii. Contaminated and exposed to dangerous levels of radiation, or

            iii. Exposed to dangerous levels of radiation.

         b) Included in this section is a listing of the hospitals having the capabilities of treating and handling contaminated injured individuals and the identification of ambulance transportation providers for them.

         c) References to medical staff training drill and exercise requirements are also included.

   b. Medical Support Facilities

      1) In order to ensure that members of the public who are contaminated injured receive appropriate and swift medical attention, arrangements were made with primary and back-up hospitals to receive and treat these people. These hospitals are listed in Appendix G-1: Primary and Back-up Hospitals, along with their approximate ambulatory and non-ambulatory capacities and their straight-line distances from the appropriate nuclear generating plant for the Monticello and Prairie Island areas.

      2) The primary and back-up hospitals are Joint Commission on Accreditation of Healthcare Organizations (JCAHO) accredited and have the personnel, services, resources and treatment protocols necessary to handle contaminated injured members of the public. Letters of agreement with these hospitals are listed in Appendix 3 of the Basic Plan. Protocols for the treatment and disposition of

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contaminated injured individuals for these hospitals are on file with the Division of Homeland Security and Emergency Management and the hospitals.

3) The SEOC has coordinated communications with the primary and backup hospitals (medical support facilities).

4) In addition to the primary and back-up medical support facilities listed in Appendix G-1, there are several other JCAHO accredited hospitals in Minnesota and Wisconsin, which are capable of providing medical support for contaminated injured people. These hospitals are listed in Appendix G-2: Additional JCAHO Accredited Facilities, along with their approximate ambulatory and non-ambulatory capacities (number of outpatients/day and number of beds, respectively).

c. Reception Center Medical

1) A specially trained team of medical personnel will be available at the evacuee reception center to provide medical care and to determine additional medical assistance necessary for contaminated injured members of the public and emergency workers who report to the reception center.

2) Specific protocols and procedures are on file at the Division of Homeland Security and Emergency Management.

d. Transportation Providers

1) Transport of the public or emergency workers, who are contaminated, injured to the medical support facilities listed in Appendices G-1 and G-2 is dependent on the degree and type of injury, radiation exposure, uptake and contamination received.

2) Members of the public or emergency workers who may have been exposed to radiation and/or contaminated with radioactive materials from the nuclear generating plant, but who have not been injured or do not appear sick, will go to a pre-designated center for radiological monitoring and decontamination. The public will go to reception/decontamination centers (See Annex J: Mass Care, Housing, and Human Services.), while emergency workers will go to decontamination centers at pre-designated county locations. (See appropriate county emergency plans.) For these individuals, after consultation with the medical team, non-ambulance transportation resources (e.g., cars, vans, or buses) may be used for transport to the proper medical support facility, if additional medical diagnosis or treatment is necessary.

3) For members of the public or emergency workers who may have been exposed to radiation and/or contaminated and who are physically injured and/or appear to be sick, direct transport from home or a reception or decontamination center to a medical support facility may be necessary. Transport may require the services of an ambulance. Providers of ambulance transportation vehicles and an indication of the number of such vehicles available are listed in Appendix G-3: Ambulance Transportation Providers for Contaminated Injured.

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4) Mobile medical support (ambulance) coordinates communication with the fixed medical facility (hospital). The SEOC can contact the ambulance through communication with the hospital.

5) Letters of agreement were obtained and are on file with the Minnesota Division of Homeland Security and Emergency Management (see Basic Plan: Appendix 3) or the appropriate county emergency management agency.

2. Transportation and medical services for patients and residents in health care centers

a. Introduction

1) In the event of a serious radiological emergency at either the Monticello or Prairie Island Nuclear Generating Plant, protective actions (e.g., sheltering or evacuation) may be necessary to reduce or eliminate radiation exposures to the affected populace.

2) Within the 10-mile emergency planning zones (EPZs) of both nuclear generating plants are health care facilities and institutions (e.g., hospitals, nursing homes, boarding care homes, etc.) whose immobile populations, patients or residents, may be seriously affected by implementation of these protective actions. Evacuations are of special concern, because of the medical and transportation needs that many of these patients and residents may have. In addition, special host facilities may be needed to house and treat those individuals who need special or continued urgent medical care.

3) To ensure that people in these facilities can be safely transported and cared for following an evacuation, special plans are needed with the appropriate “risk area” facilities, ambulance and other transportation providers and "host area" facilities.

b. "Risk Area" Health Care Facilities and Evacuation Plans

1) The MDH’s Division of Health Regulation requires health care facilities to develop emergency evacuation plans.

2) The risk area health care facilities in the Monticello and Prairie Island areas are listed in Appendix G-4: Risk Area Health Care Facilities, along with their non-ambulatory capacities or number of beds.

c. Patient Transportation

1) Local governments are responsible for transporting evacuees out of the risk area. They may request assistance from the state, in which case the EMSRB will coordinate pre-hospital emergency medical services and transportation for patients requiring an ambulance.

d. "Host Area" Facilities

1) Patients and health care residents evacuated from risk area health care facilities will be transported to "host" (reception) facilities located in non-affected areas for continued medical care and supervision.

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2) The designated host facilities for patients and residents evacuated from the risk area health care facilities in the Monticello and Prairie Island areas and an estimate of the number of beds available for evacuee use are listed in Appendix G-5: Host Facilities for Evacuated Risk Area Health Care Population.

3. Emergency Response Training

   a. Radiological emergency response training for medical support personnel involved in transporting or treating contaminated injured members of the public is provided on an annual basis by HSEM. Records of this training are maintained by HSEM.

4. Medical Emergency Drills and Exercises

   a. FEMA evaluates biennial medical emergency exercises, involving the primary and back-up medical support facilities and ambulance transportation providers. Drills are held annually. These drills and exercises may involve on-site NSPM plant employees, emergency workers or members of the public.

V. SUPPORTING DOCUMENTS

A. Minnesota Department of Health All-Hazards Response and Recovery Plan.

B. Minnesota Department of Health Pandemic Influenza Plan.

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I. PURPOSE

The purpose of this annex is to indicate which agencies are responsible for providing fire protection and to describe the specific areas of responsibility assigned to these agencies.

II. OFFICIALS/AGENCIES RESPONSIBLE FOR FIRE PROTECTION

A. Local Government. Local fire departments have the primary responsibility for providing fire protection for both public and private property.

B. State Government.

	Responsibility Summary
Agency	**Responsibility**
DMA	**S:** Assist in fighting wildland fires.
DNR	**P:** Responsible for wildland fire protection.
DPS	**P:** Coordinate state response to major fires, other than forest and grass fires; provide assistance to local governments.
MDH	**C:** Coordinate the provision of short-term behavioral health services.
P=Primary	**C**=Coordination **S**=Support

1. Department of Military Affairs (National Guard). When requested in accordance with established procedures, and on order of the Governor, the National Guard can assist in fighting wild land fires and large infrastructure fires at nuclear generating plants. It can provide UH-60 and CH-47 helicopters with bambi buckets that can be used for firefighting. Additionally, the National Guard can provide support equipment, including transportation (air and ground), communications, field kitchens, potable water and shelters. National Guard assistance may be provided for fire protection when:

    a. Requested by authorized local government authorities and approved by the Governor.

    b. Requested by the DNR Forestry Division and approved by the Governor.

2. Department of Natural Resources (DNR), Forestry Division. DNR's Forestry Division is responsible for wildland fire protection in the state, working under agreements with the Federal wildland fire agencies in the Minnesota Incident Command System (MNICS) partnership. The Forestry Division's specific responsibilities include:

    a. Prevent and extinguish wildland fires on all lands that are not protected by federal or tribal agencies, in the state.

    b. Arrange for or provide training in emergency wildfire operations for local governments, in full coordination with the Fire Marshal and Homeland Security and Emergency Management Divisions of the Department of Public Safety and with the Minnesota State Colleges and Universities (MnSCU).

    c. Coordinate wildfire suppression planning and direct wildfire suppression activities.

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d. Assist local governments in preparing for the fire potential.

e. Use wildfire support aircraft for the movement of evacuees.

f. Provide specialized expertise in incident management, fire technical specialists, GIS, training of individuals specializing in air support and tactical positions weather and wildfire behavior, and media relations.

g. Provide Division of Enforcement personnel to assist with traffic control and public alerting, both on the ground and using aircraft with public address systems.

h. Provide pre-planning, training and financial assistance to rural fire departments, including excess property and grants.

i. Keep Sheriffs apprised of evacuation forecasts. Initiate evacuation of citizens in imminent danger from wildfire.

3. Department of Public Safety (DPS), Fire Marshal Division. The Fire Marshal Division has several responsibilities in the area of fire protection. Among them are:

a. Assist local government in:

1) Emergency rescue operations (except missing/lost person search and rescue) and fire protection.

2) Obtaining fire fighting emergency response and rescue assistance, through the Minnesota Intrastate Fire Service Mutual Aid Plan (MIMAP), in a disaster/emergency.

3) Investigating the origin and cause of fires and explosions, when requested by local authorities or when deemed necessary by the State Fire Marshal (MN Statutes 299F.04, subd. 2).

4) When requested by local authorities or deemed necessary by the State Fire Marshal (MN Statutes 299F.04, subd. 2), whenever the cause of a fire is determined to be other than accidental, the Fire Marshal Division will assist local authorities with the collection and analysis of evidence and the preparation of criminal cases for prosecution.

b. Coordinate with Minnesota State Colleges and Universities, the Department of Natural Resources and the Division of Homeland Security and Emergency Management (HSEM) in training for local government in emergency fire and rescue operations.

c. Coordinate the state response to major fires (except those that involve forest and grass fires in the forested areas of the state) and assign personnel to state and regional emergency operations centers in order to carry out this coordination.

d. Provide, upon the request of a local jurisdiction, technical expertise necessary to examine major structure fires (large dollar loss or multiple fire deaths) to identify the effectiveness of fire protection systems and prevention programs in place prior to the

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fire. The results of such examinations shall be used in efforts to prevent similar future losses.

e. When requested by local authorities or deemed necessary by the State Fire Marshal, personnel shall be assigned to conduct fire and life safety inspections of jurisdictional facilities damaged or otherwise impacted during a disaster or major emergency.

3. Department of Public Safety (DPS), Fire Marshal Division. The Fire Marshal Division has several responsibilities in the area of fire protection. Among them are:

a. Assist local government in:

1) Emergency rescue operations (except missing/lost person search and rescue) and fire protection.

2) Obtaining firefighting emergency response and rescue assistance, through the Minnesota Intrastate Fire Service Mutual Aid Plan (MIMAP), in a disaster/emergency.

3) Investigating the origin and cause of fires and explosions, when requested by local authorities or when deemed necessary by the State Fire Marshal (MN Statutes 299F.04, subd. 2).

4) When requested by local authorities or deemed necessary by the State Fire Marshal (MN Statutes 299F.04, subd. 2), whenever the cause of a fire is determined to be other than accidental, the Fire Marshal Division will assist local authorities with the collection and analysis of evidence and the preparation of criminal cases for prosecution.

b. Coordinate with Minnesota State Colleges and Universities, the Department of Natural Resources and the Division of Homeland Security and Emergency Management (HSEM) in training for local government in emergency fire and rescue operations.

c. Coordinate the state response to major fires (except those that involve forest and grass fires in the forested areas of the state) and assign personnel to state and regional emergency operations centers in order to carry out this coordination.

d. Provide, upon the request of a local jurisdiction, technical expertise necessary to examine major structure fires (large dollar loss or multiple fire deaths) to identify the effectiveness of fire protection systems and prevention programs in place prior to the fire. The results of such examinations shall be used in efforts to prevent similar future losses.

e. When requested by local authorities or deemed necessary by the State Fire Marshal, personnel shall be assigned to conduct fire and life safety inspections of jurisdictional facilities damaged or otherwise impacted during a disaster or major emergency.

4. Minnesota Department of Health (MDH). When requested by local or state authorities, MDH will coordinate the Minnesota Behavioral Health Medical Reserve Corps for the provision of short-term behavioral health services to individuals, communities, and responders.

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III. POLICIES AND PROCEDURES

A. State agencies involved in a major wildfire protection/fighting effort will maintain adequate records of personnel and equipment expenses incurred.

B. All requests for federal government (financial) wildfire fighting assistance will be coordinated through HSEM and DNR.

C. In the Arrowhead region of Minnesota, there are pre-established wildfire protection zones; however, all large or complex wildfire incidents are managed by an Interagency Minnesota Incident Command System (MNICS) Incident Management Team, regardless of protection zone.

IV. SUPPORTING DOCUMENTS

A. FEMA-State Agreement for the Fire Management Assistance Grant Program

B. Mutual Aid Agreements

C. Minnesota Statutes, Chapter 88.01-88.28

D. Northern Minnesota Wildfire Integrated Response Plan

E. State of Minnesota Administrative Plan and Procedures for the Public Assistance (Infrastructure) Program, including the Fire Management Assistance Grant Program.

F. Minnesota Department of Health All-Hazards Response and Recovery Plan.

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I. PURPOSE

The purpose of this annex is to provide an overview of state government responsibilities with respect to in-place sheltering, evacuation, traffic control and security, during a major disaster or emergency.

II. OFFICIALS/AGENCIES RESPONSIBLE FOR EVACUATION/TRAFFIC CONTROL/SECURITY

A. Local Government.

1. The majority of evacuations or in-place sheltering takes place upon the direction of local officials and without the involvement of state agencies. If local jurisdictions need additional assistance or resources in order to carry out an evacuation, the Minnesota Duty Officer (MDO) may be contacted to locate that assistance.

2. *In the event of a nuclear generating plant incident*, the affected county warning points are responsible for implementing their portion of the Public Alert and Notification System (PANS), including sounding their outdoor warning sirens, should an evacuation become necessary.

B. State Government. State agencies will likely have a significant role in large-scale evacuations, state facility evacuations or sheltering in-place, and evacuations involving roads, and/or land. Following is a summary of state agency evacuation, traffic control and security responsibilities.

	Responsibility Summary
Agency	**Responsibility**
EMSRB	**S:** Evacuation of health/medical facilities.
DMA	**S:** Assist with evacuation efforts, when requested.
DNR	**S:** Assist with evacuation or sheltering in place warnings in state recreation areas and adjacent waters.
DPS	**P:** Overall responsibility for coordinating evacuation or sheltering in place and traffic control/security efforts. **P:** In conjunction with the leadership of Minnesota Voluntary Organizations Active in Disaster (MNVOAD), contact voluntary agencies that assist in situations involving animals, when necessary.
MDH	**C:** Coordinate the provision of short-term behavioral health services.
Mn/DOT	**S:** Assist state and local authorities in carrying out a large-scale evacuation or sheltering in place.
Metropolitan Council/Metro Transit	**C:** During accident/incidents at the Monticello Nuclear Generating plant coordinate the evacuation of the Big Lake North Star Rail Station and the closure or the North Star Rail. **S:** Assist state and local authorities in carrying out a large-scale evacuation or sheltering in place. **S:** Provide staffing to the SEOC as necessary.
DOC	**S:** Assist with evacuation efforts, when requested.
P=Primary	**C**=Coordination **S**=Support

1. Emergency Medical Services Regulatory Board (EMSRB). When local governments request assistance from the state, the EMSRB will coordinate pre-hospital emergency medical services and transportation for patients who require an ambulance.

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2. Department of Military Affairs (National Guard). When requested in accordance with established procedures, and on order of the Governor, the National Guard will:

    a. Provide personnel to assist in disseminating an evacuation or sheltering in place warning in state recreation lands and adjacent waters, and other evacuation duties as directed by the Governor.

    b. Assist local government in staffing traffic control points (TCPs), as requested.

    c. Provide such assistance as may be required by local law enforcement agencies.

3. Department of Natural Resources (DNR), Enforcement Division. The Enforcement Division and other DNR divisions provide personnel to assist in traffic control, security, disseminating an evacuation or sheltering in place warning in state recreation lands and adjacent waters, when requested by HSEM.

4. Department of Public Safety (DPS).

    a. Division of Homeland Security and Emergency Management (HSEM). HSEM will:

        1) Coordinate with other involved agencies to recommend the appropriate protective actions in response to a serious chemical, biological or radiological threat.

        2) In conjunction with the leadership of the Minnesota Voluntary Organizations Active in Disaster (MNVOAD), contact voluntary agencies that assist in disaster situations involving animals, when such situations arise.

        3) *In the event of a nuclear generating plant incident* and prior to an evacuation or sheltering in place recommendation:

            a) The recommendation to the Governor for evacuation or sheltering in place, as a protective measure, may consider federal government criteria, regarding radiation exposure and contamination.

            b) Provide re-entry advice, following an evacuation. (See Annex F: Health and Safety Protection for additional information.)

            c) Notify the affected county warning points in Minnesota and request that they implement their portion of the Public Alert and Notification System (PANS), including the outdoor warning sirens.

            d) Notify contiguous states, as appropriate.

            e) Have the Minnesota Duty Officer or SEOC Communications Officer set up the EAS message on Endec Pro for the purpose of releasing a pre-scripted message about the evacuation or sheltering in place.

            f) As a backup, notify the Chanhassen National Weather Service Forecast Office and request activation of the Emergency Alert System (EAS) for the release of a pre-scripted EAS message about the evacuation or sheltering in place.

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g) As a backup, request the Chanhassen National Weather Service Forecast Office to broadcast the pre-scripted EAS message, dealing with evacuation or sheltering in place, over the NOAA Weather Radio - All Hazards System.

b. Bureau of Criminal Apprehension (BCA). BCA will:

1) *In the event of a nuclear generating plant incident* and prior to an evacuation or sheltering in place recommendation the Minnesota Duty Officer or SEOC Communications Officer will set up the EAS message on Endec Pro for the purpose of releasing a pre-scripted message about evacuation or sheltering in place.

2) Be the lead state investigative agency for major crimes and major hostile action incidents.

c. State Patrol Division. The State Patrol will:

1) Coordinates the state and local governments' traffic control efforts in all evacuations involving the use of interstate and state highways in Minnesota. State Patrol responsibilities in this area include:

2) Provide personnel to staff the primary, alternate and/or regional emergency operations center(s) (EOCs) for coordinating a major evacuation effort.

3) Provide traffic control and law enforcement services on all interstate and state highways within Minnesota. As much as possible, the State Patrol will provide sufficient staff to establish and maintain TCPs on all interstate and state highways used as major evacuation routes.

4) Provide security as available, when needed/requested, for key state facilities.

5) When available and requested assist local law enforcement agencies.

6) Provide security and protection to the Governor and other key state officials.

7) Escort emergency response equipment dispatched to the emergency site, when requested and available.

8) Respond to any crowd control or civil disturbance problems occurring on or affecting an interstate or state highway.

9) *In the event of a nuclear generating plant incident,* the State Patrol will:

a) Secure and maintain TCPs on all interstate and state highways at pre-determined locations.

b) Maps depicting the locations of state and local government TCPs are on hand at the SEOC and the local government EOCs. These maps are also used to show the evacuation routes being utilized.

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c) Control access to evacuated areas, through TCPs.

5. Minnesota Department of Health (MDH). When requested by local or state authorities, the MDH will coordinate the Minnesota Behavioral Health Medical Reserve Corps for the provision of short term behavioral health services for individuals, communities, and responders.

6. Department of Transportation (Mn/DOT). Mn/DOT has several support responsibilities in connection with a large-scale evacuation, including:

   a. Assign personnel, as necessary, to the primary, alternate and/or regional emergency operations center(s) (EOCs) to coordinate with the State Patrol and other agencies involved in the evacuation effort.

   b. Assist the State Patrol, as needed, with traffic control activities due to an evacuation or following an accident on or affecting an interstate or state highway in Minnesota.

   c. Remove debris, vehicles and other impediments from all interstate and state trunk highways being used as evacuation routes.

   d. Provide any highway clearances and waivers required to expedite the transportation of high-priority materials and the evacuation of personnel, during periods of declared emergencies.

   e. Provide other roadway assistance to local political subdivisions, with available resources, as requested.

   f. Prepare emergency highway traffic regulation procedures and policies for the regulation of highway travel during a large-scale evacuation, as required.

   g. Assist political subdivisions in coordinating public transportation resources (rail, bus, truck, etc.) needed during a large-scale evacuation, as requested.

   h. In the event of a nuclear generating plant incident, MnDOT will:

      1) Place barricades at pre-determined TCPs on interstate and state highways. Local governments are responsible for establishing TCPs at pre-determined locations on county and township roads.

      2) Clear potential impediments from state evacuation routes, when necessary.

      3) Notify responsible agencies to prohibit: public bus, air, rail and river traffic in the affected area.

7. Metropolitan Council/Metro Transit. Metro Transit will:

   a. Provide direct support with planning, coordination, equipment, personnel and facilities for Twin Cities Metropolitan Area. Metropolitan Council/Metro Transit shall provide consultative services with MnDOT for out-state transit planning, coordination and response.

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b. Assign personnel, as necessary, to primary, alternate and/or regional emergency operations center(s) (EOCs) to coordinate with the State Patrol, Mn/DOT, and other agencies involved in the evacuation effort.

c. Assist political subdivisions and local law enforcement agencies in coordinating public rail and transit, including paratransit transportation resources needed during a large-scale evacuation, as requested.

d. Develop procedures, support transit and emergency operations planning, with available resources, as requested.

e. Provide staffing to the SEOC as necessary.

f. During accident/incidents at the Monticello Nuclear Generating plant coordinate the evacuation of the Big Lake North Star Rail Station and the closure of the North Star Rail.

8. Department of Corrections (DOC). DOC shall make its Correctional Officers' and Fugitive Unit Officers available, when available, to assist other state agencies' with evacuation and traffic control during a disaster or emergency.

III. AUTHORITY TO RECOMMEND EVACUATION

A. State Government.

1. In the event of an escalating peacetime emergency within the State of Minnesota (such as a serious incident at the Monticello or Prairie Island Nuclear Generating Plant), the Governor has the authority to declare a peacetime emergency (Minnesota Statutes, Chapter 12) and may order an evacuation or sheltering in place of residents.

2. In the event of a national security threat, the Governor has the authority to declare a national security emergency and may order an evacuation or shelter in place of residents.

3. The Governor can order a mandatory evacuation, during a Governor's declared emergency. Authority exists to control ingress and egress to/from a disaster area and the occupancy of premises in the area after a disaster occurs, unless the presence of people presents a public safety hazard to others.

B. Local Government.

1. In the event of an escalating emergency outside city limits, the sheriff of the affected county has the authority to recommend an evacuation or sheltering in place of residents. Within city limits, the mayor has this authority.

2. The county sheriff has the authority to order a mandatory evacuation or sheltering in place, if the local government has adopted specific ordinances addressing mandatory evacuation.

3. *In the event of a serious incident at the Monticello or Prairie Island Nuclear Generating Plant*, the utility will notify the MDO and the county warning point and may recommend evacuation or sheltering in place. In such instances, the county sheriff has the authority to implement the pre-determined evacuation or shelter in place protective action.

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IV. OPERATIONS POLICIES AND PROCEDURES

A. Prior to recommending a large-scale evacuation, the State of Minnesota will discuss and evaluate all other possible protective actions, including sheltering in place.

B. If it is determined that a large-scale evacuation is necessary, the Governor will recommend that the affected population evacuates.

C. With the exception of the mobility-impaired and others who have specialized needs, those who are asked to evacuate will normally be responsible for transporting themselves, unless other arrangements are made.

D. Any state agency personnel who are first at the scene of an accident/incident involving high-level radioactive waste or hazardous materials will take immediate appropriate actions or inform the appropriate authorities, in order to control incoming traffic.

E. Evacuation routes will be determined by the agency responsible for coordinating traffic control during the evacuation. Procedures for multiple transit service requests shall be determined by the State Emergency Operations Center (SEOC) during multi-jurisdictional events or by local EOCs during single jurisdictional events

F. *In the event of a nuclear generating plant incident*, plant personnel will coordinate any evacuation of on-site staff with local law enforcement officials.

G. In the event of an evacuation, the management of issues regarding companion and service animals is primarily a local responsibility. If local capabilities are exceeded, the local emergency manager may request assistance from the Animal Disaster Coalition or HSEM.

V. EVACUATION OF SPECIAL POPULATIONS

A. Evacuation of the Mobility-Impaired. Transportation of the mobility-impaired out of the area to be evacuated is a local government responsibility. (For specific arrangements, see city and county emergency plans. *In the event of a nuclear generating plant incident*, those plans are located in Dakota County, Sherburne County, Wright County, and Goodhue County/ City of Red Wing.)

B. Evacuation of School Children. Coordination of the evacuation of school children is the responsibility of the local emergency management directors and Minnesota Department of Education. (For specific details, see the nuclear generating plant emergency response plans for Sherburne County, Wright County and Goodhue County/City of Red Wing). There are no schools located in the Dakota County Emergency Planning Zone (EPZ).

C. Childcare Facilities. Daycares are considered part of the general population and will be evacuated or sheltered accordingly.

VI. EVACUATION TIME ESTIMATES/PROJECTED TRAFFIC CAPACITIES DURING NUCLEAR GENERATING PLANT INCIDENTS

A. Northern States Power Minnesota (NSPM) contracted the development of evacuation time estimates and projected traffic capacities for evacuation routes for the Prairie Island and Monticello Nuclear Generating Plants. The following reports are on file at the State EOC:

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1. Evacuation Time Estimates for the Prairie Island Nuclear Generating Plant Emergency Planning Zone

2. Evacuation Time Estimates for the Monticello Nuclear Generating Plant Emergency Planning Zone

VII. REPORTING LOCATION FOR EVACUEES DURING ACCIDENTS/INCIDENTS

A. At the time of an evacuation, evacuees would be directed to a pre-designated location for registration, per city and county plans.

B. *In the event of a nuclear generating plant incident*, all evacuees will be instructed to report to a pre-designated reception center. Maps depicting the population distribution around the nuclear generating plants and the evacuation routes to, and location of, the pre-designated reception centers are on file in the State EOC and county EOCs for the respective plants.

VIII. SUPPORTING DOCUMENTS

A. HSEM Standard Operating Guidelines

B. State Patrol and Mn/DOT Emergency Procedures for Nuclear Generating Plant Emergencies

C. State Animal Emergency Operations Guidelines

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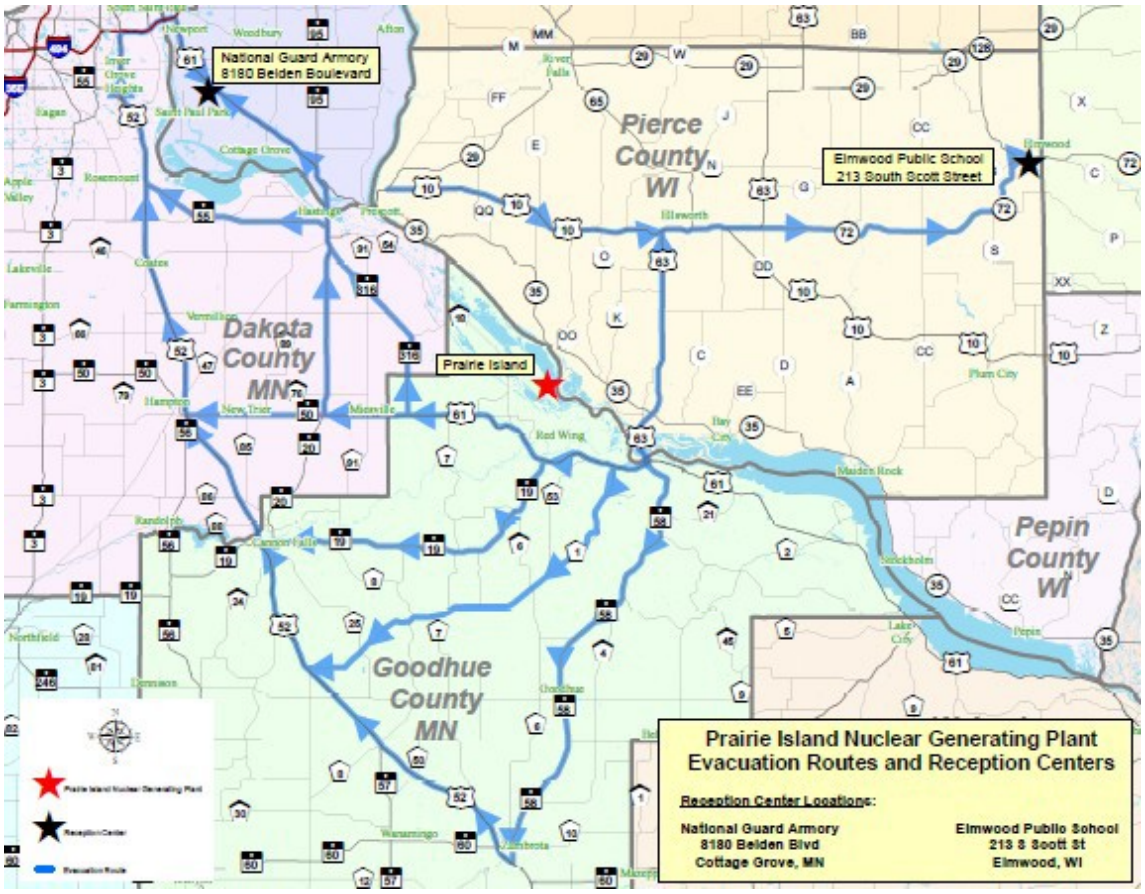
Prairie Island Nuclear Generating Plant Evacuation Routes



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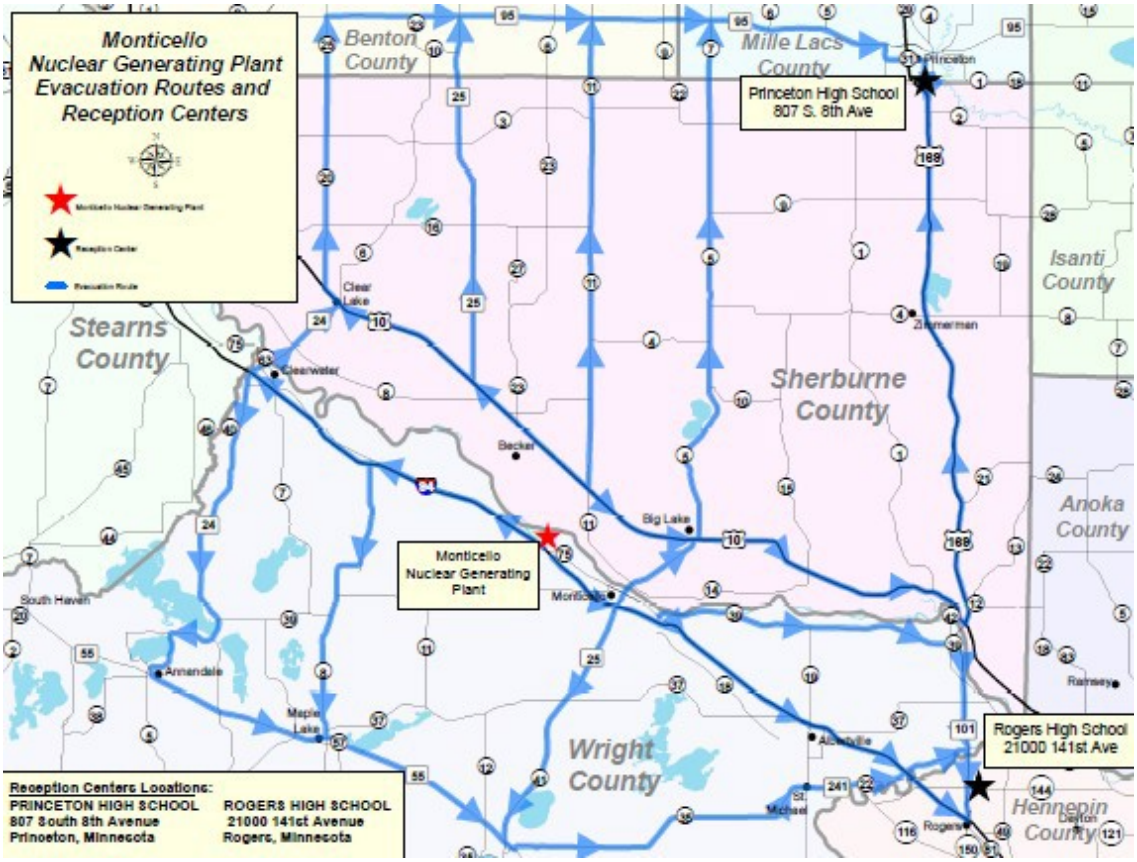
Monticello Nuclear Generating Plant Evacuation Routes



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I. PURPOSE

The purpose of this annex is to provide an overview of how the emergency human service needs of Minnesota residents will be met in the event of a major disaster/emergency. These mass care needs may include: establishment of a reception center and mass care site, registration of evacuees, disaster welfare inquiry, housing, feeding, clothing and crisis counseling.

In the event of a nuclear generating plant incident, it may be necessary to monitor and decontaminate evacuees and, if necessary, transport them to medical facilities. These evacuees would come from the 10-mile radius Emergency Planning Zone (EPZ), surrounding the Prairie Island and Monticello Nuclear Generating Plants. (See Annex I: Evacuation/Traffic Control/Security for further evacuation information.)

II. OFFICIALS/AGENCIES RESPONSIBLE FOR MASS CARE, HOUSING AND HUMAN SERVICES

Except in the event of a nuclear generating plant incident, the primary responsibility for mass care normally rests with county human service departments, other local government agencies and volunteer agencies/organizations. In the event of a major disaster/emergency, state agencies also have mass care responsibilities as follows:

Agency	Responsibility Summary Responsibility
EMSRB	**C:** Coordinate EMS and ambulance transport.
DHS	**P:** Overall responsibility for the reception centers during a Monticello or Prairie Island nuclear power plant incident. **C:** Overall responsibility for coordinating mass care, housing and human services. **C:** Overall responsibility for identifying support for people with special needs during a major disaster/emergency. **S:** Provide USDA-donated food, upon request.
DMA	**S:** Assist with radiological monitoring of evacuees and monitor their vehicles, during a nuclear generating plant incident or terrorist event; assist with vehicle decontamination.
DPS	**C:** Coordinate individual assistance programs and mass care activities with private relief agencies.
MDH	**S:** Inspect mass care sites and kitchens. **S:** Provide guidance, regarding health impacts of mass care sites. **S:** Coordinate the provision of short-term behavioral health services.
MN.IT	**P:** Establish network/telecommunications infrastructure in for state agencies, (including data, voice, and video). **P:** Acquire workstations and other technology equipment and services for state agencies.
P=Primary **C**=Coordination **S**=Support	

A. Minnesota Veterinary Medical Association (MVMA). In the event of a nuclear generating plant incident, MVMA will coordinate with Minnesota Veterinary Reserve Corp and assist HSEM and DHS in ensuring that reception center personnel report to the reception center at the Site Area Emergency classification level or as soon as possible during a rapidly escalating event to perform monitoring, decontamination and registration of household pets and service animals. Livestock

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and exhibition/large animals are sheltered in place and are not transported to reception centers during nuclear power plant emergencies.

B. Emergency Medical Services Regulatory Board (EMSRB). Upon request, the EMSRB will coordinate ambulance standby service at reception centers and mass care sites and transport to medical facilities.

C. Department of Health (MDH). MDH will:

1. Take appropriate actions to ensure safe conditions and provide guidance on the health impacts of mass care sites.

2. Provide technical assistance, regarding the monitoring, clean up, and decontamination of personnel, equipment, and facilities used in mass care or mass housing.

3. Provide technical assistance and when requested by local or state authorities, MDH will coordinate the Minnesota Behavioral Health Medical Reserve Corps for the provision of Psychological First Aid (PFA) and other short-term behavioral health services for those impacted by the disaster.

D. Department of Human Services (DHS). DHS has overall responsibility for the coordination of mass care human services. Specific DHS responsibilities include:

1. Coordinate a major mass care, housing and human services effort by assigning personnel, as necessary, to the primary, alternate and/or regional state emergency operations center(s) (EOCs).

2. Assist in notifying county human service departments and other human services agencies and organizations that an emergency or disaster has occurred.

3. Provide representation at disaster recovery centers (DRCs) and the disaster area itself, as deemed necessary by the Division of Homeland Security and Emergency Management (HSEM), to identify and assist disaster victims.

4. As requested coordinate with county human service departments, the American Red Cross, HSEM and others, as needed, to evaluate the human services needs of disaster victims including support for persons with special needs. DHS will maintain a list of sign language interpreters that can be made available if requested.

5. Assist with immediate mental health and chemical health services, apply for and administer special crisis counseling program grants for disaster victims and provide crisis counseling training for human service providers in the disaster area. The Mental Health/Chemical Health All Hazards plan will be activated as needed.

6. Coordinate the Disaster Supplemental Nutrition Assistance Program (D-SNAP).

7. Provide emergency food assistance with USDA food donated to disaster relief agencies and emergency feeding programs.

8. Coordinate with county human service agencies to meet needs of disaster victims (food, shelter, clothing and medical) through state and federal income maintenance programs.

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9. Coordinate the delivery of emergency human services with the American Red Cross, local government and other human service agencies, following a disaster.

10. Provide assistance in long-term disaster recovery, using existing programs, streamlining or waiving regulatory functions, where possible, and providing technical assistance and/or administrative support to stricken communities.

11. Maintaining a State Emergency Group Repatriation Plan and be the lead agency for repatriation preparedness and response.

12. *In the event of a nuclear generating plant incident*, DHS will:

    a. Designate staff, activate and manage the evacuee reception center.

    b. Through DHS staff located at the State Emergency Operations Center (SEOC), coordinate the reception center activation with the host county emergency manager, the affected county human service departments and other support agencies.

    c. Ensure that reception center personnel report to the reception center at the Site Area Emergency classification level or as soon as possible during a rapidly escalating event to:

        1) Perform monitoring, decontamination and registration of evacuees. (Including household pets and companion animals)

        2) Provide information to evacuees.

E. MN.IT Services (MN.IT). MN.IT Services, when requested, will assist the lead agency in setting up a facility with technology and telecommunications systems and services including workstations, voice, data and internet connectivity.

F. Department of Public Safety (DPS).

1. Fire Marshal Division. When requested by local authorities, or deemed necessary by the State Fire Marshal, personnel shall be assigned to provide basic fire inspections of emergency shelters and temporary housing used for mass care during an emergency.

2. Division of Homeland Security and Emergency Management (HSEM). HSEM has certain mass care-related responsibilities in the event of a major natural disaster, health threats resulting from terrorist activities or public health threats, or a national security event. HSEM will:

    a. Coordinate the individual assistance programs available through Public Law 93-288, including the Individuals and Households Program (IHP), in the event of a major (presidential) disaster declaration.

    b. Coordinate mass care activities with private relief agencies.

G. Additionally, in the event of a nuclear generating plant incident or terrorist event involving a nuclear or radiological hazard, the following agencies/organizations have an emergency role:

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1. Department of Military Affairs (National Guard). When requested in accordance with established procedures, and on order of the Governor, the National Guard will provide trained personnel and equipment to monitor evacuees and their vehicles. *In the event of a nuclear generating plant incident,* they will decontaminate vehicles at the reception center.

2. Federal Response Agencies. The state will request federal assistance for personnel monitoring and decontamination, in accordance with the Federal Radiological Emergency Response Plan (FRERP).

3. Washington County and Hennepin County ARES/RACES (Amateur Radio Operators). *In the event of a nuclear generating plant incident,* these groups will provide internal and external radio communications for the reception centers.

4. Minnesota Veterinary Reserve Corp and American Humane Society. In the event of a nuclear generating plant incident, these groups will provide care and decontamination of household pets at the animal shelter and service and companion animals at the reception center.

5. Local Entities. *In the event of a nuclear generating plant incident,* local units of government and local health care providers will serve the following functions:

Local Officials/Health Care Providers	Prairie Island	Monticello
Security/Traffic Control. Local Law Enforcement will provide security and traffic control at their respective reception centers.	Cottage Grove Fire Department	Rogers City Police, Princeton City Police, Mille Lacs County Sheriff, Hennepin Co. Sheriff and Minnesota State Patrol
Medical Treatment. Trained medical teams (EMS) will be provided to the designated reception center to treat injured members of the public and emergency workers reporting to the reception center.	Cottage Grove Fire Department	North Ambulance
Emergency Transportation. Local Ambulance Companies will work with the medical teams listed above to provide emergency transportation to a medical facility, as requested.	Cottage Grove Fire Ambulance	North Ambulance
Radiological Monitoring. Various agencies will provide trained personnel who will monitor evacuees and their vehicles for radiological contamination.	Minnesota Wing of the Civil Air Patrol, firefighters, county public health staff	Minnesota Wing of the Civil Air Patrol, Princeton firefighters, Rogers firefighters, local volunteers, Hennepin and Mille Lacs County public health , and Mille Lacs Sheriff reserve

III. SUPPORTING ORGANIZATIONS/AGENCIES

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Voluntary Agencies. Depending upon the nature, location, and extent of human services needs, a wide variety of public and voluntary agencies could provide assistance to disaster victims. Many of the voluntary agencies that respond in time of disaster belong to an "umbrella" statewide organization called Minnesota Voluntary Organizations Active in Disaster (MNVOAD). *In the event of a nuclear generating plant incident*, some MNVOAD affiliated agencies provide direct services to the evacuee reception centers. The following agencies are members of this organization:

A. The American Red Cross. A memorandum of understanding between the State of Minnesota and the American Red Cross provides that the American Red Cross will:

1. Coordinate with DHS, HSEM and the numerous public and voluntary agencies to provide assistance to disaster victims.

2. Provide several types of assistance in the event of a disaster/emergency:

    a. Local mass care facilities and registration points

    b. Shelter managers for mass care facilities

    c. Personnel to handle disaster welfare inquiries

    d. Personnel to prepare meals at mass care facilities and for emergency workers

    e. Nurses for mass care facilities and registration points

    f. Personnel to provide counseling for disaster victims

    g. Assistance with emergency needs of families

3. In the event of a nuclear generating plant incident, the American Red Cross will, specifically:

    a. Provide Disaster Mental Health personnel at the reception center.

    b. Respond to disaster welfare inquiries.

    c. Provide information and assistance in the relocation effort.

    d. Establish and staff pre-designated mass care sites with shelter managers, nurses and mass feeding personnel.

    e. Provide Disaster Health Services Nurses at the reception center.

    f. Provide food and refreshments for evacuees and emergency workers at the reception center.

B. Salvation Army. A memorandum of understanding between the State of Minnesota and the Salvation Army provides that *in the event of a nuclear generating plant incident*, the Salvation Army will:

    a. Provide clothing for evacuees at the reception center.

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b. Provide clothing distribution staff at the reception center.

C. ARES/RACES. (Amateur Radio Operators). A memorandum of understanding between the State of Minnesota and the Robbinsdale Amateur Radio Club and South Washington County ARES/RACES provides that *in the event of a nuclear generating plant incident,* these radio groups will provide communications at the reception center.

D. Other Affiliated MNVOAD Organizations.

1. Adventist Community Services
2. American Humane Association (AHA)
3. Animal Humane Society
4. Catholic Charities
5. World Renew
6. Church of Jesus Christ of Latter Day Saints
7. Humane Society of the United States (HSUS)
8. Hunger Solutions Minnesota
9. Mennonite Disaster Services
10. Minnesota Animal Control Association (MACA)
11. Minnesota Search and Rescue Dog Association, Inc. (MNSARDA)
12. Minnesota Veterinary Reserve Corp (MVRA)
13. Minnesota-Wisconsin Southern Baptist Convention
14. Nazarene Compassionate Ministries
15. Nechama - Jewish Response to Disaster
16. United Methodist Committee on Relief (UMCOR)

IV. MASS CARE DURING A NUCLEAR GENERATING PLANT INCIDENT EVACUATION

A. Requirements. Federal regulations specifically require the State of Minnesota to prepare for nuclear generating plant incident evacuations as follows:

1. The State of Minnesota has the capability to monitor and decontaminate at least 20 percent of all EPZ residents and transients within 12 hours after the first evacuees arrive at the reception centers. (See *Minnesota Department of Human Services Standard Operating Procedures for Nuclear Generating Plants*.)

2. Letters of agreement have been signed with hospitals and with specialized and non-specialized transportation providers with the capability to care for the contaminated or otherwise injured members of the public. (See Basic Plan: Appendix 3.)

3. Reception centers and mass care sites have been identified and there are signed agreements, regarding their use in the event of an incident. These documents are on file. (See Basic Plan: Appendix 3.)

4. Applicable training is provided to emergency responders. (See Basic Plan: Appendix 1.)

5. Reception Center procedures, equipment inventories and staffing requirements are located in the Minnesota Department of Human Services Standard Operating Procedures for Nuclear Generating Plants.

B. Concept of Operations.

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1. Reception Center Locations. In the event of an evacuation due to an incident at either of Minnesota's two nuclear generating plants, evacuees would report to the appropriate reception center (listed below):

    a. Prairie Island Nuclear Generating Plant: National Guard Armory, Cottage Grove, MN and Wabasha High School, Wabasha, MN

    b. Monticello Nuclear Generating Plant: Apollo High School, St. Cloud, Princeton High School, Princeton MN and Rogers High School, Rogers MN.

    c. Each center is approximately 25 miles from its respective nuclear generating plant.

2. Transportation to the Reception Centers. It is expected that evacuees will transport themselves to the reception center. Special needs (mobility impaired) populations requiring assistance in evacuating will receive that assistance from the county in which they are located. County plans include who will assist the mobility impaired individuals and the means of transportation the counties utilize for transport to the Reception Center(s).

    a. For the Monticello EPZ, children in school at the time of the incident will be transported, with their teachers, directly to their designated sister school by school bus. For the Prairie Island EPZ, children in school at the time of the incident will be transported, with their teachers, directly to the designated sister school by school bus.

    b. Families who have school children will be reunited at the designated sister schools.

    c. After registration and reuniting with their family, evacuees may be able to return home or will relocate to the homes of relatives or friends, vacation homes, hotels or motels.

    d. Evacuees who do not have available resources for relocation on their own will be directed to an American Red Cross-managed mass care shelter.

3. Monitoring and Decontamination.

    a. Upon arrival at the reception center, evacuees and their vehicles will be monitored for radiological contamination. (Monitoring and decontamination of vehicles is performed offsite, at or near, the Reception Center[s].)

    b. If contaminated, evacuees and their vehicles will be decontaminated. Evacuees who are injured or cannot be decontaminated will be treated by a medical team supplied by North Ambulance (for the Monticello area) and Cottage Grove Fire Ambulance or Wabasha Ambulance Service (for the Prairie Island area) or transported to a medical facility. (See Annex G: Medical Services for a list of available hospitals.)

C. Evacuation Facilities.

1. Reception Centers.

    a. Prairie Island Area

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1) The reception centers for evacuees from the Prairie Island EPZ are located at the National Guard Armory, 8180 Belden Boulevard, Cottage Grove, Minnesota and at Wabasha High School, 2113 Hiawatha Drive East, Wabasha, MN.

2) At Cottage Grove, evacuees enter the Armory from the designated evacuation route and are instructed where to park. The building is handicapped-accessible (including bathroom facilities) and has adequate shower facilities and communication capabilities. Trained personnel will decontaminate evacuees, as well as service and companion animals, in the locker rooms. Adequate parking is available to segregate contaminated vehicles from uncontaminated or unmonitored vehicles. Vehicles and household pets are monitored and decontaminated at the Cottage Grove Public Works Facility.

3) At Wabasha, evacuees enter the school from the designated evacuation route and are instructed where to park. Trained personnel will decontaminate evacuees, as well as service and companion animals, in the locker rooms. Adequate parking is available to segregate contaminated vehicles from uncontaminated or unmonitored vehicles. Vehicles are monitored at the Wabasha Fire Hall, 113 Hiawatha Drive West, Wabasha, MN. Household pets are monitored at Wabasha High School.

b. Monticello Area

1) The reception centers for evacuees from the Monticello EPZ are located at the Apollo High School, 1000 N 44th Avenue, St. Cloud, MN 56303, Rogers High School, 21000 141 Ave., Rogers, Minnesota and at Princeton High School, 807 S. 8th Ave, Princeton Minnesota.

2) Evacuees enter the schools from the designated evacuation routes and are instructed where to park. The buildings are handicapped-accessible (including bathroom facilities) and have adequate shower facilities and communication capabilities.

3) Trained personnel will decontaminate evacuees, as well as service and companion animals, in the locker rooms. Adequate parking is available to segregate contaminated vehicles from uncontaminated or unmonitored vehicles. Vehicles and household pets are monitored and decontaminated at the Rogers Vision Bus Barn facility and at the Princeton High School vocation education building.

2. <u>Mass Care Shelters.</u>

a. A list of shelters that have signed agreements with the American Red Cross is on file with the Twin Cities Area Chapter and the Central Minnesota Chapter, of the American Red Cross.

b. The specific site(s) will be selected at the time of the incident, according to needs, and the use of such facilities is expected to be temporary. The designated congregate care sites for nuclear generating plants are:

1) Wabasha High School and The National Guard Armory in Cottage Grove for the Prairie Island nuclear generating plant.

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2) Apollo High School, Princeton High school and Rogers High school for the Monticello nuclear generating plant.

D. Re-entry and Recovery. DHS will apply for and coordinate FEMA Immediate Services and Regular Service Crisis counseling grants, through local mental health providers.

V. SUPPORTING DOCUMENTS

A. Memorandum of Understanding between the American Red Cross and the State of Minnesota

B. Memoranda of Understanding/ Letters of Agreement on file with HSEM (Basic Plan, Appendix 3)

C. Minnesota Department of Human Services Standard Operating Procedures for Nuclear Generating Plants

D. Minnesota Department of Health All-Hazards Response and Recovery Plan

E. Minnesota Department of Health Pandemic Influenza Support Annex

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I. PURPOSE

The purpose of this annex is to indicate which agencies are responsible for the various aspects of debris clearance and management including, the management of contaminated debris and the minimization of health effects arising from the handling and disposition of these materials.

II. OFFICIALS/AGENCIES RESPONSIBLE FOR DEBRIS MANAGEMENT

	Responsibility Summary
Agency	**Responsibility**
MDA	**S:** Assess food and agricultural chemical waste (debris) characterization and handling/disposal.
BAH	**S:** In animal disease outbreaks, determine appropriate methods for livestock and poultry carcass disposal to control the spread of the disease.
MDH	**C:** Provide health protection input to risk management decision making, planning and on-scene guidance in technical matters regarding site decontamination and management of debris contaminated with chemical, biological and/or radiological materials, in or following a terrorist incident. **C:** Coordinate public information and communications related to health risks of contamination. **S:** Support PCA in the management of on-scene operations, including providing technical input to PCA's supervision of contractor operations. **S:** Assist with waste characterization and handling/disposal advice.
DMA	**S:** Assist with conventional debris clearance, if requested. **S:** Provide planning, guidance and on-scene technical support to characterize debris at sites contaminated with hazardous chemical, and radiological material, resulting from suspected terrorist activities. **S:** Provide technical advice and guidance on decontamination and site clean-up in areas contaminated by hazardous chemical, biological and radiological materials as a result of possible terroristic activities.
DNR	**S:** Technical assistance for debris clearance on state waterways and in forested areas; tree disposal recommendations for state/local governments. Assist state and local governments with the incineration and disposal of dead animal carcasses. **S:** DNR Forestry regulates open burning, issues burning permits and will provide guidance on burn disposal sites.
PCA	**P:** In a natural disaster incident, provide guidance and support to local units of government defining waste streams and disposal alternatives. . **P:** Manage on-scene state contractor operations, including hiring and supervising contractor operations and fiscal management. **S:** In a terrorism incident, support MDH in developing response procedures, protocols and on-scene guidance for site decontamination and management of debris contaminated with chemical, biological and radiological materials.
DPS	**C:** Ensure that state and federal requirements are identified/addressed, as applicable, in debris removal operations.
Mn/DOT	**C:** Responsible for debris removal on interstate and state trunk highways; provide assistance to local authorities; issue necessary transport permits.
P=Primary	**C**=Coordination **S**=Support

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A. Department of Agriculture (MDA). MDA may be called upon for waste characterization or identification, for assisting in the condemnation of damaged and/or distressed foods, and for determining appropriate handling and disposal procedures for certain types of debris or wreckage.

B. Board of Animal Health (BAH). In animal disease outbreaks, determine appropriate methods for livestock and poultry carcass disposal to control the spread of the disease in coordination with MPCA.

C. Department of Health (MDH).

1. *In the event of a radioactive waste transportation accident/incident*, the Department of Health will oversee the shipper/carrier/consignee to ensure that the necessary cleanup of the materials is provided.

2. Confer, as needed, with the PCA, regarding the cleanup of non-radioactive materials.

3. In the event of a terrorism incident involving chemical, biological or radiological materials (WMD), MDH will:

   a. Provide health protection input into planning and on-scene guidance related to site decontamination and management of chemically, biologically and/or radiologically contaminated debris, which may pose a risk to human health. On-scene guidance will include: direction in sampling environmental media to characterize the nature and extent of contamination, Public Health Laboratory Division analysis of samples of contaminated material and qualitative analysis of potential health risks.

   b. Support PCA in the management of state contracted on-scene operations, including providing technical input into PCA's supervision of contractors' operations.

   c. Coordinate public information and communications related to health risks associated with sites and debris contaminated with chemical, biological and radiological materials.

   d. Serve as the contact and liaison to the appropriate federal agency counterpart for obtaining federal guidance and direction, regarding the technical matters of site decontamination and management of debris.

   e. May assist with waste characterization or identification, for assisting in the condemnation of damaged and/or distressed foods, and for determining appropriate handling and disposal procedures for certain types of debris or wreckage, in order to protect the public from food-borne disease.

D. Department of Military Affairs (National Guard). When requested in accordance with established procedures, and on order of the Governor, the Minnesota National Guard will assist local and state authorities with:

1. Conventional debris clearance and management efforts, following a significant disaster or emergency.

2. For debris that may result from possible terrorist efforts to steal, manufacture, transport, disperse or dispose of harmful chemical, biological or radiological weapons, the Minnesota

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National Guard may assist federal, state and local authorities to characterize the identity, area extent and overall risk of such contamination.

3. May also provide technical advice and assistance on-scene to assist efforts to decontaminate and clean-up areas contaminated by activities associated with improvised or military-grade chemical, biological and radiological weapons activity.

E. Department of Natural Resources (DNR). DNR is responsible for:

1. Providing technical assistance for debris and wreckage removal from state waterways and state-owned lands, as required, in the event of a major disaster/emergency.

2. The Forestry Division will assist state and local governments with:

   a. Tree disposal recommendations, following a major wind event.

   b. Issuing open burning permits.

3. The Fish and Wildlife Division will assist state and local governments with:

   a. The incineration and disposal of dead animal carcasses, as required, in the event of adisaster/emergency.

F. Pollution Control Agency (PCA). PCA will provide:

1. Waste characterization or identification, and for determining appropriate handling and disposal alternatives for certain types of debris or wreckage.

2. Guidelines and procedures for assisting local authorities with debris management and disposal.

3. In the event of a terrorism incident involving chemical, biological or radiological materials (WMD), the PCA will:

   a. Support MDH in the development of response guidelines and procedures for managing debris contaminated with chemical, biological or radiological materials or WMD materials. Assist MDH in conducting training and exercising these procedures.

   b. Coordinate with MDH in identifying and compiling a list of qualified contractors to carry out site decontamination and management of debris contaminated with chemical, biological and radiological materials.

   c. Act as the lead State agency in the management of on-scene contracted operations, including hiring and supervising contractors' operations and fiscal management.

   d. Participate in the JIC and provide public information and communication support for creation and dissemination of messaging related to environmental contamination.

   e. Serve as the contact and liaison to the appropriate federal agency counterpart for federal guidance and direction in on-site decontamination and management of debris.

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G. Department of Public Safety, Division of Homeland Security and Emergency Managem ent (HSEM). HSEM is responsible for ensuring that debris management and removal operations comply with state and federal requirements when disaster assistance is requested by local governments.

H. Department of Transportation (Mn/DOT). Mn/DOT is responsible for:

1. Debris and wreckage removal from all interstate and state trunk highways and for providing assistance to affected local governments, when requested and feasible.

2. In the event of a high-level radioactive waste transportation accident/incident, Mn/DOT will:

   a. Issue any permits or waivers required to allow the use of overweight or over-dimensional wreckage removal equipment.

   b. Provide support, to the extent feasible, to the Department of Health and the Minnesota Pollution Control Agency in the removal or containment of debris and wreckage from interstate and state highways in Minnesota.

   c. Conduct radiological monitoring and safety inspections of trucks moving radioactive waste.

III. SUPPORTING ORGANIZATIONS/PRIVATE RELIEF AGENCIES

A. Private sector organizations may be able to provide essential debris clearance assistance, depending on the nature, location and extent of the disaster.

B. Assistance in contacting such organizations can be obtained by contacting the Minnesota Duty Officer (MDO) or the SEOC during activation.

IV. POLICIES AND PROCEDURES

A. When a responsible party can be identified, relative to debris/wreckage, that party will normally be expected to remove it.

B. When there is no responsible party (following a flood, tornado, etc.) or a responsible party cannot be identified:

1. Debris/wreckage clearance on county and/or municipal government property will normally be the responsibility of local government officials.

2. Debris/wreckage clearance on privately owned property would normally be the responsibility of the property owner.

C. Records of labor and equipment expenses incurred as a result of debris/wreckage clearance will be maintained as accurately and thoroughly as possible by each responsible agency/organization participating in the cleanup activity. (Such records are needed when requesting reimbursement for expenses related to debris management.)

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I. PURPOSE

This annex describes, in general terms, which agencies are responsible for the restoration of utilities and critical public works following a disaster/emergency. For this annex, the utilities of concern are: gas, electricity, propane, telephone, water, sanitation treatment and wastewater collection/treatment/disposal. Critical public works include freeways, roads, bridges, water and waste treatment plants, sewers, etc.

II. OFFICIALS/AGENCIES RESPONSIBLE FOR PUBLIC WORKS AND UTILITIES RESTORATION

A. General.

1. For the most part, the restoration of utilities damaged as a result of a disaster is not a state government responsibility. This responsibility normally belongs to one or more of the following:

    a. Investor-owned utility companies: electric, natural gas and telephone.

    b. Municipally owned and/or operated utilities: electric, natural gas, telephone and water/wastewater.

    c. Rural electric cooperatives: electric.

2. In some disaster/emergency situations, certain state agencies might participate in the effort to restore utility service(s):

    a. State agencies might become involved in restoration efforts solely or primarily because of the consequences associated with a loss/disruption of utility service(s); including one or more of the following:

        1) A loss/disruption of a critical utility service to a key state facility.

        2) A loss/disruption of utility service(s) to a large geographic area, as a result of any type of major disaster/emergency.

        3) An immediate threat to public safety, health or the environment, due to a lack of utility service or the potentially dangerous condition/status of a utility.

    b. State agencies might become involved in restoration efforts solely or primarily because of a state or federal statutory requirement.

3. State and federal assistance may be made available to restore public infrastructure damaged following a disaster or emergency. That assistance is limited to providing assistance for:

    a. Debris removal and disposal

    b. Emergency protective measures

    c. Road and bridge damages

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d. Water control facility damages

e. Building and equipment damages

f. Certain utility damages

g. Parks, recreation facility and other public damages

B. State Agencies. Based on the criteria described above, the following state agencies/organizations might become involved with utilities restoration:

	Responsibility Summary
Agency	**Responsibility**
MDA	**S:** Assist in locating an alternative water supply, if needed, during an agricultural chemical incident.
COMM	**P:** Maintain a state energy emergency plan, in compliance with requirements of the U.S. Department of Energy State Energy Program. **P:** Help vulnerable individuals/families, through the federal Low Income Home Energy Assistance and Weatherization Assistance Programs, during and after a disaster. **C:** Coordinate with Minnesota utilities to restore service as well as coordinate state agency efforts in support of utility restoration.
MDH	**S:** Assess safety of public water supply and the need for alternate supply; provide technical assistance during restoration. **S:** Make kits for private well testing available and provide technical assistance after a disaster impacting private wells.
DMA	**S:** Assist with restoration of utilities and repair of public works, if requested.
DNR	**S:** Assist in expediting approvals for alternate water supplies.
MN.IT	**S:** Ensure restoration of technology and telecommunications systems and services for state agencies. **S:** Coordinate the reconstruction of technology and telecommunications infrastructure in state owned and leased buildings.
PCA	**P:** Assist in adequate function of community wastewater treatment system. **S:** Assist in assessing the need for an alternate water supply, as a result of an environmental emergency. **S:** Assist in determining and providing an alternate water supply, as a result of an environmental emergency.
DPS	**S:** Ensure proper restoration of damaged pipelines.
Mn/DOT	**S**: Participate in state agency efforts to restore utilities and public works. **S:** Assist local governments by providing support for the restoration of public works, when requested and capable; assist state agency efforts in the restoration of utilities on interstates and state trunk highways, when requested.
Metropolitan Council/Environmental Services	**P:** Overall responsibility for management of on-scene emergency response and recovery activities and operations for all Metropolitan Council-owned wastewater utility infrastructure.

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	S: Assist with the restoration of public wastewater utility services as requested.
P=Primary	**C**=Coordination **S**=Support

1. Department of Agriculture (MDA). In the event that a community's water supply is determined to be unsafe as the result of an agricultural chemical incident to which MDA responds, MDA will work with that community and other involved state agencies to assess the need for an alternate water supply.

2. Department of Commerce (COMM). In the event of a major disaster/emergency resulting in the loss of public telecommunications capabilities, public electricity and natural gas distribution, COMM will:

    a. Act as a liaison with the existing Minnesota telephone companies, investor-owned utilities, rural electric cooperatives and municipal utilities to restore service.

    b. Coordinate state agency efforts in support of utility restoration.

    c. Assist vulnerable individuals and families, through Low Income Home Energy Assistance and Weatherization Assistance Programs, during and after a disaster.

    d. Division of Weights and Measures will assure that scales, fuel pumps and tanks are returned to their prescribed standards.

    e. To assist in accomplishing its emergency responsibilities, COMM will:

        1) Develop and maintain an inventory of energy and utility resources, which is updated annually.

        2) Monitor the transmission grids for functionality to consider the potential impact of the state's energy generation and transmission distribution infrastructure and can assist, in an advisory role, if a problem is perceived.

        3) Coordinate with utilities to assure the development of a restoration plan for essential services.

        4) Maintain a state energy emergency plan, in compliance with requirements of the U.S. Department of Energy State Energy Program.

3. Department of Health (MDH). MDH will:

    a. Assist local government officials, as needed, in determining the safety of public water supplies.

        1) When a public water supply is determined to be unsafe, MDH will work with the system owner and other involved state agencies to assess the need for an alternate water supply.

        2) If structural changes to the system are required, MDH will provide technical assistance.

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b. Make kits for private well testing available and provide technical assistance during floods/any disaster impacting private wells.

c. Make its Public Health Laboratory (PHLD), located at 625 Robert St. N., St. Paul, MN, capabilities available 24/7 for the analysis and identification of potentially hazardous biological, chemical or radiological agents during a potential/actual weapons of mass destruction (WMD) event, natural disaster or other public health emergency.

4. Department of Military Affairs (National Guard). When requested in accordance with established procedures, and on order of the Governor, the Minnesota National Guard will assist civilian authorities with the restoration of utilities services and the repair of public works, as necessary and within its equipment capabilities.

5. Department of Natural Resources (DNR). DNR Division of Ecological and Water Resources (EWR) regulates water withdrawals and works in public waters and must be notified early in the process, so it can expedite permitting procedures.

6. MN.IT Services (MN.IT). In the event of a major disaster or emergency resulting in the loss of State telecommunications infrastructure or services, MN.IT will act as a liaison with telecommunication providers that support Minnesota Integrated Statewide Network. MN.IT will:

   a. Coordinate the restoration of Minnesota's Network for Enterprise Telecommunications (MNET).

   b. Arrange for temporary telecommunications services for state agencies.

7. Pollution Control Agency (PCA).

   a. In the event that a public water supply is determined to be unsafe, as the result of an environmental emergency to which PCA responds, PCA will work with that system owner and other involved state agencies to assess the need for an alternate water supply.

   b. If a community's wastewater treatment system is determined to be functioning inadequately or is unsafe, PCA will work with that community and other involved state agencies to restore the wastewater treatment system to adequate performance.

   c. In the event of biological or chemical WMD agent contamination, PCA will follow the technical advice of the lead agency.

8. Department of Public Safety, Office of Pipeline Safety (MNOPS). MNOPS will:

   a. Inspect for the safe and appropriate service restoration of damaged pipelines and facilities. All new construction/alterations/repairs must conform to the applicable minimum safety standards of Title 49 CFR Parts 192, 193, 195, 199 and Subpart 40, as adopted, and associated Minnesota Statutes and Rules.

   b. Investigate all jurisdictional pipeline accidents/incidents involving death, serious injury, property damage in excess of $50,000 or other significant events.

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c. Act as a liaison with the Pipeline and Hazardous Materials Safety Administrations (U.S. DOT/PHMSA) or the National Transportation Safety Board (NTSB), when designated. MNOPS will work with jurisdictional pipelines and facilities, and other involved state agencies to restore utilities.

9. Department of Transportation (Mn/DOT). Mn/DOT will:

a. Participate in state agency efforts in support of utility restoration.

b. Issue permits required to repair/restore utility lines or pipes that are within state highwayright-of-way.

c. Assist local government by providing equipment and/or technical support for the restoration of public works, when requested and feasible.

10. Metropolitan Council/Environmental Services (MCES). MCES will:

a. Take primary responsibility for wastewater services planning coordination, equipment, and personnel for Met Council-owned infrastructure and plants within the current MCES-defined services areas.

b. Provide consultative and support services to wastewater utilities that are not Met Council-owned, operating within the constraints of MCES statutory funding requirements.

c. Provide staffing to the State Emergency Operations Center (SEOC) as necessary.

d. Assign personnel, as necessary, to primary, alternate and/or regional emergency operations center(s) (EOCs) to coordinate with other State, county, and local governments involved in the public works and utilities restoration effort.

III. POLICIES AND PROCEDURES

A. In most instances, the restoration of utility service lost/interrupted due to a disaster/emergency will be the responsibility of the utility itself--whether it is privately or publicly owned.

B. Local governments or state agencies that believe that state government assistance is needed in a utilities/public works restoration effort may contact the Minnesota Division of Homeland Security and Emergency Management (HSEM).

C. Depending upon the nature of the utility/public works problem, it is possible that a quasi-public or other agency might have certain responsibilities or capabilities that would be brought to bear in dealing with the problem.

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I. PURPOSE

The purpose of this annex is to provide a summary of key state government responsibilities in the area of environmental hazard response. It focuses on the *environmental* impact of accidents/incidents involving hazardous materials.

II. OFFICIALS/AGENCIES RESPONSIBLE FOR ENVIRONMENTAL HAZARD RESPONSE, INCLUDING WEAPONS OF MASS DESTRUCTION (WMD)

	Responsibility Summary
Agency	**Responsibility**
MDA	**P:** Lead role when agricultural chemicals are involved.
MDH	**C:** Coordinate the provision of short-term behavioral health services. **S:** Review cleanup of accident/incident site to ensure the protection of public health. **S:** Provide public health laboratory staff and testing facilities for assessing biological, chemical or radiological contaminants.
DMA	**S:** Respond to and support state and local authorities responding to a weapons of mass destruction event.
DNR	**S:** Participate in response when fish and wildlife/waterfowl/waterways/public lands are involved.
PCA	**P:** Lead role when non-agricultural, non-radiological materials are involved and not a WMD event.
DPS	**P:** Lead role in state public safety response to a terrorist event involving weapons of mass destruction. **P:** Deploy CAT and ERT teams. **C:** Coordinate bomb squads. **C:** Coordinate requests for federal assistance from the Department of Homeland Security. **S:** Facilitate an appropriate state/local response; activate State Emergency Response Teams, when requested by local authorities. **S:** Lend forensics capabilities for identification/analysis of evidence for potential weapons of mass destruction event; provide investigative support; support and participate in efforts to mitigate terrorist attacks. **S:** Support state/local response to, and investigation of, WMD event.
Mn/DOT	**P:** Ensure that hazardous materials transportation regulations are enforced.
P=Primary	**C**=Coordination **S**=Support

A. Department of Agriculture (MDA). MDA will:

1. Provide the lead state agency response to pesticide/fertilizer incidents and support for other state agencies.

2. Coordinate cleanup contractor's actions at Superfund or ACRRA fund eligible sites, involving pesticide/fertilizer incidents.

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3. Assist MDH, as needed, in assessing the long-term environmental impact of a radiological or agricultural chemical accident/incident.

4. Provide public information services, post-incident enforcement, environmental sampling, long-term site cleanup and laboratory services for agricultural chemical-related incidents.

5. Provide laboratory services to DNR for the chemical analysis of fish and wildlife samples.

B. Department of Health (MDH). MDH will:

1. Consult with PCA and DNR, regarding applicable federal, state or other standards for biological, chemical or radiological contaminants in the environment, as requested. Public health or other standards may not exist for many contaminants. In those instances, MDH will request assistance from federal or other assets.

2. Consult with MDA, regarding applicable federal, state or other standards for biological, chemical or radiological contaminants that affect food crops and livestock. Public health or other standards may not exist for many contaminants. In those instances, MDH will request assistance from federal or other assets.

3. Review cleanup of accident/incident site to ensure the protection of public health, upon request. MDH will request assistance from federal or other assets as needed if public health standards do not exist for the contaminants or if MDH staff do not have the technical expertise to ensure public health protection.

4. Provide Public Health Laboratory Division staff and testing facilities for assessing biological, chemical or radiological contaminants, as MDH resources and expertise allow. MDH will request assistance from federal or other assets as needed.

5. When requested by local or state authorities, MDH will provide coordination of the Minnesota Behavioral Health Medical Reserve Corps in the Provision of Psychological First Aid (PFA) and other short-term behavioral health services for those individuals, communities and responders impacted by the disaster.

C. Department of Military Affairs (National Guard). The Minnesota National Guard will:

1. Prepare and maintain plans and procedures for responding to and supporting state and local authorities in their response to weapons of mass destruction including, but not limited to, biological, nuclear, incendiary, chemical and explosive devices and compounds or materials.

2. In the event of terrorist-type activity, the Department of Military Affairs will provide support to the State Emergency Operations Center (SEOC) and the local incident command post. The Department of Military Affairs has a Weapons of Mass Destruction Civil Support Team (CST) and will make it available, to support a local response to terrorist activity.

3. In response to a terrorist event, the Minnesota National Guard will, at the state's request, deploy the CST and technically qualified personnel to the affected jurisdiction and provide policy and technical-level support in the SEOC's Planning and Assessment Center and Operations Section.

D. Department of Natural Resources (DNR). DNR will:

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1. Pre-plan for sensitive area designation.

2. Provide referrals to licensed rehabilitators for wildlife rehabilitation.

3. Assist in tracking plumes on waterways and monitoring shorelines.

4. Provide pathology laboratory services, with regard to the collection of dead and injured animals and their analysis, and coordinate the chemical analysis of fish and wildlife samples with the MDA Chemistry Laboratory.

5. Assist MDH, as needed, in assessing the long-term environmental impact of a radiological accident/incident.

6. In the event of a weapons of mass destruction incident/threat, the DNR will support state/local response with sworn officers equipped with appropriate personal protection equipment.

E. Pollution Control Agency (PCA). In accidents/incidents *not involving radioactive materials or weapons of mass destruction*, PCA will:

1. Provide the lead state agency response to chemical incidents involving non-agricultural conventional pollutants, oil or hazardous substances and support for other state agencies relative to environmental protection.

2. Support the lead agency, relative to environmental protection issues, for chemical or biological WMD incidents.

3. Coordinate long-term site cleanup.
4.
5. Coordinate emergency response cleanup contractors' actions at Superfund and Petrofund eligible sites.

6. Act as a liaison with affected wastewater treatment facilities.

7. Provide environmental monitoring of soil, air, and surface and ground water.

F. Department of Public Safety (DPS).

1. During the public safety phase of an environmental hazard response to a terrorist incident involving a weapon of mass destruction, the Department of Public Safety is the lead state agency.

2. State Hazardous Materials (HAZMAT) Teams respond, when requested by local authorities or by DPS, to incidents involving an immediate public safety and environmental threat. (See Annex F: Health and Safety Protection: II.H,

3. Department of Public Safety role for further details about HAZMAT teams.) Activities of the HAZMAT teams include, but are not limited to, assessing the hazards presented by the incident, making recommendations to local authorities regarding response actions and stabilizing the emergency situation. The teams will work in support of local emergency response operations under the direction of the local incident commander. MN Rules, Chapter

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7514.0900 prohibit the teams from assuming overall command of the incident and performing remedial cleanup of hazardous materials.

4. Bureau of Criminal Apprehension (BCA).

   a. In the event of a terrorist or weapons of mass destruction incident or threat, BCA will:

      1) Be the lead state investigative agency and provide investigative and intelligence gathering and dissemination support to county and local law enforcement agencies in the criminal investigation, prevention, and mitigation of terrorism or weapon of mass destruction incidence.

      2) Provide law enforcement, criminal, investigative, analytical, and forensic support to the FBI in the prevention, mitigation and intelligence response to terrorism and weapons of mass destruction incidences.

      3) Lead state investigative and intelligence gathering law enforcement agency in direct support of federal law enforcement agencies.

      4) Lend forensics capabilities to the analysis and identification of evidence related to the potential of a terrorist or weapons of mass destruction incidence.

      5) Support and participate in efforts meant to prevent and mitigate the likelihood/effects of a terrorist attack.

   b. *In the event of an incident at the Prairie Island or Monticello Nuclear Generating Plant*, activate radiological field teams, through the Minnesota Duty Officer (MDO) to support environmental and health protection efforts.

   c. In the event of a hazardous materials accident/incident:

      1) Activate Chemical Assessment Teams (CAT), through the Minnesota Duty Officer (MDO), when requested to do so by local authorities.

      2) Activate a Bomb Response Team through the MDO, when requested.

5. Office of Pipeline Safety (MNOPS). *In the event of a hazardous materials accident/incident*, MNOPS shall act as a liaison with pipeline companies and other utilities, local units of government and federal pipeline authorities, and provide post-accident enforcement, investigation and damage prevention education.

6. Division of Homeland Security and Emergency Management (HSEM). HSEM will:

   a. Coordinate state response efforts, in the event of a radiological emergency involving multiple state agencies. HSEM will provide training, as requested.

   b. Authorize State Emergency Response Teams when requested by local authorities. These teams consist of; Chemical Assessment Teams (CAT), Five Structural Collapse Teams and Four Bomb Squads, Coordination may involve one or more of these teams depending on the type of emergency.

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c. Coordinate the deployment of State Emergency Response Teams, during a disaster or major emergency. Deployment may occur at the request of local authorities or when otherwise deemed necessary, based on the nature and scope of the incident.

d. Provide administrative and response support to the State Emergency Response Teams, if needed.

e. Provide technical support to local authorities, when requested.

f. Coordinate and disseminate Intelligence Information

g. In the event of a Weapons of Mass Destruction incident/threat:

1) Maintain contact with and coordinate the state's contracts, as they relate to response from designated bomb squads and hazardous materials response or chemical assessment teams.

2) Develop a comprehensive plan, addressing how the state will support local governments' response to an act of domestic or international terrorism, involving chemical, biological, nuclear, incendiary or explosive devices or products.

3) Serve as the State Senate point of contact for coordinating planning, preparedness, response and recovery, as they relate to incidents involving weapons of mass destruction.

h. Coordinate requests for federal assistance, i.e., a major disaster or emergency declaration, with the Federal Emergency Management Agency (FEMA).

7. State Patrol Division. In the event of a weapons of mass destruction incident/threat, the State Patrol will support state/local response with sworn officers equipped with appropriate personal protection equipment.

8. Department of Transportation (Mn/DOT). Mn/DOT may be requested to assist in the response to an accident/incident involving high-level radioactive waste or hazardous materials, as follows:

a. Enforce, suspend or waive regulations under Mn/DOT's control, such as hazardous materials transport rules and regulations, and overweight/over dimension permits, in order to expedite environmental cleanup.

b. Provide diking materials (e.g., sand to soak up or contain hazardous materials) when requested by another local or state agency.

c. Assist with traffic control, when necessary and when requested, while hazardous materials are being transported to temporary storage.

d. Provide the lead state agency response to highway transportation hazardous materials incidents, and support for state agencies

III. POLICIES AND PROCEDURES

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A. When a responsible party can be identified, relative to a hazardous materials accident/incident, that party is required to clean up the site and minimize the impact to the environment.

B. In the event of a hazardous materials incident that is beyond the capabilities of both local and county government, a HAZMAT Regional Response Team can be requested by local authorities through the MDO.

IV. SUPPORTING DOCUMENTS

A. Minnesota Duty Officer Procedures
B. HSEM Standard Operating Guidelines
C. State Field Team Standard Operating Guidelines
D. Department of Agriculture Standard Operating Procedures for Nuclear Generating Plant Emergencies
E. Department of Natural Resources Standard Operating Procedures for Nuclear Generating Plant Emergencies
F. Minnesota Department of Health All-Hazards Response and Recovery Plan

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I. PURPOSE

State and local authorities responding to a disaster/emergency may need to supplement their response resources, if exhausted, or require specialized equipment. The purpose of this annex is to provide logistical/resource support to local and state entities responding to major disasters /emergencies. Proper coordination will result in prompt and orderly deployment of available resources such as supplies, equipment, food, facilities, transportation services, technical expertise and volunteers.

II. OFFICIALS/AGENCIES RESPONSIBLE FOR RESOURCE MANAGEMENT

	Responsibility Summary
Agency	**Responsibility**
ADMIN	**P:** Provide real estate and construction services. **P:** Assist agencies with emergency purchasing and resource acquisition. **P:** Process insurance claims through the state's self-insurance program. **S:** Assist with hazard mitigation plans, upon request. **S:** Provide support to the SEOC to staff the Information Hotline, when available and requested.
MDA	**S:** Provide food/water/soil sampling equipment/expertise. **S:** Provide laboratory capabilities. **S:** Provide food/feed safety expertise, and food/water supply-related information. **S:** Provide food/feed and environmental assessments in licensed facilities.
COMM	**S:** Develop procedures for the conservation and management of energy resources.
MDE	**S:** Assist schools in locating alternate education facilities during and after a disaster. **S:** Relay to DHS information on USDA food products that may be available. **S:** Maintain a statewide communication system to reach public schools. **S:** Coordinate with HSEM on the School Safety Center. **S:** Advise HSEM and DHS on the capacity of schools and the developmental needs of children.
MMB	**S:** Assist in the management of personnel services at state and regional EOCs.
DEED	**P:** Develop/provide unemployment assistance, and dislocated worker and job training programs to eligible individuals and arrange for payment of benefits **S:** Furnish information/representation at Disaster Recovery Centers. **P:** Estimate the immediate and long-range economic impacts of a disaster.
MDH	**P:** Manage SNS receipt, storage and shipping. **P:** Manage antiviral and vaccine acquisition, allocation, distribution, utilization and recommendations. **C:** Coordinate the provision of short-term behavioral health services. **S:** Provide surveillance, vaccine management and expertise, and other treatment or chemo-prophylaxis for an infectious disease outbreak, and certain chemical exposures. **S:** Develop/maintain an inventory of state medical resources. **S:** Provide food/water supply, lodging and housing-related health and safety information to licensed facilities and the general public. **S:** Provide food and environmental assessments in licensed facilities. **S:** Provide food/water sampling equipment and expertise. **S:** Provide Public Health Lab Division equipment/expertise.
DHS	**S:** Provide USDA donated foods to disaster relief agencies and emergency food

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	programs. **S:** Assist vulnerable individuals and families during and after a disaster through the Disaster Food Stamp Program.
MHFA	**S:** Plan/implement victim housing, including an inventory of available housing.
DLI	**S:** Assist with Hazard Mitigation Plans, upon request. **S:** Provide support staff for inspection of structures, upon request.
DMA	**S:** Provide uniformed personnel, transportation, construction and communications equipment, facilities, and other emergency response equipment.
DNR	**S:** Provide transportation, heavy equipment and firefighting equipment. **S:** Provide nationally qualified type 2 incident management teams.
MN.IT	**P:** Provide state agencies with technology and telecommunications systems, including voice, video, data, and internet connectivity. **P:** Assist local units of government with technology and telecommunications support. **P:** Ensure proper management of electronic data. **S:** Provide geographic information system (GIS) services and resources, as required to assist planners and emergency responders. **S:** Assist with the coordination of GIS services and data provided by other federal, state and local government organizations involved in the event.
PCA	**S:** Provide air/water/soil sampling equipment and expertise, vehicles.
DPS	**P:** Coordinate and implement the temporary housing program. **C:** Overall coordination during a major disaster/emergency; provide supplies/equipment expertise. **S:** Resource support for incident response. **S:** In consultation with MNVOAD, assist local governments in preparing plans for handling/distributing donated goods offers and managing unaffiliated disaster volunteers.
Mn/DOT	**S:** Provide road construction and traffic control equipment, air transportation and reconnaissance. **S:** Maintain an inventory of their debris removal-related, public works-related and transportation-related resources.
DOC	**S:** Provide storage facilities to warehouse equipment. **S:** Provide Sentence to Serve (STS) or Institution Community Work Crew (ICWC) to assist in preparations and/or cleanup. **S:** Lend trained emergency response teams, special operations teams and crisis negotiation teams during a disaster/emergency.
P=Primary	**C**=Coordination **S**=Support

A. Department of Administration (Admin). Admin's response to a request for assistance due to a business interruption may include:

1. Procurement of goods and services through Materials Management Division (MMD). Procurement could be by state contract, emergency purchasing or through the Fleet and Surplus Services Division.

2. Mail services, defined as the delivery, pickup, folding, addressing and inserting through Central Mail.

3. Copies of statutes, rules or any other Revisor of Statute products, maps, directories, manuals and forms sold by the Minnesota Bookstore.

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4. Provide support to the SEOC to staff the Information Hotline, when available and requested.

5. Provide assistance in leasing transportation.

6. Facilitate proper disposal of confidential data at identified command and recovery centers.

7. Process insurance claims through the states self-insurance program if the government entity impacted is participating in the program. If the government entity is not participating in the program, Risk Management will provide insurance advice.

8. Coordinate and manage architectural/engineering services and associated construction for the reconstruction of state-owned buildings.

9. Assist State agencies in locating alternate facilities during and after an emergency.

B. Department of Agriculture (MDA). MDA can provide:

1. Food, water and soil sampling equipment and expertise including; hydrologists, agronomists, soil scientists, horticulturalists, and entomologists.

2. MDA Laboratory Services, including: microbiologists, environmental analysts, chemists and laboratory testing facilities for food-borne biological and chemical agents.

3. Maps/lists identifying dairies, food and feed licensed facilities and agricultural chemical facility locations.

4. Personnel to inspect food and feed licensed facilities to assure food safety.

C. Department of Commerce (COMM). The Department of Commerce shall develop procedures for the conservation and management of energy resources during energy emergencies, in coordination with energy suppliers in the state.

D. <u>Department of Education (MDE).</u>

1. Provide technical assistance in locating appropriate alternate school facilities, which are inspected and approved by the State Fire Marshal, when local facilities are damaged or destroyed during a disaster.

2. Provide information to DHS related to USDA food products and distribution that may be available via the state Food and Nutrition Services program and/ or local schools' program.

3. Maintain rosters of the public schools and a statewide communication system to inform schools of their response and recovery roles including:

   a. Compliance with directives from the commissioner of Education regarding school schedules or school closures.

   b. Compliance with federal education guidelines coordinating response and recovery with the local EOCs.

   c. Being a conduit of information to parents and families as coordinated through the JIC and Local EOCs.

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d. Provide expertise to the local EOC regarding protection of children, developmentally appropriate interventions and behavioral responses.

4. Coordinate with HSEM on the School Safety Center.

E. Minnesota Management and Budget (MMB). MMB will:

1. Support the Department of Employment and Economic Development (DEED) in the management of personnel services at state and regional emergency operations centers, during a disaster, and will assist in the development of emergency employment utilization procedures.

2. Interface with union officials and appropriate representatives to develop strategies for resolving conflicts between labor organizations and state agencies, during times of disaster.

3. Develop options to sustain State EOC staffing and the implications thereof on labor agreements, whenever the State EOC is activated.

4. Provide support to state agencies in the management of labor contracts, during emergency operations, ensuring fair, uniform and consistent interpretation of contract language.

5. Alert state employees of severe weather and state office closures via Alertcast notification system and the MMB weather website.

6. Develop and maintain procedures to streamline fiscal management of the state during an emergency, including a highly pathogenic avian influenza or influenza pandemic outbreak.

F. Department of Employment and Economic Development (DEED). DEED will:

1. Develop/provide unemployment assistance, and dislocated worker and job training programs to eligible individuals whose unemployment results from a disaster declared under Public Law 93-288; and arrange for payment of benefits under regular unemployment compensation laws to eligible individuals, in cases where a disaster has not been declared.

2. Provide materials or representation at Disaster Recovery Centers (DRCs) and public meetings, as requested by the Division of Homeland Security and Emergency Management, to furnish information relative to disaster unemployment, dislocated worker, job training and applicable programs.

3. Provide an estimate of the immediate economic impact of a disaster or emergency, including Highly Pathogenic Avian Influenza or pandemic influenza outbreaks when requested by the Division of Homeland Security and Emergency Management. Where possible and applicable, the department shall provide estimated projections of long-term effects of a major disaster, using relevant data from a variety of sources including, residents, businesses, and local, state and federal agencies, if needed.

4. The Department of Employment and Economic Development shall provide a representative, as needed, to serve on the Minnesota Recovers Task Force, in order to assist in the evaluation of projects proposed for funding.

G. Department of Health (MDH). MDH has/maintains the following resources:

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1. Disease Prevention and Control: Epidemiologists, physicians, veterinarians, infection control practitioners, Advanced Practice Registered Nurses (APRNs) and experienced disease investigators.

2. Environmental Health: Sanitarians, toxicologists, radiation safety professionals, engineers, hydrologists and other environmental technicians.

3. Public Health Laboratory: Microbiologists, laboratory technicians and other laboratory staff, laboratory testing facilities for infectious and chemical agents to provide assessment data.

4. Health Regulation Division: APRNs and RNs trained to provide oversight of licensed health care facilities and investigate complaints in those facilities and engineers to determine whether state and federal rules and regulations relating to physical plant for health care facilities are complied with by facilities affected in an incident.

5. Behavioral Health: MN Responds data base contains the Minnesota Behavioral Health Medical Reserve Corps, a cadre of specially trained disaster behavioral health volunteers. If requested by local or state authorities, MDH can provide technical assistance and coordinate short-term behavioral health services to impacted individuals, communities, and responders.,

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7. The following inventories of medical resources:

    a. Nursing and long term care providers and number of licensed bed capacities.

    b. Hospitals, bed capacities, resources, and staffing.

    c. All clinic labs and their capacities.

    d. All clinics in the state that provide vaccinations.

    e. Infection control practitioners and infectious disease physicians.

    f. All local health departments.

H. Department of Human Services (DHS). DHS will:

1. Provide food assistance to disaster victims through the Disaster Food Stamp Program.

2. Provide USDA donated food to disaster relief agencies and emergency feeding programs through the network of food banks, food shelves and community action programs through the Emergency Disaster Food Assistance Program (TEFAP).

3. Provide assistance, in coordination with the United States Department of Agriculture, with the distribution and storage logistics of USDA food products.

I. Minnesota Housing Finance Agency (MHFA). MHFA will:

1. Immediately upon notification of a disaster or emergency, inventory the availability of rental property suitable for temporary or long-term housing for disaster/emergency victims.

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2. In cooperation with the Division of Homeland Security and Emergency Management, assist with the planning and implementation of victim housing, in conjunction with the Individuals and Households Program administered by the Federal Emergency Management Agency.
3.
4. When requested by the Division of Homeland Security and Emergency Management, MHFA will provide a representative to serve on the Minnesota Recovers Task Force to assist in the evaluation of projects proposed for funding.

J. Department of Labor and Industry (DLI). DLI, Construction Codes and Licensing Division will:

1. Provide disaster preparedness information, upon request.

2. Provide guidelines to administer disaster responses to building departments.

3. Provide support staff at the request of municipalities for inspection of structures (per MS 326B.106).

K. Department of Military Affairs (National Guard).

1. Capable of providing a variety of assets statewide in response to all hazards domestic incidents. Incidents include but are not limited to: chemical, biological, nuclear, wild land fire, flood, winter storm response or other natural/man-made incidents.

2. Typical support missions include, but not limited to; emergency sheltering, search and rescue, wild land firefighting and protection, security, traffic control, evacuation, civil disturbance, natural disaster relief, and emergency debris clearance.

3. When requested in accordance with established procedures, and on order of the Governor, the National Guard may be able to provide:

   a. Trained, uniformed personnel, rotary aircraft, military vehicles and heavy equipment, access to armories and air bases, full spectrum communications augmentation, and other support as needed based on mission requirements and availability.

   b. The National Guard can also provide additional capability to respond to Weapons of Mass Destruction (WMD) with search and extraction teams, decontamination teams and medical support.

L. Department of Natural Resources (DNR). DNR may have the following available for emergency response:

1. Transportation equipment, such as airplanes, amphibious heavy air tankers, boats, motors. Air operations and air transportation services may be coordinated with the Department of Public Safety, State Patrol Division and the Department of Transportation, Program Management Division, Office of Aeronautics.

2. Heavy equipment, such as loaders and bulldozers.

3. The "Northeast Interagency Support Cache". A collection of emergency response and firefighting equipment at the Grand Rapids, Minnesota Inter-Agency Fire Center (MIFC). DNR and HSEM will coordinate the transportation of this equipment.

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4. Incident management teams capable of managing incident response and/or recovery.

5. Trained emergency response personnel to support incident management functions of command, logistics, operations, communications, planning and finance.

6. The DNR shall, in conjunction with the Department of Transportation, provide transportation and/or reconnaissance, as requested by HSEM, during a declared disaster situation. Possible resources include: Helicopters with forward-looking infrared, fixed wing aircraft, including several 3plus-passenger airplanes, communications through use of the mobile command center, and squads to provide transportation.

M. MN.IT Services (MN.IT). MN.IT, will establish or recover technology and telecommunications systems and services, including workstations, voice, video, data and internet connectivity for state agencies including:

1. Assist state agencies with technology requirements and recommendations for alternate work sites, recovery centers, and operations centers.

2. Utilize contractual relationships to support the recovery efforts of state agencies.

3. Ensure proper management of state agency electronic data, including data at command and recovery centers.

4. Coordinate recovery of technology and telecommunications systems and services at reconstructed or new state-owned or leased buildings.

5. Provide geographic information system (GIS) services and resources, as required, to assist planners and emergency responders. During an emergency, assist with coordination of GIS services from other organizations within Minnesota that maintain GIS capabilities.

6. Coordinate support for the GIS desk in the State Emergency Operations Center (SEOC) when requested by the Division of Homeland Security and Emergency Management (HSEM) or lead agency (excluding REP events).

7. Work with HSEM or lead agency to coordinate GIS support outside of the SEOC during a declared state emergency.

N. Pollution Control Agency (PCA). Upon request, PCA can provide air and water sampling equipment, engineering and soil sampling expertise, and a limited number of boats and spill control vehicles.

O. Department of Public Safety (DPS).

1. Bureau of Criminal Apprehension (BCA).

a. BCA provides resource coordination, during a major disaster/emergency, through the MDO. Various state, federal and private-sector resources and voluntary agencies may be accessed by contacting the MDO, who in turn notifies/contacts various state agencies.

b. Equipment and technical expertise, in the areas of criminal investigation, intelligence gathering, forensic identification, and crime scene processing.

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c. Video/photography, audio, and surveillance equipment and expertise.

d. Equipment and technical support for a terrorism or Weapons of Mass Destruction incidence.

2. Fire Marshal Division.

a. The Fire Marshal Division can provide expertise in the area of fire investigation and response. The expertise of fire inspectors is also available to assist in determining the fire and life safety of damaged structures.

b. Equipment available from the Fire Marshal Division includes the division's Major Incident Investigation vehicle containing assorted hand tools, communications and computer equipment, environmental monitoring equipment, 15K PTO generator, small gas powered generators, gas powered exhaust fans, and lighting equipment.

c. The Fire Marshal Division is also able to obtain fire and rescue equipment from local fire departments through the Minnesota Intrastate Fire Service Mutual Aid Plan (MIMAP).

3. Office of Pipeline Safety (MNOPS). MNOPS can provide technical expertise and equipment as follows:

a. Pipe locators and gas detectors

b. Equipment failure investigation

c. Computerized pipeline facilities control systems

d. Cathodic protection (pipeline facilities)

e. Third-party damage prevention/investigation (Gopher State One-Call)

f. Safety codes and standards

g. Pipeline construction

h. Cameras and video equipment

4. Division of Homeland Security and Emergency Management (HSEM). HSEM provides resource coordination during a major disaster/emergency, through the State Emergency Operations Center.

a. HSEM can provide expertise in the area of hazardous materials incident management, through its staff and outside contractors. HSEM has the ability to obtain chemical specialists, toxicologists and a variety of hazardous materials management resources (e.g., portable computers with modeling programs, air monitoring equipment and communications equipment).

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b. HSEM shall prepare an emergency declaration request to the president for specialized response personnel, coordination of unaffiliated volunteers/equipment/supplies/etc.

c. The management of donated goods is primarily a local responsibility. When local donations management capabilities are exceeded and the local emergency manager requests state assistance, HSEM will consult with the Minnesota contingent of Voluntary Organizations Active in Disaster (MNVOAD) partners to handle and distribute unsolicited donated goods, undesignated donations, and management of unaffiliated disaster volunteers.

5. State Patrol Division. The State Patrol Flight Section shall, in conjunction with the Department of Transportation, provide transportation and/or reconnaissance, as requested by HSEM, during a declared disaster situation. Possible resources include:

a. Helicopters with forward-looking infrared.

b. Fixed wing aircraft, including several 3-passenger airplanes.

c. Communications through use of the mobile command center.

d. Squad cars to provide transportation.

6. Fiscal and Administrative Division.

a. The DPS Warehouse may be available to assist with the relocation of furniture, equipment and supplies from the SEOC to an alternate site. The Inventory Control Supervisor of the facility will be available to open the warehouse and coordinate the movement of items contained within the warehouse.

b. The Public Safety Warehouse shall make available any stored resource, equipment, or supplies of any division of the Department of Public Safety if needed for their response to a disaster or emergency.

P. Department of Transportation (Mn/DOT). Mn/DOT can

1. Provide road construction and traffic control equipment, such as barriers, cones and signs needed during a major disaster/emergency.

2. An inventory of the department's transportation-related, debris removal-related and public works-related resources exists and is updated at least annually.

3. May have aircraft available for use. In coordination with the State Patrol, maintain current records of general aviation airport facilities and aircraft registered in the state that could be used to provide transportation and reconnaissance, in the event of a disaster.

4. Act as liaison with the FAA, for access to the FAA listing of licensed pilots.

Q. Department of Corrections (DOC).

1. DOC shall, when available, provide temperature controlled storage facilities to assist in the warehousing of equipment and supplies during an emergency or disaster situation.

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2. DOC shall, when available, provide Sentence to Serve (STS) or Institution Community Work Crew (ICWC) to assist with emergency preparations or cleanup services before or after an emergency.

3. DOC shall lend trained emergency response teams, special operations teams and crisis negotiations teams, when needed, to assist other state agencies during a disaster or emergency.

III. SUPPORTING ORGANIZATIONS/AGENCIES

A. Minnesota Voluntary Organizations Active in Disaster (MNVOAD). The organizations affiliated with MNVOAD can provide a wide variety of donated resources including, but not limited to, volunteers, food, amateur radio operators and search and rescue dogs. MNVOAD's affiliated organizations, and the resources available through them, include:

1. American Red Cross (ARC). The American Red Cross can provide:

   a. Disaster-trained volunteers.

   b. Canteen services for emergency workers and mobile feeding for disaster victims.

   c. Emergency response vehicles to move resources to the disaster location.

   d. Flood cleanup kits/comfort kits for evacuees.

   e. Bulk distribution of relief supplies.

   f. Individualized services that provide food, clothing, shelter and emergency medical needs for affected families.

2. Civil Air Patrol (CAP). CAP may be able to provide:

   a. Personnel and equipment in support of aerial observation and air and ground-based searches that do not involve law enforcement activities or fires.

   b. Primarily controls aircraft, but also other vehicles such as trucks, buses, and communications vans.

   c. Access to military surplus.

   d. contacted through the MDO.

3. Salvation Army. The Salvation Army can provide:

   a. Ministerial support for spiritual and family counseling.

   b. Disaster-trained volunteers, as well as training and assignments for unaffiliated, emergency volunteers.

   c. Disaster Response Units for mobile feeding (canteen services for emergency workers).

   d. Vehicles for transporting survivors to shelters and donated goods.

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e. The use of Salvation Army facilities/institutions for sheltering, mass feeding or warehouse/storage needs.

f. Communications through the Salvation Army Team Emergency Radio SATERN network.

g. Resources supporting the collection and distribution of donated goods.

4. Other Agencies. In addition to the above-listed agencies, the following are also affiliated with MNVOAD:

a. Adventist Community Services
b. Amateur Radio Relay League/ARES/RACES
c. American Humane Association
d. Catholic Charities
e. World Renew
f. Church of Jesus Christ of Latter Day Saints
g. Humane Society of the United States
h. Lutheran Social Services/Lutheran Disaster Response
i. Mennonite Disaster Services
j. Minnesota Food Bank Network
k. Minnesota Search and Rescue Dog Association, Inc. (SARDA)
l. Minnesota Veterinary Medical Reserve Corp (MVMRC)
m. Minnesota-Wisconsin Southern Baptist Convention
n. NECHAMA - Jewish Response to Disaster
o. Nazarene Compassionate Ministries
p. United Methodist Committee on Relief (UMCOR)

B. Search and Rescue Dog Organizations. A list of search and rescue dog organizations is available through the MDO or the MNVOAD organization listed above.

C. Army Corps of Engineers (COE). Must be contacted through the MDO, COE can provide sandbags, pumps, access to heavy equipment, and technical and contracting services during a disaster.

D. Metropolitan Council/Metro Transit. Must be contacted through the MDO, Metropolitan Council/Metro Transit can provide direct support with transit and emergency operations planning, and provide emergency Metro Transit buses and rail, personnel, temporary shelter and protect personnel from adverse weather conditions at the emergency site or other locations during a disaster in the Twin Cities Metropolitan Area. Metropolitan Council/Metro Transit shall provide consultative services with Mn/Dot for out state transit planning, coordination and response.

IV. POLICIES AND PROCEDURES

A. The MDO serves as the state contact point for requesting emergency supplies and people resources. Contact with the MDO can provide state and federal resources, as well as certain private sector resources, such as cleanup contractors and providers of sandbags.

B. When the SEOC is activated, the Logistics Chief will coordinate the location and delivery of resources to meet identified critical needs that surpass the capabilities of local governments.

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1. Needs that may be addressed include, but are not limited to, heavy equipment, communications equipment, firefighting equipment, sandbags, food and water.

2. Databases are in-place for the identification of available resources for meeting these needs.

3. When demand exceeds available resources, the SIM, Operations Chief, Planning Chief and other officials designated by the SIM will determine the priorities for the allocation of resources.

C. Depending upon the nature of the resources and the circumstances under which they are requested from state and federal agencies, there may be a charge to the requesting entity.

D. When the demands generated by a disaster require the immediate provision of resources and assistance, the Governor may waive normal state government purchasing requirements.

E. Staging areas may be required for the exchange/transportation of emergency equipment and supplies. They may be established near the affected area and co-located with the staging for mutual-aid, volunteers and donations.

F. State agencies involved in the response to a disaster/emergency will maintain the records necessary to document their disaster-related expenditures. Documentation is necessary, should such expenses become eligible for reimbursement.

V. SUPPORTING DOCUMENTS

A. HSEM Standard Operating Guidelines
B. Minnesota Duty Officer Procedures
C. Minnesota Department of Health All-Hazards Response and Recovery Plan
D. Minnesota Department of Health Pandemic Influenza Support Annex

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VI. EMERGENCY RESPONSE SUPPORT AND RESOURCES

A. Federal Resources.

1. In accordance with the Federal Radiological Emergency Response Plan (FRERP)[3], the Nuclear Regulatory Commission (NRC) is designated to assume the responsibility of the lead federal agency in the event of an incident at a nuclear generating plant; the U.S. Department of Energy (DOE) provides and coordinates off-site radiological monitoring and assessment support to state and local governments; and the Federal Emergency Management Agency (FEMA) may open a Joint Field Office for recovery purposes. This federal response is requested through the Division of Homeland Security and Emergency Management (HSEM).

2. The Planning and Assessment Center staff authorized to request FRERP assistance are the Planning Chief or Technical Advisor. Requests should be coordinated with the State Incident Manager, whenever possible.

3. FRERP resources will be utilized in accordance with the following documents:

   a. *Federal Response Plan*, FEMA 229, April 1999.

   b. *Federal Radiological Emergency Response, Plan* May 1996.

   c. *Overview of FRMAC Operations*, U.S. DOE, Nevada Operations Office, April 2000.

   d. *NRC Incident Response Plan*, NUREG-0728, Revision 2.

   e. *NRC Response Coordination Manual*, NUREG/BR-0230.

   Specific federal resources are listed in the SEOC PAC procedures.

4. The federal resources expected are:

   a. Federal Radiological Monitoring and Assessment Center (FRMAC)

   b. DOE Radiological Assistance Program (RAP) with field teams and labs

   c. Aerial Measuring System (AMS) with maps.

   d. The PAC will assess additional needs and request additional resources, as needed.

5. The state has the resources available to support the federal response in the following areas: airfield, command post, telephone lines, radio frequencies and a telecommunication center.

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[3] Federal Radiological Response Plan. Participation by seventeen federal agencies and publication as an operational plan. May, 1996.

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6. The Air National Guard facilities at the Minneapolis-St. Paul International Airport are a possible FRMAC site. HSEM will coordinate with other federal agencies located at the FRMAC.

7. The RAP teams will relay their field data to the PAC, through the RAP technical liaison. The PAC shall be the central point of analysis of all field data. The SEOC Joint Information Center (JIC) will be the central point for release of information to the public.

8. Emergency Response Support and Resources. The U.S. Department of Energy, Chicago Operations Office, Argonne, Illinois has a radiological laboratory that can provide radiological monitoring and laboratory analysis assistance, as requested during an emergency.

9. Estimated Response Times for Federal Resources

   a. FEMA. Set up a Joint Field Office (JFO) 12 to 48 hours after the decision is made to augment the federal presence.

   b. Department of Energy (DOE).

      1) Radiological Assistance Program team (RAP): Approximately four hours after request (both nuclear plants).

      2) Federal Aerial Measurement Capability, Aerial Measuring System (AMS): Times are in Hours. Data comes from RCM-96 Section J.

Location	**Fixed Wing**	**Helicopter**	**Fixed Wing**	**Helicopter**
	Depart from Las Vegas		**Depart from Washington, DC**	
Monticello	6.5	34	4.5	29
Prairie Island	7	34	4	27.5

   c. Federal Radiological Monitoring and Assessment Center (FRMAC). 24 to 48 hours after request for both nuclear plants.

   d. Environmental Protection Agency (EPA). One to two days into the recovery.

10. The Soil Conservation Service and/or the Board of Water and Soil Resources provide a list of the watershed districts all or partly within the areas of the Monticello and Prairie Island Nuclear Generating Plants.

    a. State Resources.

    State agency capabilities are described above, in Annex N.

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SECTION I: INTRODUCTION

STATE/LOCAL CONCERNS

Minnesota is not a "Home Rule" State. Local government has the primary responsibility for meeting the immediate health and safety needs of its citizens in the event of a major emergency/disaster. However, state resources will supplement those local units of government when: the needs generated by a major incident exceed the capability of local government to respond, the state has a specialized resource needed by local government, or the scope of the event is widespread and there is a need to utilize a centralized incident management system. A nuclear generating plant accident/incident would be an example of the latter situation.

STATE SITUATION

Minnesota encompasses 84,068 sq. mi (53,803,520 acres). It is 406 miles north to south and 348 miles east to west. The lowest elevation is 602 ft. at Lake Superior shoreline, and its highest point is Eagle Mountain in Cook County (2301 ft.). Minnesota's mean altitude is 1200 ft. above sea level. Average annual precipitation measures 19 to 32 inches. Average annual snowfall ranges from 36 to 68 inches. According to MN DNR there are 11,842 lakes in Minnesota, including wetlands, covering 13,136,357 acres. Grassland plains and prairies are in the west and south, coniferous (cone-bearing) forest is in the north and in the east is the hardwood forest, once known as the "Big Wood."

The State of Minnesota is subject to major emergencies/disasters that can pose a significant threat to public safety and/or health. The four general types of such events are: 1) natural disasters, 2) technological hazards, 3) civil emergencies, and 4) national security events. Specific hazards include but are not limited to: floods, tornadoes, blizzards, droughts, releases of hazardous materials, high-level radioactive waste transportation accidents, emergency levee/dam failures, pipeline leaks, explosions, forest fires, terrorism, critical infrastructure failures, civil disturbances, pandemic influenza and Highly Pathogenic Avian Influenza.

Demographics		Comments/References
Population	5,303,925 per 2010 census (52% metro, 48% non-metro)	Population based on U.S. Census Bureau 2010
Population Density	66.6 per sq. mile	U.S. Census Bureau 2010
Ethnic Makeup	85.3% White 5.2% Black/African American 4.7% Hispanic or Latino 4.0% Asian 1.1% Native American/Alaska Native	U.S. Census Bureau 2010
Secondary Languages	3.5% Spanish	2010 U.S. Census: Included languages spoken by more than .5% of population
Median Per Capita Income	$57,243	2010 U.S. Census Bureau Inflation-adjusted Dollars

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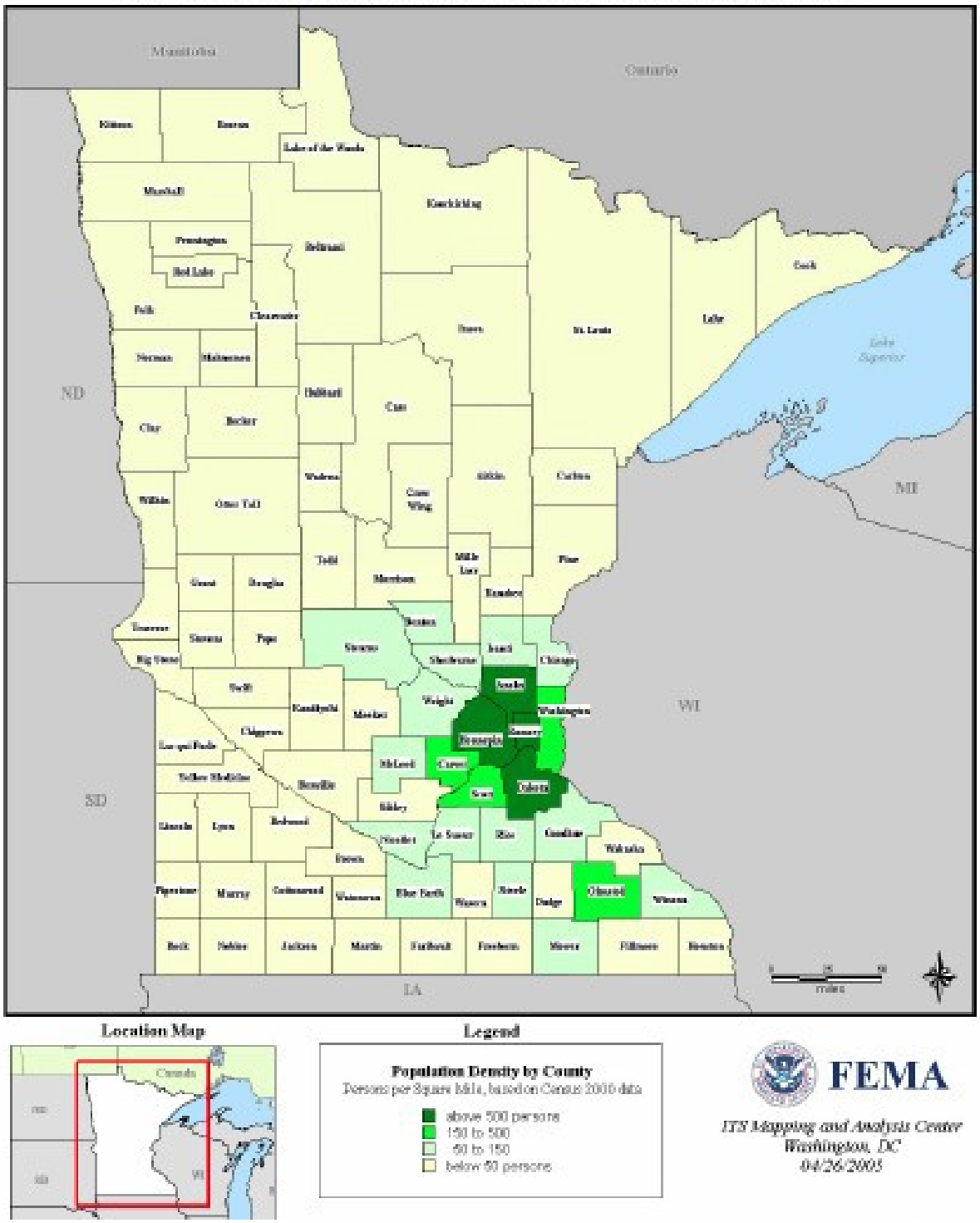
MINNESOTA POPULATION DENSITY



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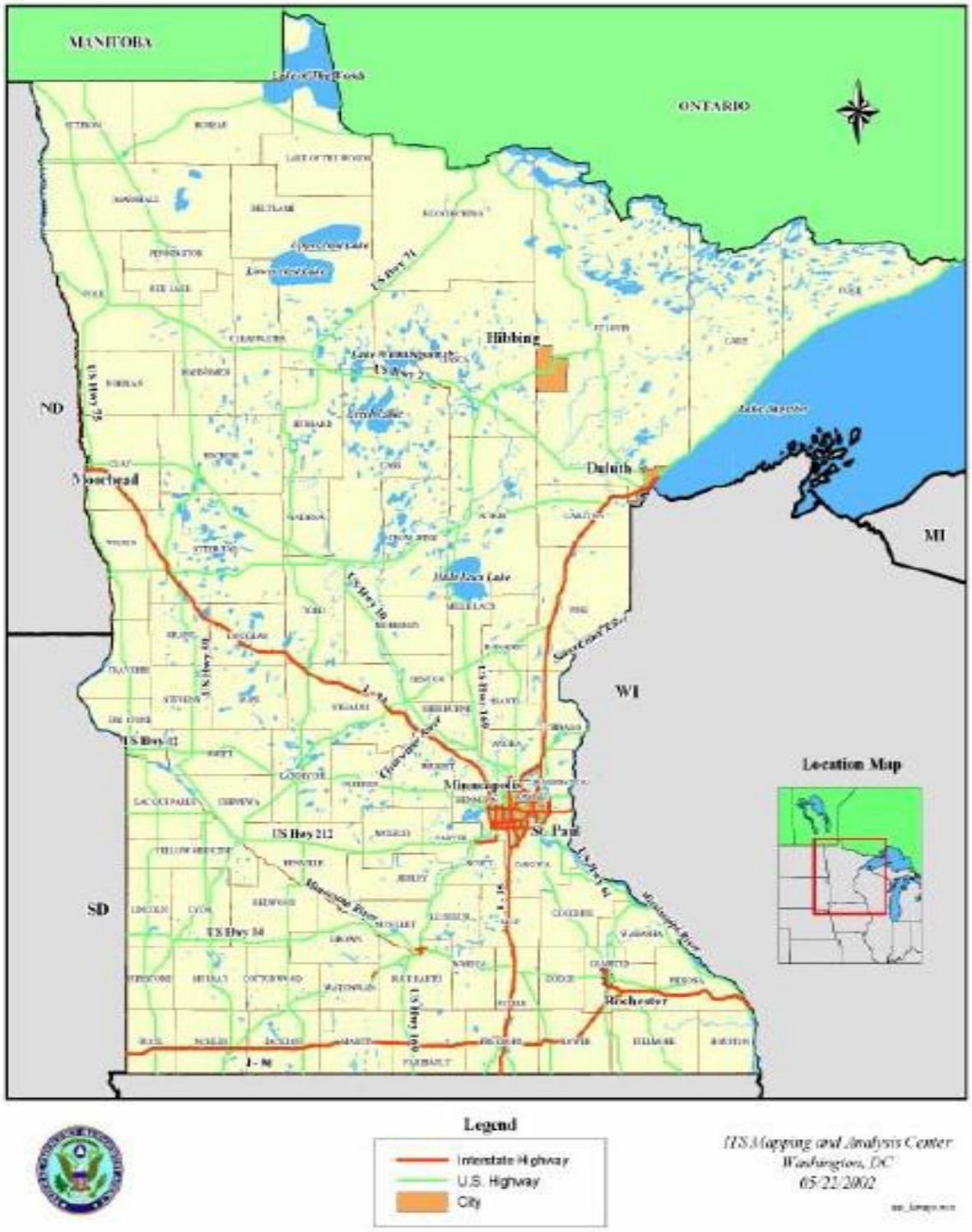
State of Minnesota - Major Cities, Highways, and Rivers



SECTION III: ORGANIZATIONAL ASSETS

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SECTION II: ORGANIZATION/FACILITIES

Organization	Location	Contact	Comments
State Government			
Office of the Governor	130 State Capitol 75 Rev. Dr. Martin Luther King Jr. Blvd. Saint Paul, MN 55155	Mark Dayton, Governor Phone: (800)657-3717 Fax: (651)797-1850 Internet: http://mn.gov/governor	Governor's term is 4 years with no term limit: next election is November 2018
Governor's Liaison in Washington D.C.	Office of Governor Mark Dayton Attn: Bill Richard 1017 8th Street NE Washington, D.C. 20002	Bill Richard Phone: (202)236-3717	
Office of the LT. Governor	130 State Capitol 75 Rev. Dr. Martin Luther King Jr. Blvd. Saint Paul, MN 55155	LT. Governor Yvonne Prettner Solon Phone: (800)657-3717 Fax: (651)797-1850	
Homeland Security Representative	445 Minnesota Street 1000 NCL Tower Saint Paul, MN 55101	Ramona Dohman Commissioner, Public Safety Phone: (651)201-7000 Fax: (651)282-6555	
State Legislature - Senate: 67 Members - House: 134 Members	198 State Office Building Saint Paul, MN 55155	Phone: Senate – (651)296-0504 House – (651)296-2146 Internet: leg.state.mn.us	The legislature convenes on regular session each odd numbered year on the 1st Tuesday after the first Monday in January. In even numbered years, it convenes on a date set by joint agreement of both bodies. The state constitution limits the Legislature to meeting 120 legislative days during each biennium. In addition, the Legislature may not meet in regular session after the 1st Monday following the 3rd Saturday in May on any year.

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Organization	Location	Contact	Comments
Federal Legislature			
Congressional Delegation		Senate Switchboard: (202)224-3121 Internet: www.senate.gov House Switchboard: (202)225-3121 Internet: www.house.gov	
State Emergency Management Agency			
Department of Public Safety, Division of Homeland Security and Emergency Management	445 Minnesota Street, Suite 223 Saint Paul, MN 55101-6223	Joseph Kelly, Director Phone: (651)201-7404 Kevin Leuer, Branch Director, Preparedness John Moore, Branch Director, Response, Recovery and Mitigation Kevin Reed, Branch Director, Homeland Security Cathy Clark, Branch Director, Field Services 24 hour POC: (800)422-0798 (Greater MN) Minnesota Duty Officer (651)649-5451 (Twin cities metro and outside MN) Internet: hsem.dps.mn.gov	During disaster/emergency HSEM director serves as Governor's primary POC, reporting to the Governor, through the Commissioner of Public Safety. Within state government, the Department of Public Safety, Division of Homeland Security and Emergency Management (DPS/HSEM) is the agency with responsibility for coordinating state emergency/disaster preparedness, response, recovery, and mitigation. Extensive and specific emergency responsibilities have been assigned to HSEM in the Minnesota Statutes, Chapter 12, and the Governor's Executive Order Assigning Emergency Responsibilities to State Agencies.

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Organization	Location	Contact	Comments
State Emergency Management Agency			
WMD Coordinator	NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED	Kevin Reed Homeland Security Branch Director Minnesota Division of Homeland Security and Emergency Management Phone: (651) 201-7450 Fax: (651) 296-0459	
State HSEM Regional Offices	HSEM Northern Region Minnesota Interagency Fire Center 402 SE 11th Street Grand Rapids, MN 55744 SEOC Serves as the Central and Southern regional office. NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED	Region 2, NE, Roy Holmes Region 3, NW, Mary Hilbrand Region 4, WC, Glenn Elvecrog Phone: (218) 327-4496 Fax: (218) 327-4527 Region 1, SE, Mark Marcy Region 5, SW, Amy Card Region 6, EC, Gary Peterson Phone (651) 201-7400 Fax (651) 296-0459	With the exception of the Grand Rapids office, all Regional Coordinators work out of their homes.

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SECTION II: ORGANIZATION/FACILITIES (continued)

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Other State Response Organizations			
Organization	**Location**	**Contact**	**Comments**
EPRCA	445 Minnesota Street, Suite 223 Saint Paul, MN 55101-6223	Steve Tomlyanovich Phone: (651) 201-7417	

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Facility	Location	Contact	Comments
Disaster Facilities (may be pre-identified)			
Points of Arrival	To Be Determined		
State Staging Areas	Staging areas are developed as needed.		
Base Support Installations/Other	To Be Determined		
Joint Information Center	Depending on the size of the incident, the JIC media briefing room will be NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED.	Phone: (651) 201-7478 or (651) 201-7477 Fax: (651) 215-6929	The appropriate state and federal agencies and "responsible parties" will be asked to provide a spokesperson for the Minnesota Joint Information Center (JIC). The JIC Media briefing room will be situated at NOT PUBLIC DATA HAS INTENTIONALLY BEEN REMOVED.

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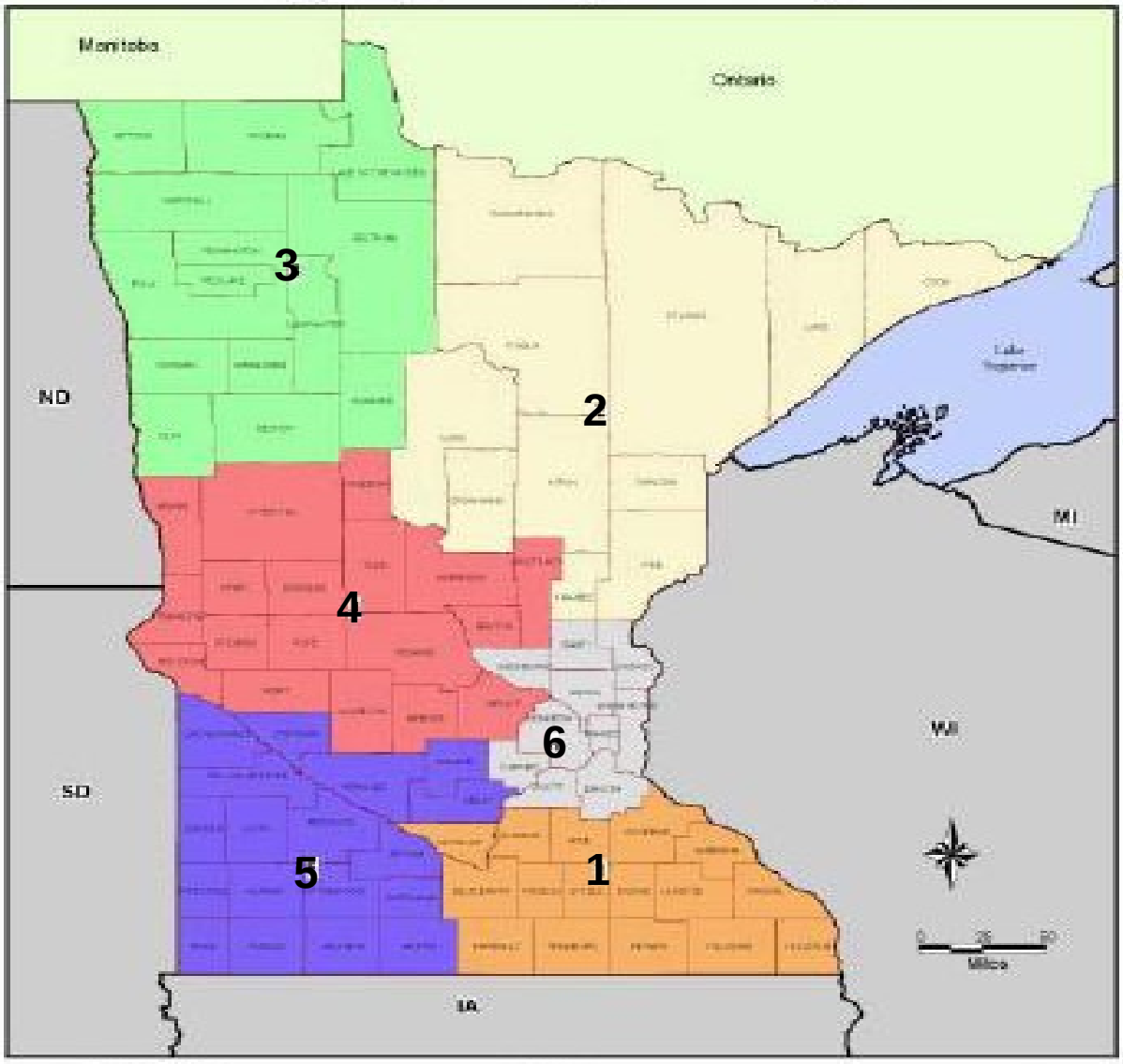
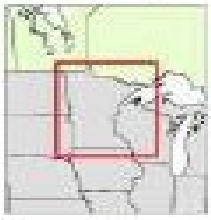
STATE OF MINNESOTA
Emergency Management Regions



Location Map



Legend

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PRIMARY HSEM LOGISTICAL SUPPORT AREAS (LSA's)	
Facility	**Location**
MNDOT Truck Center (south)	Mankato
Holman Field (Metropolitan Airport Commission)	St. Paul
Camp Ripley	Brainerd
Crookston Training and Community Center (TACC)	Crookston
Army National Guard Armory	Duluth
Army National Guard Armory	Rochester

PRIMARY POINTS OF DISTRIBUTION (POD'S)	
Facility	**Location**
Grand Rapids Training and Community Center (TACC)	Grand Rapids
Fergus Falls Training and Community Center (TACC)	Fergus Falls
Duluth Training and Community Center (TACC)	Duluth
Rochester Training and Community Center (TACC)	Rochester
Marshall Training and Community Center (TACC)	Marshall

Note: All other Training and Community Center (TACC;s) located in state can be used as Points of Distribution (POD's) as needed to support local jurisdictional responses.

Note: Emergency Management Assistance Compact (EMAC) Personnel Accountable Processing Package (EPPAP). EPPAP sites will be normally located at TACC's not in use for other operational purposes. A EPPAP could be co-located with a LSA site if room is available to safely conduct each mission. The EPPAP process is used for EMAC resources staging into and demobilizing from the disaster area.

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POTENTIAL FEMA MOBILIZATION/STAGING AREAS: MINNESOTA

Until specific sites can be chosen throughout the state, civil airports and military facilities in Minnesota will be used as mobilization/staging areas.

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POTENTIAL JOINT FIELD OFFICES SPECIFICATIONS

FEMA will coordinate facility selection with the State and the General Services Administration (GSA). Specific sites will be chosen based on the geographic location and size of the incident. Generally, government office space or private pace will be used. Initial response activities may be carried out form temporary locations (hotels, motels, state or local government facilities) until JFP space is selected.

Site Selection Criteria Field Office Specifications

Approximately 3,000 to 4,000 square feet of useable space that meets all requisite code requirements (fire, health, OSHA, ADA, etc.).
Building infrastructure must be able to accommodate operational telephone and electrical requirements.
Facility must be available for extended period of time.
Facility must be located within reasonable proximity to lodging, restaurants, and retail stores
Adequate parking must be available for all personnel.
Warehouse space must be available within twenty minutes travel time from the facility.

Examples of Potential Types of Sites

The following are potential types of sites although there are no preexisting commitments/agreements in place with any facilities:

Civic Centers
Air Guard Facilities
Office Buildings
Hotels
State Fairgrounds space
Warehouse space

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HSEM Organization Relationships	Entity	Comments/Interaction
Other State Agencies	24 major agencies	
Counties	87 Counties: Aitkin, Anoka, Becker, Beltrami, Benton, Big Stone, Blue Earth, Brown, Carlton, Carver, Cass, Chippewa, Chisago, Clay, Clearwater, Cook, Cottonwood, Crow Wing, Dakota, Dodge, Douglas, Faribault, Fillmore, Freeborn, Goodhue, Grant, Hennepin, Houston, Hubbard, Isanti, Itasca, Jackson, Kanabec, Kandiyohi, Kittson, Koochiching, Lac Qui Parle, Lake, Lake of the Woods, LeSueur, Lincoln, Lyon, Mahnomen, Marshall, Martin, McLeod, Meeker, Mille Lacs, Morrison, Mower, Murray, Nicollet, Nobles, Norman, Olmsted, Otter Tail, Pennington, Pine, Pipestone, Polk, Pope, Ramsey, Red Lake, Redwood, Renville, Rice, Rock, Roseau, Scott, Sherburne, Sibley, St. Louis, Stearns, Steele, Stevens, Swift, Todd, Traverse, Wabasha, Wadena, Waseca, Washington, Watonwan, Wilkin, Winona, Wright, Yellow Medicine	Counties are required to have a designated emergency management director; however, in many counties the director is assigned to other duties as well.
Municipalities	Major Municipalities include Bloomington, Duluth, Minneapolis, Rochester, St. Cloud, and St. Paul	
Pre-Disaster Mitigation Communities	FEMA – Region 5	Contact FEMA for information

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HSEM Organization Relationships	Entity	Comments/Interaction
Federally Recognized Tribal Governments	Bois Forte Tribal Council Fond Du Lac RBC Grand Portage Tribal Council Leech Lake Tribal Council Red Lake Tribal Council Lower Sioux Community Council Mille Lacs Band Of Ojibwe Minnesota Chippewa Tribe Prairie Island Community Council Upper Sioux Community Shakopee Mdewakanton Sioux White Earth Tribal Council	Twelfth largest American Indian population in the country. If tribe cannot satisfactorily resolve emergency, it submits a Local Emergency resolution to the associated county/counties for resolution of issue. Minnesota Indian Affairs Council: (218)335-8200 U.S.DHS/FEMA V Tribal Liaison, C.G. Brown (312)408-5322
Voluntary Organizations	American Red Cross; Salvation Army, NECHAMA, Citizen Corps programs, MN VOAD	Approximately 30 other Voluntary Organizations in the State Exist to coordinate voluntary agencies and faith group response
Adjoining States	4 adjoining states: Iowa, North Dakota, South Dakota and Wisconsin. Minnesota also borders the Provinces of Ontario and Manitoba Canada	MN SEOC will communicate with SEOCs in adjoining States and Provinces as needed in interstate/international disasters

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SECTION III: EMERGENCY TEAMS, PERSONNEL AND OTHER RESOURCES

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Other Resources	Description
Communications Capabilities	Minnesota Common - This is the system used for relaying notifications from the nine State Patrol Warning Points to all county warning points. NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED. Emergency Alert System (EAS) - This system is intended to permit the near-simultaneous broadcasting of emergency information over most AM and FM radio, TV stations, and the NOAA weather radio system. The system can be activated on a nationwide, statewide, or local basis. The State of Minnesota has been divided into six EAS Operational Areas. A detailed MN EAS Statewide Plan is on file with HSEM and on its website. All EAS decoders in the state of MN are capable of manual and automatic operation. The two main relay stations, WCCO and MPR, are on the air 24 hours and have manual and automatic operation of EAS equipment. All stations designated for the Prairie Island and Monticello Nuclear Generating Plants have 24-hour automatic EAS capability. All of these stations monitor for the Civil Authorities Code by which HSEM transmits.
Information Systems	MN uses NIMS (National Incident Management System) in accordance with HSPD-5.
Intrastate Mutual Aid	Jurisdictions within the state may enter into mutual aid agreements. Refer to Minnesota Emergency Operations Plan.
Interstate Mutual Aid	Yes (EMAC state)
State Disaster Relief Fund/Emergency Management Trust Fund	HSEM's base budget appropriation for state match for federal disaster assistance is currently $200,000/year. If the base budget approximation is insufficient HSEM submits a deficiency appropriation request to the Legislature. If the Legislature is not in session and state match monies are need immediately, a request for such funding is submitted to the State Executive Council.

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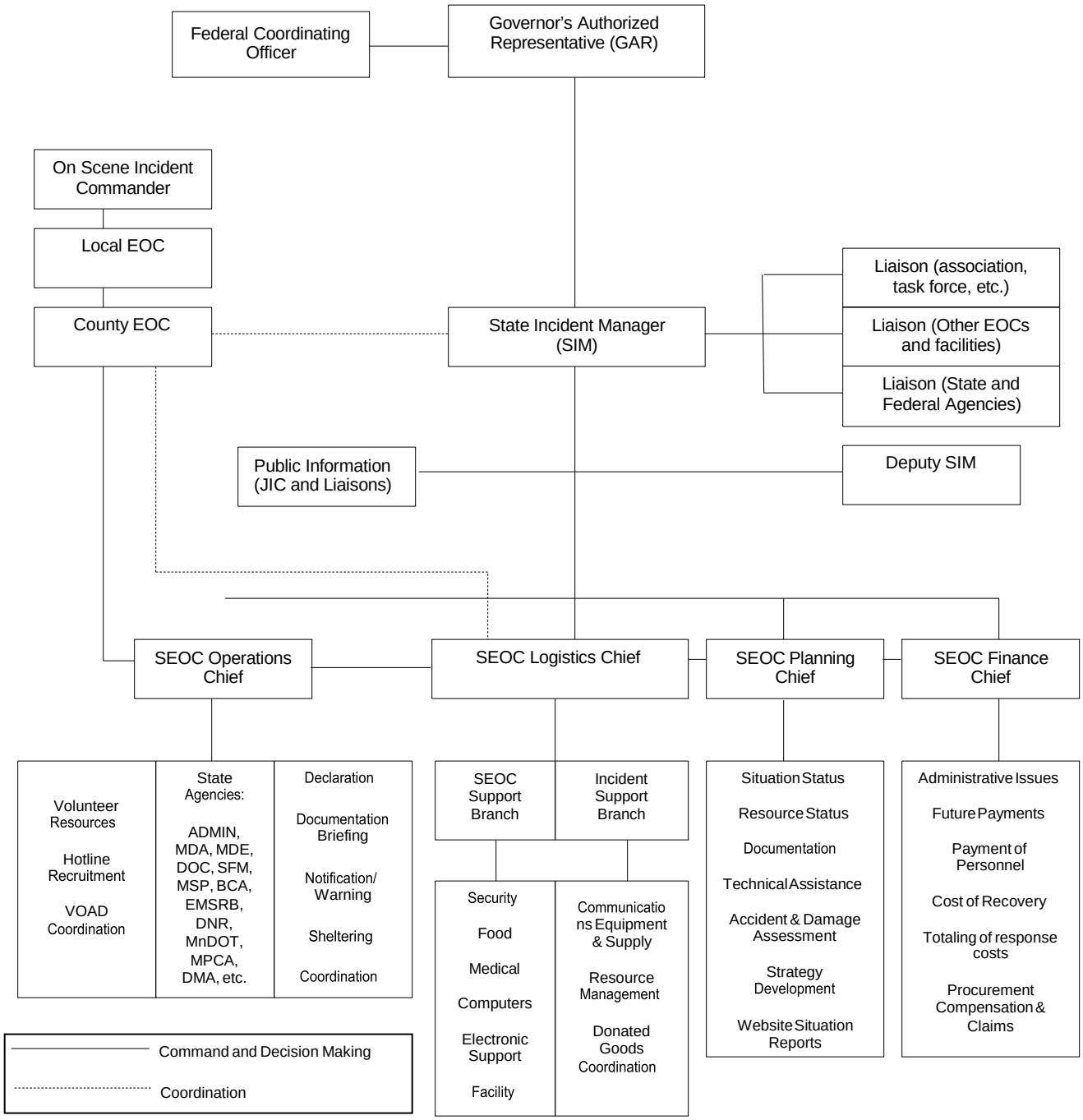
STATE OF MINNESOTA EMERGENCY OPERATIONS CENTER ORGANIZATION CHART



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SECTION IV: ESF/OTHER FUNCTIONAL COUNTERPARTS

	ESF/Support Function	Counterpart State Agency	Implementation Considerations
		Federal ESFs	
1	Transportation	Public Safety/Military Affairs/Transportation Phone: Public Safety – 651-201-7000 Military Affairs – 651-268-8860 Transportation – 651-296-3000 24/7 Minnesota Duty Officer – 651-649-5451	HSEM, through SEOC, coordinates emergency transportation assistance to affected local governments and for State agencies with disaster mission assignments.
2	Communications	Transportation/Public Safety/Commerce Phone: Public Safety – 651-201-7000 Transportation – 651-296-3000 Commerce – 651-539-1500 24/7 Minnesota Duty Officer – 651-649-5451	HSEM is responsible for maintaining/operating State Emergency Communications Center.
3	Public Works and Engineering	Transportation/Military Affairs Phone: Transportation – 651-296-3000 Military Affairs – 651-268-8860 24/7 Minnesota Duty Officer – 651-649-5451	Provide coordination and support to State agencies, counties, and local governments through HSEM SEOC.
4	Firefighting	Public Safety/Natural Resources Phone: Public Safety – 651-201-7000 MIFC Duty Officer – 218-327-4558	
5	Emergency Management	Public Safety Phone: 612-201-7000 24/7 Minnesota Duty Officer – 651-649-5451	Office of Governor responsible for executive-level decision making upon recommendation of HSEM.
6	Mass Care	Human Services Pager: 651-532-1127; 24/7 Minnesota Duty Officer – 651-649-5451	The American Red Cross and other Minnesota voluntary organizations (coordinated through MNVOAD) collaborate to provide shelter, food, emergency first aid and other services to those affected by disaster. Provides logistical and resources support.
7	Logistics Management and Resource Support	Public Safety Phone: 651-201-7000 MN.IT Services – 651-297-1111 24/7 Minnesota Duty Officer – 651-649-5451	
8	Public Health and Medical Services	MN Department Of Health Phone: 651-201-5000 EMS Regulatory Board – 651-201-2800 24/7 Minnesota Duty Officer –651-649-5451	
9	Urban Search and Rescue	Public Safety Phone: 651-201-7000 24/7 Minnesota Duty Officer – 651-649-5451	National Guard will be available on limited basis for US&R operations or support. (CSR Teams)
10	Oil and Hazardous Materials Response	Public Safety/Agriculture/Pollution Control/ MN-DOT Phone: Public Safety – 651-201-7000 Agriculture – 651-201-6000 Pollution Control – 651-296-6300 MN-DOT – 651-296-3000 24/7 Minnesota Duty Officer – 651-649-5451	MN has a statewide Hazmat response team system. One Emergency Response Team supported by several Chemical Assessment Teams throughout the state.
11	Agriculture and Natural Resources	Education/Agriculture Phone: Education – 651-582-8200	Food Coordinating Team formed to carry out ESF functions. State Department of

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		Agriculture – 651-201-6000	Agriculture is major player.
	ESF/Support Function	**Counterpart State Agency**	**Implementation Considerations**
Federal ESFs			
12	Energy	Transportation/Commerce/Public Safety Phone: Transportation – 651-296-3000 Commerce – 651-539-1500 Public Safety – 651-201-7000	Coordinates information concerning State's energy systems. Works closely with the Governor's Office and HSEM.
Additional State ESFs			
13	Public Safety and Security	DPS/MN State Patrol Phone: 651-201-7100 24/7 Minnesota Duty Officer – 651-649-5451	
14	Long Term Recovery and Mitigation	Department of Agriculture Phone: 651-201-6000 24/7 Minnesota Duty Officer – 651-649-5451	Defines roles and responsibilities of State agencies and voluntary organizations regarding rescue and needs of animals during disasters.
15	External Affairs	Department of Military Affairs/Adjutant General Phone: 651 268-8860 24/7 Minnesota Duty Officer – 651-649-5451 Email: ng.mn.mnarng.mbx.joc@mail.mil	Requests for National Guard assistance are forwarded to HSEM Director, who evaluates request and makes recommendation to Governor. If approved, request is relayed to The Minnesota National Guard Joint Operations Center.
Other Support Functions			
	Community Relations	JIC Phone: 651-201-7477	
	Congressional Affairs	HSEM Phone: 651-201-7400	Governor designates Government Liaison Officer to provide information to members of State Congressional delegation and State legislature.
	Donations Management	HSEM Phone: 651-201-7442	State augments and supports local government efforts to manage offers of unsolicited donated goods, unaffiliated volunteers and undesignated cash donations for disaster operations, in collaboration with MNVOAD organizations.
	Public Affairs	JIC Phone: 651-201-7477	

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SECTION V: STATE RESPONSE AND RECOVERY ACTIONS

Function	Action	Comments/References
Pre-Event		
Ongoing Monitoring	County EM Coordinators responsible for notification of MN Duty Officer of local emergencies.	
Planning	MN HSEM coordinates statewide planning initiatives.	
Initial Response		
Alert and Notification		
Activation and Deployment	County EM Coordinators responsible for notification of MN Duty Officer of local emergencies.	Levels of activation: a. Normal Operations b. Employee Standby c. Partial Activation d. Full Activation ESF activation dictated by type of emergency (see MEOP).
Initial Assessment	HSEM has primary responsibility for assembling and activating PDA teams.	
Declaration (Gubernatorial, Presidential)	When Governor declares a peacetime emergency, HSEM Director initiates State response as set forth in MEOP.	Only Governor or Acting Governor can originate request for Presidential Declaration.
Continuing Response		
Request for Federal Assistance	May be triggered when Governor declares a peacetime emergency.	HSEM Director initiates Request for Federal Assistance.
Information Collection, Analysis and Dissemination	MN uses NIMS (National Incident Management System) in accordance with HSPD-5.	HSEM's Planning and Assessment Center (PAC) will collect, analyze, disseminate information to SEOC staff and the JIC. The JIC provides press information to the public via the news media.

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Function	Action	Comments/References
Reporting, GIS	Conducted by HSEM	
Resources Coordination; Tracking	MN uses NIMS (National Incident Management System) in accordance with HSPD-5.	
Receiving/Distribution	Requirements for Federal support, standby contracts.	
Sheltering	Provided by the American Red Cross	See MEOP
Evacuation	Coordinated by local Law Enforcement/Fire	See MEOP
Debris Management	Generally coordinated by local government, Mn-DOT, Pollution Control Agency and Department of Health	See MEOP
Recovery		
Human Services	Administered by the Department of Human Services	See MEOP
Infrastructure Support	Coordinated by the local Public Works and State if a State Facility is involved.	See MEOP
Mitigation	Coordinated by HSEM	See MEOP
Deactivation	Coordinated by HSEM	See MEOP
Resource Coordination (State)	Coordinated through EPCRA program and State EOC	In accordance with HSPD-5

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SECTION VI: INCIDENT-SPECIFIC RESPONSE CONSIDERATIONS

Site	Prairie Island Nuclear Power plant
Operator/Owner	Northern States Power Minnesota
Location	Goodhue County/City of Red Wing and Prairie Island Indian Community
Facility Description	Two units – Combines 1060 mw pressurized water
Demographics	The population in the 10-mile EPZ is 27,757.
Land Use Characteristics	This plant is located in the flood plain, predominately rural agriculture with Treasure Island, a Native American-owned casino located two miles away
County EOC(s)	Goodhue County EOC: NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED Dakota County EOC: NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED
EOF Location	On-Site
JIC Location	SEOC - NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED
Staging Area Location	FRMAC and FCP set up at the National Guard hanger located at Minneapolis/St. Paul Airport
Evacuation Routes	South – take US 61 south; East - take US 61 N to Hastings MN, cross the Mississippi to Wisconsin; North take US 61 to Hastings
Risk Area/Counties	Goodhue and Dakota counties in MN

Site	Monticello Nuclear power plant
Operator/Owner	Northern States Power Minnesota
Location	Sherburne and Wright counties, cities of Monticello and Big Lake.
Facility Description	One unit - 600mw; boiling water reactor type
Demographics	The population in the 10-mile EPZ is 41,950
Land Use Characteristics	Majority rural, agricultural
County EOC(s)	Sherburne County EOC: NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED Wright County EOC: NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED
EOF Location	On-Site
JIC Location	SEOC – NOT PUBLIC DATA; HAS INTENTIONALLY BEEN REMOVED
Staging Area Location	FRMAC and FCP set up at the National Guard hanger located at Minneapolis/St. Paul Airport
Evacuation Routes	South - Interstate 94; North – Interstate 94; East MN 39 out of Monticello
Risk Area/Counties	Sherburne and Wright counties, cities of Monticello and Big Lake

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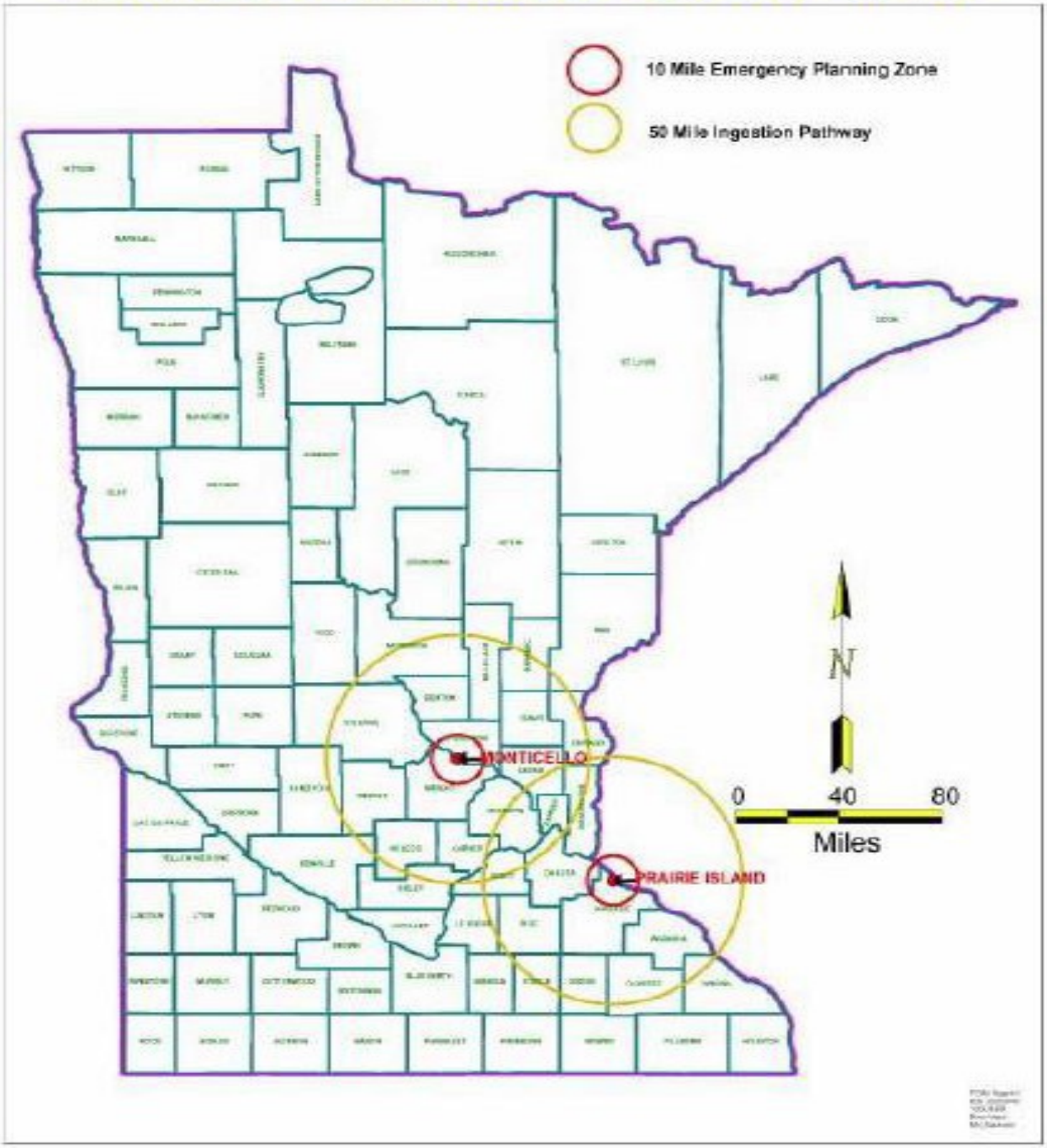
MINNESOTA NUCLEAR POWER PLANTS



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SECTION VII: REQUEST FOR DIRECT FEDERAL ASSISTANCE

The State of Minnesota has the capability at the local and state level to respond to tornado, floods, and other natural disasters and will follow normal FEMA and Stafford Act procedures. Minnesota will request additional federal assistance in the event of any of the following incidents:

Incident	Federal Resources to be Requested
Radiological dispersal devises detonation (dirty Bomb) or Nuclear generating plant emergency.	• Federal resources for aerial monitoring and assessment of Evacuation PAGs, Relocation PAGs, Re-Entry PAGs, Return PAGs and Agriculture Ingestion PAG contour maps. • Field team response for radiological monitoring and sampling: ▪ Ground deposition monitoring in and around evacuated areas. ▪ Agriculture product monitoring and sampling (farm and field). ▪ Sampling of embargoed products already being held. ▪ Sampling downstream rivers and area lakes water. ▪ Natural resource sampling team assistance. • Laboratory sampling analysis in support of field team activity. • Technical assistance in the State EOC for dose assessment and determination of additional protection measures. ▪ Assistance in determining re-entry exposure guidelines. ▪ Assistance in determining relocation exposure guidelines. ▪ Assistance in determining return exposure guidelines. ▪ Assistance in development of food protection guidelines. • Field team response and technical assistance for decontamination of facilities, roadways, open space and other contaminated areas. • Field team response and technical assistance for containment and clean-up of contaminant areas and disposal of contaminated material. • Federal agencies are expected to take a lead role in, technical assistance and on-site field response for clean-up, disposal and overall remediation. • EPA coordinated disposal of embargoed products and contaminated materials. • Direct assistance to take back control of nuclear generating plant during a hostile action based event.
Biological Attack	• Field monitoring and sampling assessment for Evacuation. • Field team assistance for biological monitoring and sampling: ▪ Ground contamination monitoring in and around evacuated areas. ▪ Agriculture product monitoring and sampling (farm and field). ▪ Sampling of embargoed products already being held. ▪ Sampling downstream rivers and area lakes water. ▪ Natural resource sampling team assistance. • Laboratory analysis in support of field team activity.

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	• Technical assistance in the State EOC for determination of additional protection measures in the SEOC. ▪ Assistance in determining re-entry exposure guidelines. ▪ Assistance in determining relocation exposure guidelines. ▪ Assistance in determining return exposure guidelines. ▪ Assistance in development of food protection guidelines. • Field asset response and technical assistance for decontamination of facilities, roadways, open space and other contaminated areas. • Field team response and technical assistance for containment and clean-up of contaminant areas and disposal of contaminated material. • Federal agencies are expected to take a lead role in both, technical assistance and on-site field response for clean-up, disposal and overall remediation. • EPA coordinated disposal of embargoed products and contaminated materials.
Chemical Attack	• Field monitoring and sampling assessment for Evacuation. • Field team assistance for radiological monitoring and sampling: ▪ Ground deposition monitoring in and around evacuated areas. ▪ Agriculture product monitoring and sampling (farm and field). ▪ Sampling of embargoed products already being held. ▪ Sampling downstream rivers and area lakes water. ▪ Natural resource sampling team assistance. • Laboratory sampling analysis in support of field team activity. • Technical assistance in the State EOC for dose assessment and determination of additional protection measures. ▪ Assistance in determining re-entry exposure guidelines. ▪ Assistance in determining relocation exposure guidelines. ▪ Assistance in determining return exposure guidelines. ▪ Assistance in development of food protection guidelines. • Field team response and technical assistance for decontamination of facilities, roadways, open space and other contaminated areas. • Field team response and technical assistance for containment and clean-up of contaminant areas and disposal of contaminated material. • Federal agencies are expected to take a lead role in both, technical assistance and on-site field response for clean-up, disposal and overall remediation. • EPA coordinated disposal of embargoed products and contaminated materials.

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INTERNET INFORMATION SOURCES SUGGESTED ADDITIONAL LINKS

Information Source	Website (URL Address)	Remarks
Local Government	www.naco.org www.leg.state.mn.us/lrl/links/localgov.asp www.state.mn.us/portal/mn/jsp/content.do?subchannel=-536879913&id=-8494&agency=NorthStar	
County Government	www.naco.org www.state.mn.us/portal/mn/jsp/content.do?subchannel=-536879913&id=-8494&agency=NorthStar	
State Government	www.state.mn.us/ www.leg.state.mn.us/ dps.mn.gov	Provides links to state agencies.
Federal Government	www.firstgov.gov	Provides links to all three branches of government.
Federally Recognized Indian Tribes	www.indians.org/Resource/FedTribes99/fedtribes99.html	Provides U.S. map with links to tribes by state.
State Colleges, Universities, Technical Schools	http://www.mnscu.edu/index.php	
State Libraries	www.state.mn.us/libraries/	
Hospitals	www.health.state.mn.us/divs/fpc/directory/fpcdir.html	
Voluntary Organizations	www.mnvoad.org/	Provides links to individual voluntary organizations.
Weather	www.weather.gov	
Maps and Atlases	www.census.gov	

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ACRONYMS AND ABBREVIATIONS

AFB	Air Force Base
ARES	Amateur Radio Emergency Services
BAH	Bureau of Animal Health
BSI	Base Support Installation
CAP	Civil Air Patrol
CI/KR	Critical Infrastructure/Key Resources
DFO	Disaster Field Office
DRF	Disaster Relief Fund
EIO	External Information Officer
EM	Emergency Management
EMAC	Emergency Management Assistance Compact
EMPG	Emergency Management Performance Grant
EOC	Emergency Operations Center
EOF	Emergency Operations Facility
EPRC	Emergency Planning and Response Committee
ESF	Emergency Support Function
FEMA	Federal Emergency Management Agency
FOC	FEMA Operations Center
GAR	Governor's Authorized Representative
GIS	Geographic Information System
HQ	Headquarters
HSEM	Homeland Security and Emergency Management
HPAI	Highly Pathogenic Avian Influenza
IHP	Individual Household Program
JIC	Joint Information Center
MARS	Military Affiliated Radio System
MEOP	Minnesota Emergency Operations Plan
MNDOT	Minnesota Department of Transportation
MNVOAD	Minnesota Voluntary Organizations Active in Disaster
MOU	Memorandum of Understanding
NIMS	National Incident Management System
NRF	National Response Framework
PDA	Preliminary Damage Assessment
PIO	Public Information Officer
POC	Point of Contact
PUC	Public Utility Commission
RACES	Radio Amateur Civil Emergency Services
RAID	Rapid Assessment Initial Detection
SAC	Senior Advisory Council (Homeland Security)
SEOC	State Emergency Operations Center
TF	Task Force
TPFDD	Time-Phased Force and Deployment Data
USDA	United States Department of Agriculture
VOAD	Voluntary Organizations Active in Disaster
WMD	Weapons of Mass Destruction

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I. PURPOSE

The purpose of this annex is to describe the various state government responsibilities in an animal disease emergency which may include a foreign animal disease (FAD) or emerging animal disease incident.

II. OFFICIALS/AGENCIES RESPONSIBLE FOR ANIMAL DISEASE EMERGENCIES

A. State Government: Various agencies/departments have capabilities/responsibilities when an animal disease emergency occurs, as follows:

	Responsibility Summary
Agency	**Responsibility**
ADMIN	S: Assist agencies with emergency purchasing and resource acquisition C: Obtain and sign contracts and purchase agreements with private businesses in support of incident needs
BAH	P: Emergency planning, response and coordination of all animal disease emergencies P: Protect domestic animal health during an animal disease outbreak P: Coordinate disease control activities including quarantine of suspect animals, depopulation of infected animals, carcass disposal, cleaning and disinfection of contaminated areas, vaccination of healthy animals, and establishment of biosecurity measures to minimize spread of the disease P: In conjunction with the MDA, support the state PIO response by serving as technical experts P: Determine the extent of the disease outbreak using surveillance and epidemiological methods to identify infected animals or contaminated areas P: Assess animal disease outbreak situations to control and prevent further occurrence of the disease P: Establish control zones for limiting movement of people, animals and animal products P: Develop and implement an animal permitted movement system and coordinate with MDA permitted movement for animal product, feed and commodity permitted movement system P: Determine appropriate methods for livestock and poultry carcass disposal to control the spread of the disease P: Coordinate the development of fact sheets, talking points and other vehicles for information dissemination, in an animal disease emergency P: Provide technical support for the traffic and access control points.
DEED	P: Estimate the immediate and long-range economic impacts of a disaster
DMA	S: Respond to and support state and local authorities responding to an animal disease emergency as requested S: Provide security support as requested S: Support traffic and access control points as requested
DNR	P: Determine the extent of wildlife involvement in a disease outbreak using surveillance and epidemiological methods to identify affected wildlife species P: Dispose of dead wildlife infected with the disease agent in coordination with the PCA P: Determine measures needed to control wildlife populations involved in the disease outbreak and implement those measures

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	S: Investigate potential criminal aspects of the emergency S: Provide nationally qualified Type II incident management teams as requested S: Coordinate with MDH, BAH, and MDA to ensure proper educational materials are available to hunters, and wildlife enthusiasts about the animal disease emergency S: Support permitted movement activities
DPS	S: Provide support for perimeter security S: Coordinate response support with private businesses in support of incident needs C: Coordinate the overall response of state agencies regarding an animal disease through the state EOC S: Support permitted movement activities P: Activate SEOC and Joint Information Center (JIC), as requested
MDA	P: Provide expertise to local and state authorities in the event of an animal disease emergency P: Provide personnel to support a permitted movement infrastructure for animal product movement P: In conjunction with BAH, develop and implement an animal, animal product, feed and commodity permitted movement system S: Emergency preparedness, planning and response resources, response of animal disease emergencies S: Support surveillance activities to determine the extent of disease spread S: Support development of fact sheets and provide other animal disease-related information to the public P: In conjunction with the BAH, support the state PIO response by serving as technical experts in an animal disease emergency S: Provide technical support for the traffic and access control points. P: By request of the State Veterinarian, manage on behalf of BAH an animal disease event.
MDH	P: Identify public health threats that require immediate notification of necessary protective actions for exposed or at-risk populations S: Collect appropriate samples and take past histories of exposure of humans to determine if they are infected with a disease organism S: Determine disease spread, through movement analysis S: Conduct regular observation and sample collection if needed from people in the animal disease emergency response to assure they have not been infected over a long period of time
MMB	S: Develop and maintain procedures to streamline fiscal management of the state during an emergency
MNDOT	C: Maintain the state radio communications systems S: Supply equipment as needed for traffic control to support the activities of the animal disease emergency. Equipment may include signage, message boards, or Jersey barriers S: Support permitted movement activities
MNIT	P: Provide geographic information system (GIS) services and resources, as required to assist planners and emergency responders.
PCA	S: Support disposal activities including animal carcasses, animal products, animal feed , other contaminated materials and infectious waste
DOR	C: Provide guidance to clients about fulfilling their tax obligations as a result of an animal disease or zoonotic disease emergency
P= Primary	**C**=Coordination **S**=Support

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B. Department of Administration (ADMIN). Obtain and sign contracts and purchasing agreements with private businesses in support of incident needs.

C. Board of Animal Health (BAH).

1. Emergency planning, response and coordination of all animal disease emergencies.

2. Assume the lead animal health protection agency when the incident involves an animal disease emergency; and will coordinate with the Department of Agriculture and other state and federal agencies having animal health responsibilities.

3. Obtain and submit samples to confirm a foreign animal disease in Minnesota and provide notification of the disease to state and local authorities. Notice will be given to local and state authorities of a preliminary positive or confirmed incident. Identify areas where unauthorized access/enhanced bio-security will be necessary

4. Assist with the credentialing of responders

5. Assist in the investigation to define the cause of the event, whether it is a natural occurrence or an act of bioterrorism

6. Determine the methods for disease control and eradication including processes for depopulation and disposal of animal carcasses and infectious waste.

7. Assess animal disease emergency situations to control and prevent further occurrence of the disease

8. Assist in preparation of assessments of livestock losses and disease containment costs.

9. Provide training and other support as needed for personnel to inspect and approve the movement of agricultural vehicles during an outbreak at access and traffic control points

10. With the MDA, coordinate all incident management teams assigned to the incident

D. Department of Employment and Economic Development (DEED).

1. Provide estimates of the immediate economic impact of a disaster or emergency, including an animal disease emergency when requested.

2. Where possible and applicable, the department shall provide estimated projections of long-range effects of a major disaster, using relevant data from a variety of sources including, residents, businesses, and local, state and federal agencies

E. Department of Military Affairs (DMA).

1. Assist in providing security as requested by the County sheriff or a mayor of a city of the first class.

2. Support security by preventing unauthorized access to secured areas through the establishment of control points surrounding the affected area as requested.

3. Support the enforcement of permitted animal movement protocols.

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F. Department of Natural Resources (DNR).

1. Provide surveillance of wildlife to determine if they are involved in an animal disease emergency, including sampling and testing wildlife species as needed.

2. Assist in the depopulation and disposal of dead infected wildlife and their infectious waste.

3. Provide nationally qualified Type II incident management teams.

4. Assist state and local governments with the disposal of animal carcasses in the event of a disaster/emergency.

5. Prevent unauthorized access to secured areas through the establishment of control points surrounding the affected area.

6. Enforce credentialing and permitted animal movement protocols.

G. Department of Public Safety (DPS).

1. Bureau of Criminal Apprehension (BCA). The Minnesota Fusion Center at the BCA will gather intelligence that may be related to a criminal act in the incident

2. Division of Homeland Security and Emergency Management (HSEM).

   a. HSEM will support the coordination of private businesses in support of incident needs.

   b. Activate and coordinate SEOC, JIC, and Hotline activities as requested.

   c. Coordinate overall state agency response in support of an animal disease incident.

3. State Patrol Division.

   a. Provide support of perimeter security, if requested by local law enforcement and if resources are available, to prevent unauthorized access by establishing control points surrounding the affected area.

   b. Provide support, if resources are available, to prevent unauthorized access to secured areas by establishing control points surrounding the affected area as requested.

   c. Provide support to permitted animal/product movement protocols through stopping or pulling over agricultural vehicles for inspection of paperwork, by those authorized by the Board of Animal Health, as requested and as resources are available.

   d. Enforce traffic and access control points on intrastate and interstate roads as requested.

H. Department of Agriculture (MDA).

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1. Provide support to the Board for emergency planning, response and coordination of all animal disease emergencies.

2. In conjunction with BAH, is responsible for making information available to the public for an animal disease emergency.

3. Responsible for making information available to the public regarding food safety associated with the animal disease emergency.

4. Provide support for a permitted movement infrastructure to facilitate animal and animal product movement during an animal disease emergency.

5. Provide technical expertise to local and state authorities in the event of an animal disease outbreak

6. Make its laboratory capabilities available, when requested

7. Assure food product safety in regards to a human or animal disease emergency.

8. In conjunction with BAH, will determine what, if any, protective actions (such as embargoes, disposal of contaminated foodstuffs, animal feed, plants etc.) may be needed.

9. Will obtain and sign contracts and purchase agreements with private businesses in support of an animal disease emergency.

10. When requested will provide the Department Incident Management Team

11. Provide staff for hotline, if applicable

12. Provide training and other support as needed for personnel to inspect and approve the movement of agricultural vehicles during an outbreak at access and traffic control points

13. With the BAH, coordinate all incident management teams assigned to the incident

I. Department of Health (MDH).

1. Responsible for identification of health-related risks that require timely notification of exposed or other at-risk populations regarding their at-risk status and recommended measures for self-protection

2. Responsible for developing appropriate messages to convey this information to at-risk populations, and ensuring that appropriate vehicles are used to convey the information. Risks addressed may include exposure to chemical, biological (infectious diseases or toxins), or radiological agents.

3. Support diagnostic surveillance by collecting samples and taking past histories of exposure of humans to determine if they are affected with a disease organism.

4. Assist with epidemiological studies and contact tracing to determine the movement and spread of the disease.

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5. Observe and collect samples from people to assure they have not been infected over a long period of time.

6. Coordinate with the Centers for Disease Control and Prevention (CDC).

7. Develop fact sheets and provide guidance about communicable disease transmission and personal protective actions that should be taken to reduce exposure.

8. Provide assistance to local officials if needed, in conjunction with the local health agency, to ensure the safety of food and water for human consumption during and immediately following an animal disease emergency.

J. Minnesota Management and Budget. Develop and maintain procedures to streamline fiscal management of the state during an emergency.

K. Department of Transportation.

1. Maintain the state radio communication systems essential to operations during an animal disease emergency.

2. Provide equipment as requested for traffic control to support the activities of the animal disease emergency. Equipment may include signage, message boards, or Jersey barriers.

3. Support credentialing and permitted animal movement protocols.

4. Establish and support traffic and access control points as requested to enforce movement restrictions.

L. MNIT. Provide geographic information system (GIS) services and resources, and will assist with coordination of GIS services from other organizations within Minnesota.

M. Pollution Control Agency (PCA).

1. Assist in determining animal carcass site selection.

2. Support the disposal of animal carcasses through prescribed methods.

3. Support the disposal of contaminated materials, including infectious waste.

N. Department of Revenue. Provide materials or guidance to clients about fulfilling their tax obligations as a result of an animal disease emergency.

III. SUPPORTING ORGANIZATIONS/AGENCIES

Depending upon the nature, location and extent of the disaster, numerous private-sector organizations and other governmental agencies may be able to provide assistance with damage assessment. These organizations/agencies may include one or more of the following:

A. American Red Cross

B. Citizen Corp Volunteers

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C. Corps of Engineers

D. MN VOAD

IV. POLICIES AND PROCEDURES

A. Upon discovery of an animal disease emergency in Minnesota, the BAH will coordinate the initial response for the incident. Because of the limited size of the BAH, MDA will provide support for a response that exceeds the resources of the BAH.

B. Although Minnesota counties have the responsibility to minimize the impact on their citizens for any incident, there exists no authority to command or make operational decisions for animal disease emergencies at the local level unless it is delegated by the BAH.

V. SUPPORTING DOCUMENTS

A. Minnesota Duty Officer Procedures

B. Minnesota Department of Agriculture Animal Disease Plan

C. Minnesota Board of Animal Health Animal Disease Plan

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access and functional needs

Those additional needs that people may have before, during and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities; who live in institutionalized settings; who are elderly; who are children; who are from diverse cultures; who have limited English proficiency or are non-English speaking; or who are transportation disadvantaged.

air sampling

The collection and analysis of samples of air to measure its radioactivity or to detect the presence of radioactive substances, particulate matter or chemical pollutants.

attenuation

The process by which a beam of radiation is reduced in intensity when passing through some material.

avian influenza (AI)

This is a contagious disease of poultry caused by viruses that can infect both farm-raised and wild birds. There are a variety of AI forms always circulating in birds, but only two main types of the virus: low pathogenic (LPAI) and highly pathogenic (HPAI). LPAI usually causes mild symptoms (ruffled feathers, some respiratory signs, and a drop in egg production) and may go undetected. HPAI is more virulent, spreading rapidly through flocks and killing most of the birds within 48 hours.

beta radiation

A charged particle emitted from a nucleus, during radioactive decay. Large amounts of beta radiation may cause skin burns. Beta particles are easily stopped by a thin sheet of metal or plastic.

buffer zone

An expanded portion of the restricted zone selected for temporary radiation protection controls until the stability of radioactivity levels in the area is confirmed.

cold shutdown

The term used to define a reactor coolant system at atmospheric pressure and at a temperature below 212º F, following a reactor cool down.

committed dose

The radiation dose due to radionuclides in the body over a 50-year period, following their inhalation or ingestion.

committed effective dose equivalent

The sum of the 50-year committed doses to individual organs from inhalation or ingestion of radionuclides, where the individual organ doses have been adjusted so that the associated risk of fatal cancer can be added to the risk of fatal cancer from whole-body dose.

contaminated injured

Members of the public or emergency workers who are: 1) radiologically contaminated and otherwise physically injured; 2) radiologically contaminated and exposed to dangerous levels of radiation; or 3) exposed to dangerous levels of radiation.

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derived intervention level (DIL)

The level or concentration of radioactivity (typically measured in pCi/kg) in food present throughout a period of time that, in the absence of intervention, could lead to an individual receiving a radiation dose equal to the PAG.

dose

A quantity (total or accumulated) of ionizing radiation received. The term "dose" is often used in the sense of the exposure dose, expressed in roentgens, which is a measure of the total amount of ionization that the quantity of radiation could produce in air. This should be distinguished from the absorbed dose, given in rads, that represents the energy absorbed from the radiation in a gram of any material. Furthermore, the biological dose, given in rem, is a measure of the biological damage to living tissue from the radiation exposure.

dosimeter

A portable instrument for measuring and registering the total accumulated exposure to ionizing radiation.

drill

A drill is an event involving organizational responses to a simulated accident to develop, test and maintain specialized emergency skills that constitutes one or more components of an emergency plan.

emergency planning zone (EPZ)

A generic area defined about a nuclear facility to facilitate offsite emergency planning and develop a significant response base. It is defined for the plume and ingestion pathways.

evacuation

The urgent removal of people from an area to avoid or reduce health risks due to a biological, chemical or radioactive releases or natural disaster. Evacuation may also be a preemptive action taken in response to a deteriorating chemical/nuclear facility condition, rather that an actual release.

exercise

An exercise is an event involving organizational responses to a simulated accident with radiological and other hazardous consequences or a natural disaster. The purpose of an exercise is to test the integrated capabilities of involved organizations to implement emergency functions set forth in emergency plans and procedures.

exhibition/ large animal

An animal intended for show, or a large animal intended for recreational purpose not intended for consumption or defined as a household pet or livestock.

gamma radiation

High-energy, short wavelength electromagnetic radiation (a packet of energy) emitted from the nucleus. Gamma rays are very penetrating and are best stopped or shielded against by dense materials, such as lead or uranium. (Gamma rays are similar to x-rays, but are usually more energetic.)

hazardous material

A substance or material, including a hazardous substance, which has been determined by the Secretary of Transportation to be capable of posing an unreasonable risk to health, safety and property when transported in commerce, and which has been so designated (see 49 CFR 171.8).

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household pet

A domesticated animal, such as a dog, cat, bird, rodent (including a rabbit), or turtle that is traditionally kept in the home for pleasure rather than for commercial purposes and can travel in commercial carriers and be housed in temporary facilities. Household pets do not include reptiles (except turtles), amphibians, fish, insects/arachnids, farm animals (including horses), and animals kept for racing purposes.

high-level radioactive waste (HLW)

Highly radioactive solid, liquid and gaseous materials from nuclear operations (usually spent fuel) for which there is no further use; material that the NRC determines by rule to require permanent isolation.

ingestion pathway zone

A 50-mile zone around a nuclear generating plant that includes all food production, processing and marketing facilities; an area where the general public might consume food or drink contaminated with radioactivity released during a nuclear generating accident.

isotope

One of two or more atoms with the same number of protons, but different numbers of neutrons in their nuclei. Thus, uranium-233, uranium-234 and uranium-235 are isotopes of the element uranium, the numbers denoting the approximate atomic weights. Isotopes have very nearly the same chemical properties, but often different physical properties.

livestock

Cattle, sheep, swine, horses intended for slaughter, mules, farmed cervidae, llamas, ratitae, bison (buffalo), goats and poultry.

millirem (mrem)

A one-thousandth part of a rem. (See rem.)

milliroentgen (mR)

A one-thousandth part of a roentgen. (See roentgen.)

pandemic influenza:

Virulent influenza that causes a global outbreak, or pandemic, of serious illness. Because there is little natural immunity, the disease can spread easily from person to person.

plume exposure pathway

The principal exposure sources from this pathway are: (a) whole body external exposure to gamma radiation from the plume and from deposited materials and (b) inhalation exposure from the passing radioactive plume. The duration of principal potential exposures could range in length from hours to days.

potassium iodide (KI)

A prophylactic drug that can be used to effectively block the uptake of radioiodine by the thyroid gland.

projected dose

An estimate of the radiation dose, which affected individuals, could potentially receive, based on estimated or measured initial concentrations of radionuclides or exposure rates or if protective actions are not taken.

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protective action decision (PAD)
A decision made by the governor(s) and agreed upon by the counties to evacuate or shelter designated subareas.

protective action guide (PAG)
Projected absorbed dose to individuals in the general population, which warrants protective action.

protective action recommendation (PAR)
A recommendation made by the utility (Prairie Island Nuclear Generating Plant or Monticello Nuclear Generating Plant) to evacuate or shelter in designated subareas.

public health emergency
An occurrence or imminent threat of illness or health condition where there is evidence to believe that the cause is due to bioterrorism, airborne biological toxin or infectious agent or if the illness poses a high probability of a large number of deaths, large number of serious or long term disabilities or has widespread exposure to an airborne infectious or airborne toxic agent that poses a significant risk of substantial future harm to a large number of people.

rad
Acronym for radiation absorbed dose. The basic unit of absorbed dose of radiation.

radiation (nuclear)
Particles (alpha or beta) or photons (gamma) emitted from the nucleus of an unstable (radioactive) atom, as a result of radioactive decay.

radioisotope
An unstable isotope of an element that decays or disintegrates spontaneously, emitting radiation. Approximately 5000 natural and artificial isotopes have been identified.

radionuclide
A radioisotope.

recovery
The process of reducing radiation exposure rates or other hazardous conditions in an area to levels acceptable for unconditional occupancy or use. At a nuclear generating plant, recovery begins immediately upon plant stabilization - regardless of environmental conditions.

re-entry
Temporary entry into a restricted zone, under controlled conditions.

rem
Acronym of roentgen equivalent man. The unit of dose of any ionizing radiation that produces the same biological effect as a unit of absorbed dose of ordinary x-rays.

roentgen (R)
A unit of exposure to ionizing radiation.

service animal
Any guide dog, signal dog or other animals individually trained to provide assistance to an individual with a disability including, but not limited to, guiding individuals with impaired vision, alerting individuals with impaired hearing to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair, or fetching dropped items.

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sheltering

The use of a structure for protection from an airborne plume, deposited radioactive materials or dangerous weather conditions.

shutdown

A decrease in the rate of fission (and heat production) in a reactor, usually by the insertion of control rods into the core.

state of emergency

When an act of nature, an industrial accident, a hazardous materials accident, a major health threat or a civil disturbance endangers life and property and local governments cannot adequately handle the situation, the Governor may declare a state of emergency. This declaration cannot be continued for more than 5 days, unless extended for up to 30 days by the state Executive Council. A declaration of emergency shall invoke necessary portions of this plan and authorize aid and assistance thereunder. The Governor may also declare a *state of emergency* if a threat of armed violence, sabotage or act of terrorism is imminent.

total effective dose equivalent (TEDE)

The sum of the deep dose equivalent (for external exposures) and for the committed effective dose equivalent (for internal exposures)

whole body dose

Dose resulting from uniform exposure of the entire body to either internal or external sources of radiation.

whole-bodyexposure

An exposure of the body to radiation, in which the entire body rather than an isolated part is irradiated. Where a radioisotope is uniformly distributed throughout the body tissues, rather than being concentrated in certain parts, the irradiation can be considered as a whole-body exposure.

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3M	Minnesota Mining & Manufacturing Company
ACRRA	Agricultural Chemical Response & Reimbursement Account
ADMIN	Minnesota Department of Administration
AFB	Air Force Base
AI	Avian Influenza
AMS	Aerial Measuring Survey (US DOE)
APRN	Advanced Practice Registered Nurse
ARES	Amateur Radio Emergency Service
ASEOC	Alternate State Emergency Operation Center
BCA	Bureau of Criminal Apprehension
CAP	Civil Air Patrol
CAT	Chemical Assessment Team
CBS	Community Based Services Division (within DEED)
CEB	County Emergency Board
CEDE	Committed Effective Dose Equivalent
CFR	Code of Federal Regulations
CFSA	Consolidated Farm Service Agency
CISD	Critical Incident Stress Debriefing
CISM	Critical Incident Stress Management
CI/KR	Critical Infrastructure/Key Resources
CJIS	Criminal Justice Information System
COMM	Minnesota Department of Commerce
CPG	Civil Preparedness Guide
Cs	Cesium
CFSA	Consolidated Farm Service Agency
CST	Civil Support Team
D-MERT	Disaster Mortuary Emergency Response Team
DEED	Department of Employment and Economic Development
DHS	Minnesota Department of Human Services
DHS-DHHSD	Department of Human Services-Deaf and Hard of Hearing Services Division
DIL	Derived Intervention Level
DLI	Minnesota Department of Labor and Industry
DMA	Minnesota Department of Military Affairs
DMP	Donations Management Plan
DNR	Minnesota Department of Natural Resources
DOC-TAM	Department of Commerce-Telecommunications Access Minnesota
DOC	Minnesota Department of Corrections
DOD	US Department of Defense
DOE	US Department of Energy
DOI	US Department of the Interior
DOR	Minnesota Department of Revenue
DOT	US Department of Transportation
DPS	Minnesota Department of Public Safety
DRL	Derived Response Level
DUA	Disaster Unemployment Assistance
EAS	Emergency Alert System
ECC	Emergency Coordinating Center
ECL	Emergency Classification Level
EMAC	Emergency Management Assistance Compact
EMS	Emergency Medical Services
EMSRB	Emergency Medical Services Regulatory Board
EOC	Emergency Operations Center

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EOF	Emergency Operations Facility
EPA	Environmental Protection Agency
EPCRA	Emergency Planning and Community Right to Know Act Program within DPS/HSEM
EPRC	Emergency Preparedness and Response Committee
EPZ	Emergency Planning Zone
ERT	Emergency Response Team
ESF	Emergency Support Function
FAA	Federal Aviation Administration
FAS	Fiscal and Administrative Services
FCO	Federal Coordinating Officer
FDA	US Food and Drug Administration
FEMA	Federal Emergency Management Agency
FNARS	Federal National Radio System
FNMS	Federal National Message System
FR	Federal Register
FRA	Flight Restricted Area
FRF	Federal Response Framework
FRERP	Federal Radiological Emergency Response Plan
FRMAC	Federal Radiological Monitoring and Assessment Center
FSS	Fleet and Surplus Services (with the Department of Administration)
GAR	Governor's Authorized Representative
GIS	Geographic Information System
GSA	US General Services Administration
HAZMAT	Hazardous Materials
HHS	US Department of Health and Human Services
HLW	high-level radioactive waste
HSEM	Department of Public Safety, Division of Homeland Security and Emergency Management
HSOC	Homeland Security Operations Center
HSPD	Homeland Security Presidential Directives
HSUS	Humane Society of the United States
HPAI	Highly Pathogenic Avian Influenza
I	Iodine
ICP	Incident Command Post
IHP	Individual and Households Program
IPZ	Ingestion Pathway Zone
JCAH	Joint Commission on Accreditation of Hospitals
JFO	Joint Field Office
JIC	Joint Information Center
KI	potassium iodide
LMIC	Land Management Information Center
LPAC	Local Planning Assistance Center
LPAI	Low Pathogenic Avian Influenza
MACA	Minnesota Animal Control Association
MDA	Minnesota Department of Agriculture
MDE	Minnesota Department of Education
MDH	Minnesota Department of Health
MDO	Minnesota Duty Officer
MEOP	Minnesota Emergency Operations Plan
MFDA	Minnesota Funeral Directors Association
MIFC	Minnesota Inter-Agency Fire Coordination Center
MIMAP	Minnesota Intrastate Fire Service Mutual Aid Plan
MINSEF	Minnesota Statewide Emergency Frequency

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MMD	Materials Management Division (of the Department of Administration)
Mn/DOT	Minnesota Department of Transportation
MN.IT	Minnesota Information Technology Services
MNADC	Minnesota Animal Disaster Coalition
MNDSI	Minnesota Network for Disaster Stress Intervention
MNICS	Minnesota Incident Command System (organization of state and federal agencies)
MNOPS	Minnesota Office of Pipeline Safety
MNSARDA	Minnesota Search and Rescue Dog Association
MnSCU	Minnesota State Colleges and Universities
MNVOAD	Minnesota Voluntary Organizations Active in Disasters
MS-1	Medical Services for Contaminated Injured Guidance Memorandum (GM-1) issued 11/86 (FEMA)
MSP	Minnesota State Patrol
NACEC	North American Center for Emergency Communications, Inc.
NAWAS	National Warning System
NDMS	National Disaster Medical System
NIMS	National Incident Management System
NSPM	Northern States Power Minnesota
NOAA	National Oceanic and Atmospheric Administration (US DOC)
NRC	US Nuclear Regulatory Commission
NRCS	Natural Resource Conservation Service
NSPM	Northern States Power Minnesota
NTSB	National Transportation Safety Board
NTAS	National Terrorism Advisory System
NUE	Notification of Unusual Event
NUREG	NRC documents reference
NUREG-0654	FEMA/NRC Criteria for Preparing REP Plans
NWSFO	National Weather Service Forecast Office (US DOC, NOAA)
OSHA	Occupational Safety and Health Administration (within DLI)
PA	Public Address
PAD	Protective Action Decision
PAG	Protective Action Guide
PANS	Public Alert and Notification System
PAR	Protective Action Recommendation
PCA	Minnesota Pollution Control Agency
PDA	Preliminary Damage Assessment
PDD	Presidential Decision Directive
PHLD	Public Health Laboratory Division (within MDH)
PIO	Public Information Officer
RACES	Radio Amateur Civil Emergency Service
RAD	Radiation Absorbed Dose or Radiological Accident Deployment
RASCAL	Radiological Assessment System for Consequence Analysis
RDD	Radiological Dispersion Device
rem	Roentgen Equivalent Man
RECS	Real Estate and Construction Services (Within ADMIN)
REMAP	Radiological Emergency Medical Assistance Program
REP	Radiological Emergency Preparedness
RMD	Risk Management Division (within the Department of Administration)
RPU	Remote Pickup Unit
SAR	Search and Rescue
SARA	Superfund Amendments and Reauthorization Act
SARDA	Minnesota Search and Rescue Dog Association, Inc.
SBA	Small Business Administration

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SCO	State Coordinating Officer
SCS	Soil Conservation Service
SEOC	State Emergency Operations Center
SIM	State Incident Manager
SNS	Strategic National Stockpile
SOG	Standard Operating Guideline
SOP	Standard Operating Procedure
SOWASHCO	South Washington County Ambulance
STAR	Search, Tracking and Rescue
SWP	State Warning Point
TEDE	Total Effective Dose Equivalent
TFR	Temporary Flight Restriction
TLD	Thermoluminescent Dosimeter
TSA	Transportation Security Administration
TSC	Technical Support Center
uCi	microcurie (unit of measure)
UMCOR	United Methodist Committee on Relief
USACE	U.S. Army Corps of Engineers
USDA	U.S. Department of Agriculture
U.S. DOC	U.S. Department of Commerce
U.S. DHS	U.S. Department of Homeland Security
WI-OIC	Wisconsin Officer-In-Charge
WMD	Weapons of Mass Destruction

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