STATE OF MINNESOTA
EXECUTIVE DEPARTMENT

MARK DAYTON
GOVERNOR

EXECUTIVE ORDER 11-03
ASSIGNING EMERGENCY RESPONSIBILITIES
TO STATE AGENCIES;
RESCINDING EXECUTIVE ORDER 10-06

I, MARK DAYTON, GOVERNOR OF THE STATE OF MINNESOTA, by virtue of the authority vested in me by the Constitution and the applicable statutes, including Minnesota Statutes 2010, Chapter 12, do hereby issue this Executive Order:

WHEREAS, natural and technological disasters and emergencies have and may occur in any part of the state; and

WHEREAS, national and international events, such as conflict or threats of terrorism can increase the need for emergency preparedness within the state; and

WHEREAS, state agencies may be called upon to respond to and/or assist in the recovery from the effects of these emergency situations and disasters;

NOW, THEREFORE, I hereby order that:

1. Each department and independent state agency included in this Executive Order shall designate a member of its staff as its emergency preparedness response contact/coordinator (EPRC/C). Such individual shall serve as the point of contact for the Division of Homeland Security and Emergency Management and other state agencies with regard to emergency preparedness and response issues, and shall represent that agency on the Minnesota Emergency Preparedness and Response Committee (EPRC).

2. Each department, independent division, bureau, board, commission and independent institution of the State government, hereinafter referred to as "agency," shall carry out the general emergency preparedness, planning, response, recovery, hazard mitigation continuity of operations and service continuation responsibilities described in this Executive Order, the specific emergency assignments contained in the Minnesota Emergency Operations Plan, the State All-Hazard Mitigation Plan and such other

duties as may be requested by the Division of Homeland Security and Emergency Management. The head of each agency shall be accountable for the execution of the responsibilities described in this Executive Order.

I. Emergency Preparedness/Planning

A. The Division of Homeland Security and Emergency Management shall have overall responsibility for coordinating the development and maintenance of the all-hazard Minnesota Emergency Operations Plan.

B. Each state agency shall develop and update, as necessary, its own emergency plan/procedures, each agency emergency operations plan/procedures must provide for:

1. execution of the emergency responsibilities that are assigned to the agency in this Executive Order, and are elaborated upon in the Minnesota Emergency Operations Plan;

2. pre-delegation of emergency authority;

3. emergency action steps or procedures; and

4. commitment of resources for the development and maintenance of an agency's all-hazard emergency operations plan.

C. Each state agency shall develop and update, as necessary, its own service continuation plan. Minnesota Management and Budget shall manage the state's service continuation program, to include any event that may impact critical government services as it relates to human capital. Each agency's service continuation plan must provide for:

1. prioritizing the agency's service functions, using the state defined priority service function levels one through four; and

2. commitment of resources for the development and maintenance of an agency's service continuity plan.

D. The Office of Enterprise Technology (OET) shall have overall responsibility for the state's enterprise business continuity management program, managing the state's preparedness for and response to business and technology interruptions.

1. Each state agency shall develop and maintain its own continuity of operations plan.

2. Agencies must designate a member of its staff as its business continuity management coordinator who is responsible for managing the agency's business continuity management program and developing and maintaining the agency's continuity of

operations plan.

3. Each agency's continuity of operations plan must meet existing state continuity of operations plan standards.

II. Emergency Response

A. All state agencies responding to a disaster or emergency shall use the National Incident Management System (NIMS) Incident Command System. In the event of a disaster or emergency requiring a multiple state agency response, a unified command structure shall be established. If, due to the nature of an incident, a single state agency has a larger/primary role in the response to that incident, that agency may be referred to as the "lead agency." The Division of Homeland Security and Emergency Management shall have the coordinating role in a multiple state agency response to a disaster or emergency. All state agencies shall support this coordinated multi-agency response and carry out their specific assignments, as described in the Minnesota Emergency Operations Plan.

B. All state agencies shall be responsible for assigning necessary personnel to report to the state, regional and/or on-site emergency operations center(s) and information hotline, if such are activated, in accordance with the Minnesota Emergency Operations Plan when directed by the Division of Homeland Security and Emergency Management. The responding personnel shall be prepared to direct the activities of their agency's response personnel, and shall carry out the emergency responsibilities assigned to their agency in this Executive Order and elaborated upon in the Minnesota Emergency Operations Plan.

C. State agency personnel responding to a disaster or emergency shall be familiar with the emergency management role as taught by the Minnesota Emergency Management Certification Program and FEMA Independent Study curriculum.

D. State agencies shall, when requested by the Division of Homeland Security and Emergency Management, provide necessary personnel to participate in Rapid Needs Assessment teams.

III. Recovery/Hazard Mitigation

A. Each state agency that has a role in emergency management shall participate in the development of hazard mitigation strategies to reduce or eliminate the vulnerability of life and property to the effects of emergencies and disasters.

B. Following a presidential declaration of a major disaster, state agencies shall be responsible for carrying out the hazard mitigation

responsibility assignments contained in this Executive Order and elaborated upon in the State All-Hazard Mitigation Plan.

C. State agencies shall, when requested by the Division of Homeland Security and Emergency Management, provide appropriate personnel to assist with the damage assessment activities associated with the Public Assistance, Individual Assistance, and Hazard Mitigation programs. They shall also provide personnel to serve on an Interagency Hazard Mitigation Team or Hazard Mitigation Survey Team, when requested.

D. State agencies shall, when requested by the Division of Homeland Security and Emergency Management, provide appropriate personnel to serve on the Minnesota Recovers Task Force, and be prepared to commit and combine resources toward the long-term recovery/mitigation effort.

E. State agencies shall, when requested by the Division of Homeland Security and Emergency Management, provide necessary personnel to staff the Disaster Recovery Centers (DRCs) that are established, following a disaster.

3. Executive Order 10-06 is rescinded.

Pursuant to Minnesota Statutes 2010, Chapter 4 section 4.035, subdivision 2, this Executive Order will be effective fifteen (15) days after publication in the State Register and filing with the Secretary of State and will remain in effect, in accordance with Minnesota Statutes 2010, Chapter 4, section 4.035, subdivision 3.

IN TESTIMONY WHEREOF, I have set my hand this 14th day of January

MARK DAYTON
Governor

Filed According to Law:

Mark Ritchie

MARK RITCHIE
Secretary of State

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I. DEPARTMENT OF ADMINISTRATION

Section 100 The Department of Administration shall administer the state self-insurance program as it relates to federal disaster and emergency assistance, as set forth under the Robert T. Stafford Disaster Relief Act (Public Law 93-288, as amended) (Stafford Act). This will be accomplished in conformance with Federal Emergency Management Agency (FEMA) guidance, as it relates to insuring public buildings for eligibility for the Public Assistance Program following a presidential declaration of a major disaster or emergency.

Section 101 The Department of Administration shall provide administrative assistance to state government agencies during a disaster or emergency. This support may include, but is not limited to, assigning administrative staff and equipment, and maintenance to State Emergency Operations Centers (SEOCs).

Section 102 The Department of Administration shall provide support to state agencies in the identification of alternate sites for their personnel.

Section 103 The Department of Administration shall provide transportation assistance to state agencies.

Section 104 The Department of Administration, through the Minnesota Geospatial Information Office (MnGeo), shall coordinate support for the GIS desk in the State Emergency Operations Center (SEOC) when requested by the Division of Homeland Security and Emergency Management (excluding REP events). MnGeo shall work with the Division of Homeland Security and Emergency Management to coordinate GIS support outside of the SEOC during a declared state emergency.

Section 105 The Department of Administration shall provide assistance to state agencies with the procurement of goods and services through the Materials and Management Division (MMD).

Section 106 The Department of Administration shall provide resource management assistance to state agencies through the operation of mail services, Plant Management Division (PMD).

II. DEPARTMENT OF AGRICULTURE

Section 200 The Department of Agriculture shall provide guidance to state and local authorities for the protection of milk, food products, and crops affected by natural and man-made emergencies and disaster (including radiological).

Section 201 The Department of Agriculture shall be responsible for preparing plans and procedures for monitoring/sampling of agricultural land, milk, food products, and crops affected by natural and man-made emergencies and disaster (including radiological).

Section 202 The Department of Agriculture shall make its laboratory capabilities available, as needed, for the identification and analysis of potential radiological, biological and chemical agents.

Section 203 The Department of Agriculture shall provide qualified personnel, as needed, to participate in a preliminary damage assessment (PDA) effort, following the occurrence of a disaster.

Section 204 The Department of Agriculture shall provide a representative, as needed, to serve on the Minnesota Recovers Task Force to evaluate projects proposed for funding.

Section 205 The Department of Agriculture shall coordinate with the Board of Animal Health for preparedness and response of an outbreak of highly pathogenic avian influenza in domestic birds.

Section 206 The Department of Agriculture shall coordinate with the Board of Animal Health for a foreign animal disease outbreak in domestic animals.

Section 207 The Department of Agriculture shall provide radiological field monitoring teams to conduct intermediate/ingestion pathway sampling of milk, food products and crops within the affected zone for nuclear power plant incidents, including drills and exercises.

Section 208 The Department of Agriculture shall provide materials or representatives at Disaster Recovery Centers (DRCs) to assist individuals with Agriculture and Farming needs when requested by the Division of Homeland Security and Emergency Management.

III. BOARD OF ANIMIAL HEALTH

Section 300 The Board of Animal Health shall develop and maintain procedures for responding to animal disease emergencies. The Board shall provide leadership and technical expertise to local, state and federal authorities in the event of an animal disease emergency in order to prevent the spread of the disease.

Section 301 The Board of Animal Health shall develop fact sheets and provide other animal disease-related information to the public and other local and state agencies, in the event of an animal disease emergency.

Section 302 The Board of Animal Health, in coordination with Minnesota Pollution Control Agency (MPCA), during an animal disease outbreak, shall determine the acceptable methods of livestock or poultry carcass disposal to control the spread of the animal disease.

Section 303 The Board of Animal Health, upon request, may advise local and state officials on methods of livestock carcass disposal during a catastrophic domestic animal mortality event.

Section 304 The Board of Animal Health shall be the lead agency in preparing and responding to a Highly Pathogenic Avian Influenza outbreak in domestic birds or other foreign animal disease outbreak in domestic animals.

Section 305 The Board of Animal Health, for a zoonotic disease event will be a supporting agency to the Minnesota Department of Health (MDH) for livestock and poultry technical and operational issues.

IV. ATTORNEY GENERAL

Section	400	The Attorney General shall be responsible for providing legal advice and opinions in support of state emergency operations.
Section	401	The Attorney General shall provide materials or representation at Disaster Recovery Centers (DRCs) and public meetings, as requested by the Division of Homeland Security and Emergency Management, to provide consumer information to persons affected by a disaster or emergency.
Section	402	The Attorney General shall provide guidance on contracting requirements to state agencies, after a major disaster or emergency.
Section	403	The Attorney General shall represent the state for isolation and quarantine proceedings.

V. DEPARTMENT OF COMMERCE

Section 500 The Department of Commerce shall 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 insurance claim procedures to persons affected by a disaster or emergency.

Section 501 The Department of Commerce shall develop procedures and provide the necessary staff at the State Emergency Operations Center to support the state's responsibility in emergency banking and fiscal matters of any economic stabilization program established by the Federal Reserve Bank of Minneapolis and/or the Federal Reserve System.

Section 502 The Department of Commerce shall coordinate with other state agencies in supporting the utility restoration by the gas and electric utilities.

Section 503 The Department of Commerce shall identify resources and assist vulnerable individuals and families, through the energy assistance program, during and after a disaster.

Section 504 The Department of Commerce shall identify resources and assist vulnerable individuals and families, through the weatherization program, during and after a disaster.

Section 505 The Department of Commerce shall assist state and local government with damage assessment of private or individual dwellings and businesses, which may include seeking cooperation of insurance underwriters' adjustment resources, as requested by the Division of Homeland Security and Emergency Management.

Section 506 The Department of Commerce shall develop and make available consumer fact sheets about disaster assistance and insurance regulations.

Section 507 The Department of Commerce-Telecommunications Access Minnesota (DOC-TAM) shall, in coordination with the Department of Human Services-Deaf and Hard of Hearing Services Division (DHS-DHHSD), provide Telecommunications Devices for the Deaf (TDD), TDD operators and American Sign Language Interpreters when the State Emergency Operations Center and Information Hotline are activated.

Section	508	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.
Section	509	The Department of Commerce shall coordinate its activities with the Division of Homeland Security and Emergency Management in the implementation of energy emergency procedures.
Section	510	The Department of Commerce shall develop various public information releases for use in an energy emergency.
Section	511	The Department of Commerce shall provide personnel, as needed, to participate in a preliminary damage assessment (PDA) effort, following the occurrence of a disaster or emergency.
Section	512	The Department of Commerce shall provide personnel, as needed, to serve on an Interagency Hazard Mitigation Team/Hazard Mitigation Survey Team, following a presidential declaration of a major disaster.
Section	513	The Department of Commerce 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.
Section	514	The Department of Commerce shall maintain the state's Energy Emergency Plan and communicate emergency tasks outlined in the plan to the appropriate state agencies designated to perform them.

VI. DEPARTMENT OF EDUCATION

Section 600 The Department of Education shall coordinate with the Division of Homeland Security and Emergency Management School Safety Center for the development and updating, as required, of emergency plan guidance to be provided to local schools. Such guidance shall be designed to assist schools in developing an emergency plan that provides for the protection of children in the event of a disaster or emergency. The department shall be responsible for the distribution of such planning guidance to local school districts.

Section 601 The Department of Education shall assist local school districts in preparing and submitting a request for federal financial assistance if public school facilities are damaged or destroyed as a result of a federally declared major disaster.

Section 602 The Department of Education shall 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 as a result of a disaster.

Section 603 The Department of Education shall work with schools to develop school-specific, all-hazard emergency plans compatible with local, county, state and federal all-hazard plans. The plans and response procedures developed for schools should specifically address violence within the buildings and the development of "safe areas" around schools.

Section 604 The Department of Education shall provide a liaison to the State Emergency Operations Center for nuclear power plant emergencies.

Section 605 The Department of Education shall provide notification for evacuation and relocation to schools in affected areas during radiological emergencies.

Section 606 The Department of Education shall provide a representative, to serve on the Minnesota Recovers Task Force, to assist in the evaluation of projects proposed for funding if requested by the Division of Homeland Security and Emergency Management.

Section 607 The Commissioner of the Department of Education may direct the closure of schools during emergencies.

VII. EMERGENCY MEDICAL SERVICES REGULATORY BOARD

Section 700 The Emergency Medical Services Regulatory Board, with technical assistance from the Department of Transportation, shall develop and maintain a statewide emergency medical services radio communication plan.

Section 701 The Emergency Medical Services Regulatory Board shall, in coordination with other state agencies, provide guidance to pre-hospital Emergency Medical Services agencies in areas affected by all-hazard health/medical response events, including but not limited to, accidents/incidents involving hazardous materials, explosions, storage and transportation of radioactive materials, and fixed nuclear facilities, weather related events and pandemics.

Section 702 The Emergency Medical Services Regulatory Board shall coordinate resources for local ambulance service providers including, when required, coordinating pre-hospital Emergency Medical Services and transportation of patients requiring an ambulance, and for patients needing an ambulance during the evacuation of health/medical facilities.

Section 703 The Emergency Medical Services Regulatory Board shall assign personnel, as necessary, to state, regional, and local emergency operations centers, for the purpose of coordinating pre-hospital emergency medical services.

Section 704 The Emergency Medical Services Regulatory Board shall establish and maintain a list of the critical pre-hospital medical resources throughout the state and develop a system for rapid access to the data required to determine the availability of these resources.

Section 705 The Emergency Medical Services Regulatory Board shall, as needed, assist in coordinating Critical Incident Stress Management (CISM) support to pre-hospital Emergency Medical Services (EMS) Providers.

VIII. DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT

Section 800 The Department of Employment and Economic Development shall develop and maintain procedures to provide unemployment assistance, and dislocated worker and job training programs, to eligible individuals whose unemployment results from a major disaster declared under the federal Stafford Act (Public Law 93-288, as amended). The Department will also arrange for payment of benefits, under regular unemployment compensation laws, to eligible individuals in cases where a major disaster has not been declared.

Section 801 The Department of Employment and Economic Development shall 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.

Section 802 The Commissioner of the Department of Employment and Economic Development shall, when requested by the Division of Homeland Security and Emergency Management, provide an estimate of the immediate economic impact of a disaster or emergency, including Highly Pathogenic Avian Influenza or influenza pandemic outbreaks. Where possible and applicable, the Department shall provide estimated projections of long range effects of a major disaster or emergency, using relevant data from a variety of sources including: residents, businesses, and local, state, and federal agencies, if needed.

Section 803 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.

Section 804 The Department of Employment and Economic Development shall provide personnel to assist with the Rapid Needs Assessment (RNA) process to determine the impact on the local business and economic community following a major disaster or emergency when requested by the Division of Homeland Security and Emergency Management.

IX. OFFICE OF ENTERPRISE TECHNOLOGY

Section 900 The Office of Enterprise Technology shall coordinate planning and delivery of statewide telecommunications systems and services for operations during an emergency and shall provide emergency telecommunications support.

Section 901 The Office of Enterprise Technology shall provide support to state agencies in the identification of alternate recovery sites for priority services and technology.

Section 902 The Office of Enterprise Technology shall coordinate planning and recovery of all enterprise technology systems.

Section 903 The Office of Enterprise Technology shall manage the state's enterprise business continuity management program by establishing policies and standards, providing and maintaining an enterprise plan development tool, providing plan development templates, managing recovery strategies and funding, providing planners to assist agencies and by reviewing agency plans.

Section 904 The Office of Enterprise Technology shall coordinate furnishing computer services needed for state operations in an emergency.

Section 905 The Office of Enterprise Technology shall manage the state's enterprise security program by establishing policies and standards, providing enterprise tools for cyber security, monitoring cyber security threats and taking the lead in managing cyber security incidents.

Section 906 The Office of Enterprise Technology shall coordinate the consequence response to a Cyber Security Emergency with the Division of Homeland Security and Emergency Management and the State Emergency Operations Center.

X. DEPARTMENT OF HEALTH

Section 1000 The Department of Health shall have primary responsibility for the technical aspects of protecting the public's health during and after a disaster or emergency, including an actual or potential terrorist incident involving biological, chemical, or radiological agents. The Department shall develop and maintain procedures for: disease surveillance, control and prevention, including protocols for quarantine, isolation, mass prophylaxis, mass vaccination, and mass care clinics, infection prevention and sanitation for mass sheltering and feeding programs, safety of food and water; behavioral health support for responders and the public; coordination of healthcare services, including medical surge; protection of human health from biological, chemical, or radiological hazards; ensuring safe food preparation and handling; provision of training and assistance in the security of public water supply systems, and the maintenance of potable water supplies; handling, identification and safe disposition of human remains in the event of mass casualties; health assessment of persons affected by the incident and/or training programs for health care and support personnel.

Section 1001 The Department of Health shall be responsible for providing health-based guidance to state and local authorities in areas affected by incidents involving hazardous radioactive, biological, or chemical materials.

Section 1002 The Department of Health, in conjunction with the local health agency shall, provide assistance to local officials as needed to ensure the safety of food and water for human consumption during and after a disaster or emergency.

Section 1003 The Department of Health shall provide personnel to assist in the preliminary damage assessment (PDA) process for health facilities and public water supply systems damaged by a disaster or emergency when requested by the Division of Homeland Security and Emergency Management. The Department will assist communities in determining the cost to repair or replace damaged facilities and water supply systems, so federal financial assistance can be requested under the Stafford Act (Public Law 93-288 as amended).

Section 1004 The Department of Health laboratory is responsible for providing 24-hour analysis capability in the event of an emergency involving radioactive material.

Section 1005 The Department of Health shall make its laboratory capabilities available for the analysis and identification of biological or chemical hazards on a 24-hour basis, in the event of acts of terrorism, natural disasters, emerging health threats, and accidental or deliberate environmental contamination.

Section 1006 The Department of Health shall conduct inspections for food, water safety, and sanitation at mass feeding or sheltering facilities in coordination with the local health agency as needed.

Section 1007 The Department of Health shall coordinate with local health agencies and healthcare systems to provide a behavioral health response that may extend into long-term recovery for communities affected by a disaster.

Section 1008 The Department of Health shall direct the coordination of medical surge with regional healthcare systems and providers to expand services, relocate patients or staff, and use alternate care delivery models.

Section 1009 The Department of Health shall determine the need for federal healthcare resources through the Strategic National Stockpile program and work with other state agencies and local officials to implement the plan for receipt, storage, and staging of resources to areas of the state in need of support.

Section 1010 The Department of Health shall provide mortuary or death-related services for major disasters or emergencies.

Section 1011 The Department of Health shall be the lead agency for all human infectious disease outbreaks and pandemic influenza. The Department of Health will coordinate consequence management of infectious disease and pandemic outbreaks with the Division of Homeland Security and Emergency Management and the State Emergency Operations Center.

Section 1012 The Department of Health shall provide personnel to assist local units of government in resourcing Family Assistance Centers.

Section 1013 The Department of Health shall provide materials or representatives at Disaster Recovery Centers (DRCs) to assist individuals with health protection and behavioral health needs when requested by the Division of Homeland Security and Emergency Management.

Section 1014 The Department of Health shall provide a representative to serve

on the Minnesota Recovers Task Force, to assist in the evaluation of projects proposed for funding when requested by the Division of Homeland Security and Emergency Management.

Section 1015 The Department of Health shall provide technical advisors to the Planning and Assessment Center and personnel to fill the role of deputy state incident manager during State Emergency Operation Center activations for nuclear power plant incidents, including drills and exercises.

Section 1016 The Department of Health shall coordinate and maintain the ability to receive, stage, and store the Strategic National Stockpile resources through an interagency agreement with Minnesota Incident Command System partnership.

XI. MINNESOTA HOUSING FINANCE AGENCY

Section 1100 The Minnesota Housing Finance Agency shall administer home improvement grants, and/or loans, available through its programs to homeowners of low and moderate incomes, who have sustained disaster-related damage to their principal residence.

Section 1101 The Minnesota Housing Finance Agency shall 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.

Section 1102 The Minnesota Housing Finance Agency 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 when requested by the Division of Homeland Security and Emergency Management.

Section 1103 The Minnesota Housing Finance Agency shall provide materials or representatives at Disaster Recovery Centers (DRCs) to assist individuals with agency housing recovery assistance resources when requested by the Division of Homeland Security and Emergency Management.

XII. DEPARTMENT OF HUMAN SERVICES

Section 1200 The Department of Human Services shall coordinate mass care, housing and human services efforts by assigning personnel to the State Emergency Operations Center.

Section 1201 The Department of Human Services shall assist in notifying county human service departments and other human services agencies that an emergency or disaster has occurred.

Section 1202 The Department of Human Services shall coordinate with county human services agencies, the American Red Cross, the Division of Homeland Security and Emergency Management, and others to evaluate the human services needs of emergency and disaster victims, including support for persons with functional needs.

Section 1203 The Department of Human Services shall provide representation at Disaster Recovery Center (DRCs) and the disaster area itself to identify and assist disaster victims as deemed necessary when requested by the Division of Homeland Security and Emergency Management.

Section 1204 The Department of Human Services shall coordinate the delivery of emergency human services with the American Red Cross, county human services agencies, and other human services agencies following an emergency or disaster.

Section 1205 The Department of Human Services shall coordinate with county human services agencies to meet the needs of emergency and disaster victims (food, shelter, clothing and medical) through state and federal income maintenance programs.

Section 1206 The Department of Human Services shall coordinate with county human services agencies regarding childcare needs of emergency and disaster victims.

Section 1207 The Department of Human Services shall apply for and administer FEMA crisis counseling and long term mental health program grants for emergency and disaster victims and provide crisis counseling training for human service providers in the disaster area for a presidential declared disaster.

Section 1208 The Department of Human Services shall coordinate the Disaster Supplemental Nutrition Assistance Program (D-SNAP) for disaster victims.

Section 1209 The Department of Human Services shall, through the Emergency Food Assistance Program (TEFAP), provide USDA donated food to disaster relief agencies and emergency food programs and assist with its distribution and storage.

Section 1210 The Department of Human Services shall assist with, in coordination with the Department of Commerce-Telecommunications Access Minnesota, the provision of Telecommunication Devices for the Deaf (TDD), TDD operators and American Sign Language Interpreters when the State Emergency Operations Center and Information Hotline are activated.

Section 1211 The Department of Human Services shall provide, as requested by the Division of Homeland Security and Emergency Management, personnel to assist the state in delivering individual assistance following a presidential declaration of a major disaster.

Section 1212 The Department of Human Services shall 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.

Section 1213 The Department of Human Services, in coordination with the Department of Public Safety, shall designate and activate staff, and manage the evacuee reception centers during a nuclear generating plant incident.

Section 1214 The Department of Human Services shall provide personnel to assist the state in supporting Family Assistance Centers when needed.

Section 1215 The Department of Human Services shall maintain a State Emergency Group Repatriation Plan and be the lead agency for repatriation preparedness and response.

Section 1216 The Department of Human Services shall provide a representative, to serve on the Minnesota Recovers Task Force, in order to assist in the evaluation of projects proposed for funding when requested by the Division of Homeland Security and Emergency Management.

XIII. DEPARTMENT OF LABOR AND INDUSTRY

Section 1300 When an emergency or disaster involves employee fatalities/serious injuries, the Department of Labor and Industry, Occupational Safety and Health Division, shall respond, investigate and determine the cause, so that similar hazards to workers are prevented, or minimized, in the future.

Section 1301 The Department of Labor and Industry, Occupational Safety and Health Division shall provide support, as needed, in the detection of air contaminants caused by chemical or biological agents and in the implementation of appropriate procedures.

Section 1302 The Department of Labor and Industry, Occupational Safety and Health Division shall, as needed, assist in assessing hazards and personal protective equipment needs.

Section 1303 The Department of Labor and Industry, Construction Codes and Licensing Division, shall assist in assessing damage of affected structures and provide staff to report to the State Emergency Operations Center when requested by the Division of Homeland Security and Emergency Management.

Section 1304 The Department of Labor and Industry shall provide a representative to serve on the Minnesota Recovers Task Force, in order to provide guidance and technical support with inspections, building codes, and permitting when requested by the Division of Homeland Security and Emergency Management.

XIV. MINNESOTA MANAGEMENT AND BUDGET

Section 1400 Minnesota Management and Budget will provide coordination of emergency messaging to state agency employees.

Section 1401 Minnesota Management and Budget will provide coordination of state agency service continuation response activities during any event or disaster that may threaten to disrupt critical government services.

Section 1402 Minnesota Management and Budget shall support state agencies 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.

Section 1403 Minnesota Management and Budget shall interface with union officials and appropriate representatives to develop strategies for resolving conflicts between labor organizations and state agencies proactively, and during times of disaster and emergency including a pandemic. Minnesota Management and Budget shall be proactive relative to developing options to sustain staffing for the State Emergency Operations Center (SEOC) and the implications thereof on labor agreements, whenever the SEOC is activated.

Section 1404 Minnesota Management and Budget shall provide support to state agencies in the management of labor contracts during emergency operations, ensuring fair, uniform and consistent interpretation of contract language.

Section 1405 Minnesota Management and Budget shall coordinate the reassignment of state employees between agencies.

Section 1406 Minnesota Management and Budget shall facilitate and coordinate with the labor bargaining units on the procedures and processes for change in state employee scheduling, work locations, and temporary work assignments during declared emergencies, including a pandemic.

Section 1407 Minnesota Management and Budget shall develop and maintain procedures to streamline fiscal management of the state during an emergency, including a highly pathogenic avian influenza or influenza pandemic outbreak.

Section	1408	Minnesota Management and Budget shall work with the Department of Public Safety to establish procedures to estimate and monitor potential state match commitments associated with requests for presidential disaster declarations, and accompanying strategies for appropriation authority for such matching funds.
Section	1409	Minnesota Management and Budget shall assist state agencies in identifying potential additional costs associated with supporting local agencies during emergencies when federal disaster assistance is not provided, and accompanying strategies to request appropriation authority for such additional costs.
Section	1410	Minnesota Management and Budget will assist state agencies in identifying and maintaining a list of mission critical staff needed to assure continuity of top priority services.
Section	1411	Minnesota Management and Budget will assist the Minnesota Department of Health in prophylaxing mission critical state employees by providing staffing to and assistance in coordination of clinics.

XV. METROPOLITAN COUNCIL/METRO TRANSIT

Section 1500 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.

Section 1501 Metropolitan Council/Metro Transit shall 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 when requested by the Division of Homeland Security and Emergency Management.

Section 1502 Metropolitan Council/Metro Transit shall assist political subdivisions and local law enforcement agencies in coordinating public rail and transit transportation resources needed during a large-scale evacuation when requested by the Division of Homeland Security and Emergency Management.

Section 1503 Metropolitan Council/Metro Transit shall develop and maintain procedures, support transit and emergency operations planning, with available resources, as requested.

Section 1504 Metropolitan Council/Metro Transit shall maintain emergency plans and procedures enabling the closure of the Northstar Rail service during nuclear generating plant emergencies. Metro Transit will provide staff to the State Emergency Operations Center during activations for radiological emergencies.

XVI. DEPARTMENT OF MILITARY AFFAIRS

Section 1600 The Department of Military Affairs (Minnesota National Guard) shall prepare, and maintain, plans and procedures, to support civil authorities, when an emergency exceeds local resources. As Commander-In-Chief of the National Guard, the Governor can direct the National Guard to take whatever action is needed to respond to the emergency. Upon the order of the Governor, the Adjutant General shall order to state active duty, such personnel, equipment, and facilities of the military forces of the state, as required, and for such a period of time as necessary, to assist and support civil authorities. National Guard assistance may be made available when a natural disaster, civil disturbance, hazardous materials incident, or other emergency beyond the capabilities of local government, occurs. Both local government and state agencies forward requests for National Guard assistance to the Minnesota Duty Officer (MDO), who will contact the Division of Homeland Security and Emergency Management with the request. The National Guard shall maintain 24-hour liaison with the MDO. County sheriffs, and mayors of cities of the first class, are authorized to request National Guard assistance.

Section 1601 The Department of Military Affairs (Minnesota National Guard) shall 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. In the event of terrorist-type activity, the Department of Military Affairs shall provide support to the State Emergency Operations Center and the local incident command post.

Section 1602 The Department of Military Affairs shall maintain the 55th Weapons of Mass Destruction – Civil Support Team (CST) and make them available to support a local response to terrorist activity when requested through the Minnesota Duty Officer. When the National Guard deploys the 55th CST and technically qualified personnel to the affected jurisdictions to assess the extent of the terrorist situation, it will advise the civilian incident commander, facilitate requests for state and federal assistance, and provide policy and technical-level support in the State Emergency Operations Center, Planning and Assessment Center and Operations Section.

Section 1603 The Department of Military Affairs shall provide assistance for route alerting, security, personnel and vehicle decontamination,

and sustainment staffing for traffic control points during nuclear power plant emergencies and exercises.

Section 1604 The Department of Military Affairs shall maintain a Quick Reaction Force (QRF) that provides a ready force capable of delivering units of 50-75 personnel within 4-8 hours when requested by the Division of Homeland Security and Emergency Management and a follow-on force of up to 400 personnel within 24-36 hours. The QRF can provide site security, presence patrols, establish roadblocks and/or checkpoints, or provide support to control civil disturbances.

Section 1605 The Department of Military Affairs shall maintain a Chemical, Biological, Radiological, Nuclear, and high-yield Explosives (CBRNE) Enhanced Response Force Package (CERFP) available to respond to a CBRNE incident to support local, tribal, state, and federal agencies in managing the consequences of the event. The CERFP will provide casualty/patient decontamination, medical support, and casualty search and extractions needed or required. The CERFP response will include searching an incident site (including damaged buildings); rescuing any casualties (including extracting anyone trapped in the rubble); personnel decontamination; and performing medical triage (including trauma resuscitation and stabilization).

XVII. DEPARTMENT OF NATURAL RESOURCES

Section 1700 The Department of Natural Resources shall be responsible for preparing and maintaining plans and procedures for chemical, biological and radiological monitoring/sampling of plants, animals and water in cooperation with the Departments of Health and Agriculture.

Section 1701 The Department of Natural Resources shall be responsible for providing technical assistance, personnel and equipment for debris and wreckage removal from state waterways and state-owned lands, subject to the availability of funds.

Section 1702 The Department of Natural Resources shall assist in tracking plumes on waterways and monitoring shorelines, identifying wildlife populations within the ingestion pathway/vulnerable zone and providing personnel to conduct ingestion pathway sampling of fish and wildlife.

Section 1703 The Department of Natural Resources shall provide aircraft to assist in damage assessment efforts, serve as state inspectors on federal/state damage survey teams, assist the Department of Administration in the inspection of damaged public buildings and facilities, and assist the Department of Transportation in the inspection of damaged road systems.

Section 1704 The Department of Natural Resources shall provide technically qualified personnel, as needed, to participate in a preliminary damage assessment (PDA) effort, following a disaster when requested by the Division of Homeland Security and Emergency Management.

Section 1705 The Department of Natural Resources shall provide personnel to serve on an Interagency Hazard Mitigation Team/Hazard Mitigation Survey Team, following a presidential declaration of a major disaster and provide hazard mitigation information to the general public when requested by the Division of Homeland Security and Emergency Management.

Section 1706 The Department of Natural Resources shall, in the case of wildfires, coordinate with the Department of Public Safety to fulfill public information functions and requirements, work within the Minnesota Incident Command System (MNICS) partnership to design communication plans, and coordinate communications with all participating agencies.

Section 1707 The Department of Natural Resources shall keep affected county Sheriffs advised of evacuation forecasts.

Section 1708 The Department of Natural Resources shall provide technical assistance in locating alternate water supplies, and provide equipment and/or assistance in the restoration of critical public works.

Section 1709 The Department of Natural Resources shall pre-plan for sensitive area designation, and provide for wildlife and waterfowl rehabilitation, in cooperation with the U.S. Fish and Wildlife Service.

Section 1710 The Department of Natural Resources shall provide pathology laboratory services, with regard to the collection of dead and injured animals and their analysis; coordinate the chemical analysis of fish and wildlife samples with the Minnesota Department of Agriculture Chemistry Laboratory; and assist the Department of Health, as needed, in assessing the long-term environmental impact of a radiological accident/incident.

Section 1711 The Department of Natural Resources shall be a lead technical agency in coordination with Board of Animal Health and the Department of Agriculture for preparedness and response during an outbreak of highly pathogenic avian influenza in wild birds.

Section 1712 The Department of Natural Resources shall be a lead technical agency in coordination with Board of Animal Health and the Department of Agriculture for preparedness and response during a foreign animal disease outbreak in fish and wildlife animals.

Section 1713 The Department of Natural Resources shall maintain Radiological Field Monitoring Teams.

Division of Enforcement

Section 1720 The Enforcement Division and other DNR divisions shall provide personnel and equipment support to the State Patrol in emergency law enforcement, evacuation or sheltering in-place, traffic control and public alerting operations, when requested by the Division of Homeland Security and Emergency Management.

Section 1721 The Enforcement Division shall prepare and maintain procedures for providing communications support, for example MINCS, in a designated disaster area.

Section 1722 The Enforcement Division shall prepare and maintain plans and provide support to local government agencies during floods, storms, and other disasters and emergencies. The Division shall assist local law enforcement with search and rescue, shall provide special equipment such as boats, ATVs, snowmobiles, etc., and provide any other needs identified.

Division of Forestry

Section 1730 The Forestry Division shall provide personnel and equipment support to the State Fire Marshal in emergency operations if needed.

Section 1731 The Forestry Division shall prevent and extinguish wildfires, coordinate fire suppression planning and direct fire suppression activities work, through agreements with the Minnesota Incident Command System (MNICS) partnership.

Section 1732 The Forestry Division shall coordinate with the Division of Homeland Security and Emergency Management when Federal Emergency Management Agency assistance, through the Fire Management Assistance Grant Program, may be/has been made available to the State.

Section 1733 The Forestry Division shall be responsible for coordinating fire suppression activities in forested and grassland areas of the state.

Section 1734 The Forestry Division shall assist state and local governments in applying for grants from the federal government for the purpose of reimbursing expenses actually incurred by a property owner in the removal of timber damaged by a disaster.

Section 1735 The Forestry Division shall assist local government with training for fire and rescue operations in coordination with the State Fire Marshal Division and the Minnesota State Colleges and Universities.

Section 1736 The Forestry Division shall assist state and local governments with tree disposal recommendations and support personnel, following a major wind event and other natural disasters causing damage to the state's forests.

Section 1737 The Forestry Division shall coordinate with the Department of Public Safety, State Patrol Division, and the Department of

Transportation, Aeronautics Division, for air operations and air transportation services, during an emergency or disaster.

Section 1738 The Forestry Division shall be the lead coordination agency for coordinating aircraft during wildfire emergencies.

Section 1739 The Forestry Division shall coordinate and maintain Type II Incident Management Team capability through the MNICS partnership.

Section 1740 The Forestry Division shall support local law enforcement with search and rescue vehicles, helicopters (when under contract and on duty), communications equipment, support personnel and any other operational support, when requested by the Division of Homeland Security and Emergency Management.

Division of Ecological & Water Resources

Section 1750 The Division of Ecological & Water Resources shall be responsible for coordinating the Flood Plain Management Program and the National Flood Insurance Program (NFIP) in Minnesota, including facilitating enrollment of communities in the NFIP and assisting FEMA and the Department of Commerce with the training and dissemination of information related to flood insurance availability.

Section 1751 The Division of Ecological & Water Resources shall assign staff to Interagency Hazard Mitigation Team and to the Minnesota Recovers Task Force when requested by the Division of Homeland Security and Emergency Management. Department of Natural Resources staff shall assist the Division of Homeland Security and Emergency Management in implementing floodplain management provisions of the State All-Hazard Mitigation Plan and in updating the Plan, as it relates to programs administered by Department of Natural Resources Division of Ecological & Waters Resources.

Section 1752 The Division of Ecological & Water Resources shall assist local units of government in applying for grants, through the Department of Natural Resources, Flood Damage Reduction Grant Program.

Section 1753 The Division of Ecological & Water Resources shall assign staff to compile data and prepare climatological and hydrologic reports, as well as other related hydrologic data, in support of emergency operations when requested by the Division of Homeland Security and Emergency Management.

Section	1754	The Division of Ecological & Water Resources shall provide information or personnel at Disaster Recovery Centers (DRCs) to disseminate information to, and solicit information from, flood victims when requested by the Division of Homeland Security and Emergency Management.

XVIII. MINNESOTA POLLUTION CONTROL AGENCY

Section 1800 The Minnesota Pollution Control Agency shall, upon instructions from the office of the Governor or the Governor's Authorized Representative, waive, modify or suspend selected enforcement rules of the agency for areas stricken by an emergency or disaster, when statute provides for such waivers. This action will relieve or expedite recovery operations and avert an even greater disaster from occurring, while ensuring continued protection of the public.

Section 1801 The Minnesota Pollution Control Agency shall provide technically qualified personnel, as needed, to participate in a preliminary damage assessment (PDA) effort, following the occurrence of a disaster when requested by the Division of Homeland Security and Emergency Management.

Section 1802 The Minnesota Pollution Control Agency shall provide personnel, to serve on an Interagency Hazard Mitigation Team/Hazard Mitigation Survey Team, following a presidential declaration of major disaster when requested by the Division of Homeland Security and Emergency Management.

Section 1803 The Minnesota Pollution Control Agency shall provide a representative to serve on the Minnesota Recovers Task Force to evaluate projects proposed for funding when requested by the Division of Homeland Security and Emergency Management.

Section 1804 The Minnesota Pollution Control Agency shall review the environmental effects of emergency dike projects and recommend approval or disapproval before work begins.

Section 1805 The Minnesota Pollution Control Agency shall provide technical and policy-level staff to the State Emergency Operations Center, specifically to the Planning and Assessment Center and the Operations Section, when requested by the Division of Homeland Security and Emergency Management.

Section 1806 The Minnesota Pollution Control Agency shall develop and provide guidelines and procedures, assisting local authorities to manage and dispose of debris after a disaster/emergency.

XIX. DEPARTMENT OF PUBLIC SAFETY

Capitol Complex Security Division

Section 1900 The Capitol Complex Security Division shall be responsible for providing protection to property and equipment on the Capitol Complex, during an emergency.

Section 1901 The Capitol Complex Security Division shall provide 24-hour security for the Joint Information Center (JIC) and media briefing room if located on the Capitol Complex during an emergency.

Section 1902 The Capitol Complex Security Division shall provide 24 hour security for an incident requiring a Strategic National Stockpile supported state mission critical dispensing clinic located on the capitol complex.

Office of Communications

Section 1910 The Office of Communications shall provide emergency public information support, following the occurrence of an emergency or disaster, including disaster exercises, in coordination with the Division of Homeland Security and Emergency Management and the Governor's Office.

Section 1911 The Office of Communications shall provide and maintain a state level media briefing room for use during State Emergency Operations Center activations.

Section 1912 The Office of Communications shall provide staff to serve as the Lead PIO for State Emergency Operations Center activations and coordinate the Joint Information Center (JIC) and media briefing room.

Bureau of Criminal Apprehension

Section 1920 The Bureau of Criminal Apprehension shall make its field agents available, when possible, to assist other state agencies with search and rescue, evacuation and traffic control, and law enforcement, during a disaster or emergency.

Section 1921 The Bureau of Criminal Apprehension shall lend forensics capabilities to the analysis and identification of evidence during

potential weapons of mass destruction event.

Section 1922 The Bureau of Criminal Apprehension shall maintain the 24-hour Minnesota Duty Officer system to ensure the proper receipt and dissemination of disaster/emergency notifications and requests for emergency resources to appropriate state and local government agencies, including security and transportation needed to support receipt and distribution of the federal Strategic National Stockpile.

Section 1923 The Bureau of Criminal Apprehension Minnesota Duty Officer, in coordination with the Division of Homeland Security and Emergency Management, shall coordinate flights in search and rescue missions with the Civil Air Patrol.

Section 1924 The Bureau of Criminal Apprehension shall support the function of the Minnesota Joint Analysis Center (MNJAC), the designated state fusion center tasked to collect, evaluate, analyze and disseminate information regarding organized criminal, terrorist and all-hazards activity in Minnesota. The MNJAC will provide analysis and information sharing capability prior to and during emergencies and in support of the State Emergency Operations Center. The MNJAC will provide a liaison to the State Emergency Operations Center planning section during activations.

State Fire Marshal

Section 1930 The State Fire Marshal Division shall assist local jurisdictions, in coordination with the Division of Homeland Security and Emergency Management, in obtaining, through implementation of the Fire Service Intrastate Mutual Aid Plan, fire fighting and rescue response assistance (except for missing or lost person search and rescue) during an emergency, and providing technical expertise and general assistance with the coordination of local fire and rescue emergency response operations.

Section 1931 The State Fire Marshal Division shall, when requested by local authorities or deemed necessary by the State Fire Marshal (in accordance with Minn. Stat. § 299F.04 (2006)), investigate fires and explosions to determine their origin and cause. If the cause is determined to be other than accidental, the Division shall assist local authorities with the collection and analysis of evidence, and the preparation of criminal cases for prosecution.

Section 1932 The State Fire Marshal Division shall, upon the request of a local jurisdiction, provide 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.

Section 1933 The State Fire Marshal Division personnel shall be assigned to conduct fire and life safety inspections of jurisdictional facilities damaged or otherwise impacted during a disaster or emergency, when requested by local authorities or deemed necessary by the State Fire Marshal.

Section 1934 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.

Office of Pipeline Safety

Section 1940 The Office of Pipeline Safety shall act as a liaison with pipeline companies and other utilities local, units of government and federal pipeline authorities and provide post-incident enforcement, investigation and damage prevention education.

Section 1941 The Office of Pipeline Safety, shall act as the contact with U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration (PHMSA) for security-related pipeline issues, distribute alerts received, and participate in pipeline security inspections, as required under federal regulations 49 CFR, as adopted by the state.

Fiscal and Administrative Services

Section 1950 Fiscal and Administrative Services will provide direction to Department of Public Safety Divisions on the procedures to follow to document the extraordinary costs incurred during emergency operations, State Emergency Operations Center activations and recovery operations as needed (e.g., personnel overtime, call back, equipment used/expended, contracts initiated etc.

State Patrol Division

Section 1960 The State Patrol Division shall be responsible for law enforcement and traffic control on all interstate and state trunk highways in an emergency.

Section 1961 The State Patrol Division shall use available resources to assist local police agencies with law enforcement and traffic control during an emergency when requested by the proper local authority.

Section 1962 The State Patrol Division shall act as net control for the National Warning System (NAWAS) within the state for the dissemination of national and local emergency information and warnings.

Section 1963 The State Patrol Division shall provide assistance, as needed, to the Capitol Complex Security Division to protect the personnel in the Capitol Complex during an emergency, and shall prepare and maintain plans and procedures to accomplish this.

Section 1964 The Chief of the State Patrol Division shall be in charge of the law enforcement function and shall coordinate its emergency operations in the state, including the assignment of personnel as law enforcement representatives at the state and regional emergency operations centers.

Section 1965 The State Patrol radio frequencies shall serve as the redundant direction and control net.

Section 1966 The State Patrol Division shall provide backup radio operators to serve as State Emergency Operations Center communications personnel to operate the radio console in the State Emergency Operations Center, as needed.

Section 1967 The State Patrol Division shall maintain a Special Response Team (SRT) that is available for deployment statewide in support of tactical operations for local law enforcement.

Section 1968 The State Patrol Division shall develop and maintain a Mobile Field Force that is available for deployment statewide in support of local law enforcement efforts to quell civil unrest.

Section 1969 The State Patrol Division shall develop and maintain an Emergency Deployment team that is available to rapidly provide security and law enforcement duties during the initial days of an emergency.

Section 1970 The State Patrol Division shall provide 24-hour security for the

State Emergency Operations Center and the Joint Information Center (JIC) media briefing room during an emergency.

Section 1971 The State Patrol Division, Air Section, shall provide at the time of a disaster or large-scale emergency, aerial photography and assessment of the disaster or emergency area. State Patrol helicopters with cameras shall be utilized to do aerial filming of the area and shall provide that information directly to the State Emergency Operations Center when requested by the Division of Homeland Security and Emergency Management.

Section 1972 The State Patrol Division, Air Section, shall request the restriction of flights and access over disaster and emergency areas, when requested by the Division of Homeland Security and Emergency Management or local authorities.

Section 1973 The State Patrol Division, Air Section, shall provide personnel to participate in a preliminary damage assessment (PDA) for airports and airport facilities damaged in any type of major disaster in conjunction with the Department of Transportation, Aeronautics Division, and the Department of Natural Resources, when requested by the Division of Homeland Security and Emergency Management.

Section 1974 The State Patrol Division, Air Section, shall provide transportation and/or reconnaissance, in conjunction with the Department of Transportation, Aeronautics Division, as requested by the Division of Homeland Security and Emergency Management, during a declared emergency or disaster situation.

Section 1975 The State Patrol Division, Air Section, shall develop and maintain plans for the utilization of agency aircraft available for emergency operations, including records of agency aircraft, pilots, and available airports.

Section 1976 The State Patrol Division, Air Section, shall coordinate with the Department of Transportation, Aeronautics Division, and the Department of Natural Resources for the provision and use of air transportation resources within state government, during an emergency or disaster.

Section 1977 The State Patrol Division, Air Section shall be the lead coordination agency for coordinating state aircraft during non-wildfire emergencies.

Section 1978 The State Patrol Division shall assist the Department of Health by

providing security to the transportation vehicles for the Strategic National Stockpile, including postal service vehicles for the comprehensive postal plan.

Office of Technical Support Services

Section 1980 The Office of Technical Support Services shall provide 24-7 technical support services to the State Emergency Operations Center during activation.

Section 1981 The Office of Technical Support Services shall provide web site management and support services for State Emergency Operations Center web sites during activations.

Warehouse

Section 1990 The Public Safety Warehouse shall assist with the relocation of furniture, equipment, and supplies from the State Emergency Operations Center to an alternate site, when requested by the Division of Homeland Security and Emergency Management.

XX. DEPARTMENT OF PUBLIC SAFETY

Division of Homeland Security and Emergency Management

Section 2000 The Director of the Division of Homeland Security and Emergency Management, or designee, shall serve as the State Coordinating Officer (SCO) and the Governor's Authorized Representative (GAR) for all presidentially declared disasters and emergencies.

Section 2001 The Division of Homeland Security and Emergency Management shall annually review, update and revise the Minnesota Emergency Operations Plan.

Section 2002 The Division of Homeland Security and Emergency Management shall ensure that the nuclear power plant-related portions of the Minnesota Emergency Operations Plan required in Minnesota Statutes, Section 12.09, and the applicable local emergency operations plans, are updated and revised as necessary annually in accord with state and federal regulations and requirements. In the event of an actual accident/incident, the Director shall assess the need for protective actions required to mitigate the effects of an incident at a nuclear generating plant.

Section 2003 The Director of the Division of Homeland Security and Emergency Management or designee shall make protective action decisions necessary to protect the public from a release of radioactive material from an emergency at a nuclear generating plant in Minnesota. The protective actions include but are not limited to; sheltering or evacuating of persons within the 10-mile Emergency Planning Zone (EPZ), establishment of restricted areas, relocation zones, placing restrictions on re-entry, and establishment of return areas during nuclear power plant emergencies. The default protective actions for rapidly escalating events is the evacuation or sheltering of the 2-mile area and 5-miles downwind based on the plant conditions and recommendations at the time.

Section 2004 The Director of the Division of Homeland Security and Emergency Management, or designee, shall chair regular meetings, and facilitate the activities of the Minnesota Emergency Preparedness and Response Committee (EPRC).

Section 2005 The Division of Homeland Security and Emergency Management shall monitor the operations of the state portion of the National Warning System (NAWAS) and coordinate any actions necessary to maintain service or extend coverage.

Section 2006 The Division of Homeland Security and Emergency Management shall activate the State Emergency Operations Center (SEOC) when any major emergency/disaster occurs that poses a significant threat to public safety and/or health. When warranted, Division staff shall establish regional emergency operations centers or field offices in/or adjacent to the emergency or disaster area to coordinate field operations. When a regional emergency operation center or field office is opened, the Division shall notify state agencies, so that they may provide the staff necessary to ensure that their emergency responsibilities are carried out.

Section 2007 The Division of Homeland Security and Emergency Management shall keep the Commissioner of Public Safety, Governor, Executive Council, and the Legislature informed of actual or impending emergency operations as necessary.

Section 2008 The Division of Homeland Security and Emergency Management shall designate personnel to serve as the State Hazard Mitigation Officer (SHMO). The SHMO is responsible for ensuring that the hazard mitigation requirements contained in the federal Stafford Act (Public Law 93-288, as amended) including implementation and administration of the Hazard Mitigation Grant Program, are carried out.

Section 2009 The Division of Homeland Security and Emergency Management shall facilitate long-term disaster recovery by maintaining communication and leading the activities of the Minnesota Recovers Task Force.

Section 2010 The Division of Homeland Security and Emergency Management shall facilitate hazard mitigation efforts statewide by: coordinating maintenance of the State All-Hazard Mitigation Plan and working with local jurisdictions to develop and enhance mitigation plans and projects.

Section 2011 The Division of Homeland Security and Emergency Management shall implement and administer the Public Assistance Program under the federal Stafford Act, (Public Law 93-288, as amended).

Section 2012 The Division of Homeland Security and Emergency Management shall support the Federal Emergency Management Agency Individual Assistance Program, including FEMA's implementation of the Individuals and Households Program, following a presidential declaration of a major disaster.

Section 2013 The Division of Homeland Security and Emergency Management shall obtain initial damage assessment information from state agencies and local governments. If it appears that the extent of the damage is beyond state and local capabilities, the Division of Homeland Security and Emergency Management will request that FEMA conduct a preliminary damage assessment (PDA) to determine whether a request by the Governor for a presidential disaster declaration is warranted.

Section 2014 The Division of Homeland Security and Emergency Management shall request all appropriate state agencies to provide materials and/or representatives for those Disaster Recovery Centers (DRCs) that may be established, following a disaster.

Section 2015 The Division of Homeland Security and Emergency Management shall coordinate the development and maintenance of emergency operations plans by local political subdivisions, and provide such subdivisions with planning requirements and guidance. The Division shall regularly review local emergency plans to determine their conformance with those requirements.

Section 2016 The Division of Homeland Security and Emergency Management shall provide ongoing coordination of hazard mitigation planning efforts in Minnesota, to include maintaining a comprehensive, state all-hazard mitigation plan, and coordinating the preparation of local government hazard mitigation plans.

Section 2017 The Division of Homeland Security and Emergency Management shall coordinate the development and conducting of emergency preparedness drills and exercises, involving multiple Minnesota state agencies.

Section 2018 The Division of Homeland Security and Emergency Management shall be responsible for the overall coordination of the State Hazardous Materials Regional Response Team program. This responsibility includes the maintenance of contracts with the Teams, coordination of Team deployment, and performance of other administrative tasks associated with the Program.

Section 2019 The Division of Homeland Security and Emergency Management shall receive the advance notification of shipments of high-level radioactive waste and spent nuclear fuel through or within the State of Minnesota, in accord with the requirements contained in federal regulations,10 CFR Parts 71 and 73. The Division shall make all necessary notifications and coordinate state agency shipment preparedness and response activities.

Section 2020 The Division of Homeland Security and Emergency Management shall maintain the state's contracts with designated bomb disposal squads, and shall coordinate the deployment of those squads when they are called upon to carry out a state mission.

Section 2021 The Division of Homeland Security and Emergency Management, in coordination with of the Bureau of Criminal Apprehension Minnesota Duty Officer, shall coordinate flights in search and rescue missions with the Civil Air Patrol.

Section 2022 The Division of Homeland Security and Emergency Management shall coordinate with local emergency management officials to determine the need for Transitional Shelter Assistance (TSA) and other Alternative Interim Housing needs following a presidential declaration of a major disaster.

Section 2023 The Division of Homeland Security and Emergency Management shall coordinate with FEMA to facilitate the use of Direct Housing and other housing options to provide a safe, secure and sanitary environment for disaster survivors.

Section 2024 The Division of Homeland Security and Emergency Management's Emergency Planning and Community Right-to-Know Act (EPCRA) Program staff shall provide state and local emergency response personnel with hazardous chemical storage information provided to the EPCRA Program by facilities subject to Title III of the Superfund Amendments and Reauthorization Act of 1986 (SARA Title III).

Section 2025 The Division of Homeland Security and Emergency Management's EPCRA Program staff shall provide technical guidance and assistance to political subdivisions in meeting EPCRA requirements.

Section 2026 The Division of Homeland Security and Emergency Management Director shall require that the Regional Review Committees review county emergency operations plans, and determine whether they believe those plans adequately address the required EPCRA plan content items.

Section 2027 The Division of Homeland Security and Emergency Management shall be responsible for the Rapid Needs Assessment (RNA) program. This coordination includes all aspects of the program to effectively assess the needs of the state during and after large incidents or disaster. This coordination shall include the formation

of needed state agencies to assist in the assessment of damages to enhance the mitigation of an incident.

Section 2028 The Division of Homeland Security and Emergency Management shall provide ongoing coordination of a network of state, local and federal government agencies and private organizations to ensure the smooth coordination of donations and volunteerism during major emergencies and disasters.

Section 2029 The Division of Homeland Security and Emergency Management shall develop and maintain appropriate mutual aid plans and procedures necessary to manage and implement the interstate Emergency Management Assistance Compact as outlined in Chapter 192.89 of state statue.

Section 2030 The Division of Homeland Security and Emergency Management shall coordinate consequence management preparedness and response impacts of human and avian influenza outbreaks.

Section 2031 The Minnesota School Safety Center in cooperation with the Department of Education shall work with schools to develop school-specific, all-hazard emergency plans compatible with local, county, state and federal all-hazard plans. The plans and response procedures developed for schools should specifically address violence within the buildings and the development of "safe areas" around schools.

Section 2032 The Minnesota School Safety Center in cooperation with the Department of Education shall coordinate the development and updating, as required, of emergency plan guidance to be provided to local schools. Such guidance shall be designed to assist schools in developing an emergency plan that provides for the protection of children in the event of a disaster or emergency. The School Safety Center shall be responsible for the distribution of such planning guidance to local school districts.

Section 2033 The Division of Homeland Security and Emergency Management shall coordinate the deployment of the structural collapse rescue teams when they are requested to carry out a state or local mission.

Section 2034 The Division of Homeland Security and Emergency Management shall support the Minnesota Department of Health in the communication and coordination with other state agencies in an incident requiring the deployment of the Strategic National Stockpile including securing additional resources needed to maintain the response.

Section 2035 The Division of Homeland Security and Emergency Management, shall coordinate support for the GIS desk in the State Emergency Operations Center for Radiological Emergency Preparedness (REP) events.

XXI. DEPARTMENT OF REVENUE

Section 2100 The Department of Revenue shall provide materials or representatives at Disaster Recovery Centers (DRCs) to provide guidance to clients on how their tax burden shall be affected by their disaster losses, when requested by the Division of Homeland Security and Emergency Management.

Section 2101 The Department of Revenue shall coordinate with county assessment officials to assist local government in conducting damage assessment of private homes and businesses, and provide guidance relating to property tax relief when requested by the Division of Homeland Security and Emergency Management.

Section 2102 The Department of Revenue shall provide a representative, to serve on the Minnesota Recovers Task Force, in order to provide technical assistance when requested by the Division of Homeland Security and Emergency Management.

XXII. MINNESOTA STATE COLLEGES AND UNIVERSITIES

Section 2200 The Minnesota State Colleges and Universities shall assist local government, state agencies, and other public and private entities as appropriate by providing training and education in all-hazards emergency operations and planning through its colleges and universities.

XXIII. DEPARTMENT OF TRANSPORTATION

Section 2300 The Department of Transportation shall provide personnel, to serve on an Interagency Hazard Mitigation Team/Hazard Mitigation Survey Team, following a presidential declaration of a major disaster when requested by the Division of Homeland Security and Emergency Management.

Section 2301 The Department of Transportation shall be responsible for debris and wreckage removal from all interstate and state trunk highways, and for assistance to political subdivisions on other roadways.

Section 2302 The Department of Transportation shall approve emergency construction projects on the interstate and trunk highway system before work begins.

Section 2303 The Department of Transportation shall provide technically qualified personnel to participate in preliminary damage assessment (PDA) efforts for all interstate and state trunk highways, general aviation facilities, and for other political subdivisions' roadways, as needed and as resources permit. The Department shall also provide personnel, as needed, for the preparation of project worksheets for general aviation facilities and other political subdivisions' roadways.

Section 2304 The Department of Transportation shall assist in radiological emergency response and protection efforts such as evacuation, traffic control, and supporting radiological monitoring and decontamination of state highways and vital facilities performed by others, in coordination with the Department of Health and Department of Public Safety.

Section 2305 The Department of Transportation shall prepare and maintain emergency highway traffic plans and procedures for the regulation of highway travel, during periods of emergency, in coordination with the Department of Public Safety and local law enforcement.

Section 2306 The Department of Transportation shall process Temporary Flight Restriction (TFR) requests, through the Federal Aviation Authority (FAA), as needed.

Section 2307 The Department of Transportation shall coordinate air transportation and reconnaissance with the FAA, Metropolitan Airports Commission, Department of Military Affairs, Department of Natural Resources, Department of Public Safety and general aviation, as requested by the Division of Homeland Security and Emergency Management. The Department shall support this effort through utilization of its aircraft for emergency operations, when feasible.

Section 2308 The Department of Transportation shall maintain current records of general aviation airport facilities and aircraft registered in the state. The Department shall also act as liaison with FAA for access to the FAA listing of licensed pilots.

Section 2309 The Department of Transportation shall provide emergency engineering services in disaster operations and shall assign personnel, as needed, to state and regional emergency operations centers.

Section 2310 The Department of Transportation shall coordinate emergency relief efforts with the motor carrier industry to enlist their assistance in emergency response efforts.

Section 2311 The Department of Transportation shall develop and maintain procedures for receiving and disseminating information to appropriate agencies, concerning the shipment of chemicals, radiological substances, and other materials that are potentially hazardous.

Section 2312 The Department of Transportation shall assist in preparing emergency executive orders granting relief from the motor carrier safety regulations, including overweight and over-dimension permits, upon instruction from the Governor's Authorized Representative. The Department shall also coordinate state emergency declarations with the United States Department of Transportation, Federal Motor Carrier Safety Administration, to ensure consistent application of the emergency relief to interstate carriers providing direct assistance to the emergency.

Section 2313 The Department of Transportation shall coordinate with all rail, bus and waterway transportation providers, and the federal agencies with jurisdiction over these modes, as requested by the Division of Homeland Security and Emergency Management.

Section	2314	The Department of Transportation shall provide technical radio communications assistance to the Division of Homeland Security and Emergency Management and incident commanders, as requested.
Section	2315	The Department of Transportation shall provide technical assistance in developing radio capabilities for statewide emergency preparedness, when multiple state agencies or multiple levels of government need to carry out a coordinated response.
Section	2316	The Department of Transportation shall provide for the maintenance of state radio communications systems essential to operations, during an emergency or disaster.
Section	2317	The Department of Transportation shall assist the Department of Health in a deployment of the Strategic National Stockpile by securing roads and routes for transportation of the Stockpile and may provide vehicles and other resources to support the response.

XXIV. BOARD OF WATER AND SOIL RESOURCES

Section 2400 The Board of Water and Soil Resources shall be responsible for directing local governments to include provisions for water and soil related property protection and hazard mitigation in state approved local water management plans.

Section 2401 The Board of Water and Soil Resources shall be the lead state agency responsible for providing financial and technical assistance for water and soil control projects and practices, subject to the availability of funds. The Board of Water and Soil Resources shall also be the lead state agency to coordinate with Federal disaster funding available from the United States Department of Agriculture Natural Resources Conservation Service and Farm Services Agency.

Section 2402 The Board of Water and Soil Resources shall designate a point of contact and coordinator for emergency preparedness and to represent the Board of Water and Soil Resources on the Emergency Preparedness and Response Committee (EPRC).

Section 2403 The Board of Water and Soil Resources shall be the lead state agency, in coordination with the Department of Health and local government units, to provide technical and financial assistance to seal abandoned private wells that are a threat to groundwater or drinking water supplies, subject to the availability of funds.

Section 2404 The Board of Water and Soil Resources shall assign staff to the Minnesota Recovers Task Force when requested by the Division of Homeland Security and Emergency Management. The Board of Water and Soil Resources staff shall assist the Division of Homeland Security and Emergency Management in implementing water and soil conservation provisions of the State All-Hazard Mitigation Plan and in updating the Plan, as it relates to programs administered by the Board of Water and Soil Resources.

Section 2405 The Board of Water and Soil Resources shall coordinate local government unit assistance to property owners applying for State and Federal water and soil related disaster relief funding.

Section 2406 The Board of Water and Soil Resources may provide information or coordinate the involvement of personnel or local government unit representatives at Disaster Recovery Centers (DRCs) or other venues to disseminate information to, and solicit information from, flood victims when requested by the Division of Homeland Security and Emergency Management.