

CITY OF FALCON HEIGHTS
Community Engagement Commission
City Hall
2077 West Larpenteur Avenue

AGENDA - AMENDED
June 17, 2024 at 6:30 P.M.

- A. CALL TO ORDER:
- B. WELCOME:
- C. ROLL CALL:
Karen Cooley-Kistler____ Julie Ebbesen____ Zach Lindstrom____ Curt Stockford____
Mishy Wang____ Rebecca Leighton____ Denise King____

STAFF PRESENT:
Elke Van der Werff____

COUNCIL LIAISON:
Melanie Leehy____
- D. APPROVAL OF AGENDA
- E. PRESENTATION:
- F. APPROVAL OF MINUTES:
 - 1. **May 6, 2024 Joint Meeting Community Engagement Commission and Parks & Rec Commission**
 - 2. May 20, 2024 Community Engagement Commission Meeting Minutes
- G. AGENDA
 - Unfinished business
 - 1. CERT Training Discussion
 - 2. Neighborhood Liaison Handbook
 - 3. Apartment Outreach
 - New Business
 - 1. Ice Cream Social
- H. INFORMATION/ANNOUNCEMENT
- J. ADJOURNMENT:

Next Regular Meeting is on Monday, June 17 at 6:30 PM

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CITY OF FALCON HEIGHTS
Joint Meeting
Parks & Recreation Commission
Community Engagement Commission
City Hall
2077 West Larpenteur Avenue

MINUTES
May 6, 2024 at 6:30 P.M.

A. CALL TO ORDER: 6:38 PM

B. ROLL CALL:

Jeff Yager_____ Mike Bradbury_X_ Eric Brenton_X_
Bob Haight_X_ Tom Faust_X_ Randi Lundell_X_ Erin Williams_____

Cooley-Kistler_X_ Ebbesen_X_
Lindstrom____ Stockford_X_ Wang_____ Leighton____ King_____

COUNCIL LIAISON:

James Wassenberg _X_
Melanie Leehy _X_

STAFF PRESENT:

Kelly Nelson_X_
Elke van der Werff _X_

C. PRESENTATION:

D. APPROVAL OF MINUTES:

1. March 18, 2024 – Parks and Recreation Meeting Minutes - Joint Meeting - Community Engagement Commission

Motion to approve - Eric Brenton 2nd - Randi Lundell

E. AGENDA:

1. Spring Together 2024 Event

- a. Nelson - event flags will go up the day of the event.
- b. Brenton verifies that music equipment is secured. Plans to be there 1 hour before and would appreciate a hand to assist in setting up the awning and equipment
 - i. Suggest a first come first serve sign-up sheet for the event
 1. Awning, 2 speaker PA system, mixer, monitor & 4 microphones
 2. Artist should bring their own instrument and cables
- c. Wang can bring a keyboard

- d. Leehy asks if communications have been sent out, and van der Werff verifies that e-mails have been delivered to the neighborhood liaisons and apartment managers
- e. Bradbury is concerned about power location, wondering what the best place would be to stage the music, Brenton confirms he can support a long cable run. The group suggests placing the music in the green space in the park rather than to the asphalt.
- f. Nelson notes, that St. Paul Fire and RCSO are planning to attend. Ice Cream Truck is booked.
- g. Table count needs to be confirmed
 - i. 1 check-in
 - ii. 1 Community Engagement Commission
 - iii. 2 Hannah (Planning Commission and Environmental Commission)
 - iv. 1 Park Commission – Summer programming and asking what amenities families would like to see at Curtis Field.
- h. Tents, Lion’s will have a tent that Public Works will install. Wassenberg, Cooley-Kistler and Stockford will bring tents. Ebbesen will drop the tent at City Hall prior to the event if needed.
- i. Bradbury will bring 4 square
- j. Nelson notes the Backup location will be at City Hall
- k. Volunteer list
 - i. Cooley-Kistler 2-3:15
 - ii. Stockford will arrive at 2
 - iii. Brenton will arrive at 2
 - iv. Lundell and Faust will arrive late
 - v. Bradbury will arrive at 2
 - vi. Ebbesen will be unable to attend
 - vii. Wang can help at anytime
 - viii. Haight will have a shade tent and set up around 2:30 or 3
- l. Ice Cream system – check-in to get a ticket for ice cream
 - i. Do we have someone at the truck stamp hand?
- m. City Staff will remind the council members of the event during the 5/8 council meeting

2. Ice Cream Social 2024 Event

- a. Review the ice cream quantities, plan for 650 bars/popsicles
- b. Nelson notes the Finn Band has reached out to see if we would like them to perform again.
 - i. Discussed asking a city-based group to “open” or perform
 - 1. Brenton suggests that as an option for 2025.
 - 2. Stockford says Heritage Days has done something similar for years
 - 3. Lundell suggests Minnesota Sings as an option for finding talent.
 - ii. The park would possibly be available but we would not have access to the building. If Community Park is not available due to construction we will host at City Hall. Another option is that Lauderdale is having their

community celebration that same day. We could partner with them and have a combined event

1. Bradbury suggests this as a great opportunity to try combining the event and then possibly host the event at our new park next year
2. Leehy has a concern with the two cities celebrating milestone anniversaries
3. Stockford reminds the group that we voted not to combine events last year and feels that it is important to keep those events separate
4. Stockford has concerns about committing to Community Park without knowing if the construction company will prep the site for demolition
 - a. Nelson states that we believe last year's want to remain at Community Park
 - b. Bradbury and Ebbesen are in support of combining events this one year due to the need at hand.
 - c. Stockford says there are positives and negatives but we identify the opportunity and use that to promote the event.
 - d. Leehy cautions looking at insurance riders
5. Stockford suggests contacting Costco in Maplewood as they may have a policy to support non-profit and community events.
6. Leehy asks if we have talked to Falcon Heights Elementary - Nelson states we have not looked into that yet
7. There is a concern with parking at City Hall, will be discussing with Blaze Credit Union to see if they would permit us to use their lot for the event
8. Next Step - Nelson to set up a meeting with Lauderdale to discuss details.
 - a. Nelson offers -
 - i. Meeting recap in e-mail form with
 - ii. Schedule another meeting after the cities discuss
 1. Nelson will follow up with an e-mail and commissioners will respond with any questions or requests for another meeting.

F. INFORMATION/ANNOUNCEMENT

1. Nelson shares, Summer rec staff applications are in, consider adding Tuesday night events if there are enough qualified and interested candidates. Kraus Anderson will be getting plans in and it will be a few more weeks till bids come in. No dates are scheduled for demolition or anything. Bids will probably not be going out for a month.

G. ADJOURNMENT: 8:05 PM

Motion to adjourn - Cooley-Kistler - approved unanimously

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CITY OF FALCON HEIGHTS
Community Engagement Commission
City Hall
2077 West Larpenteur Avenue

MINUTES
May, 20 2024 at 6:30 P.M.

- A. CALL TO ORDER: 6:31 PM
- B. WELCOME:
- C. ROLL CALL:
Karen Cooley-Kistler_X_ Julie Ebbesen_X_ Zach Lindstrom_X_ Curt Stockford_X_
Mishy Wang_X_ Rebecca Leighton_X_ Denise King_X_
- STAFF PRESENT:
Elke Van der Werff_X_
- COUNCIL LIAISON:
Melanie Leehy_____
- D. APPROVAL OF AGENDA
1. Stockford -
 - a. Old business - add Spring Together review, Community Liaison Handbook, review topics from last meeting regarding apartment outreach and CERT training
 - b. New business - Add information regarding International Institute need for resettlement items
 2. Cooley Kistler & Knight verify Ice Cream social discussion will be shared meeting with the Park Commission.
- Amended agenda - motion to approve Cooley-Kistler, 2nd Lindstrom
- E. PRESENTATION:
1. GET TO KNOW EACH OTHER
 - a. Van der Werff - accepted to grad school at Hamline for Public Administration
 - b. Ebbesen - looking forward for May to be over
 - c. Leighton - soccer tournament last week
 - d. Lindstrom - graduating!
 - e. Knight - back from London, job searching & working on garden
 - f. Wang - Rose town community musical in July at the Como Pavilion
 - g. Kistler - garden, bike and sail
 - h. Stockford - meetings, meetings, meetings! Lots of Lions events

F. APPROVAL OF MINUTES:

1. April 15, 2024 Community Engagement Commission Meeting Minutes
2. May 6, 2024 Community Engagement Commission & Parks and Rec Commission Joint Meeting Minutes

Lindstrom motion, Knight 2nd – unanimous approval

G. AGENDA

- Unfinished business
- Spring Together Review
 1. Cooley-Kistler – Van der Werff handled the parking situation well to make room for the food truck
 2. Stockford – well attended
 3. Van der Werff – sold a little over 200 pieces of ice cream the ticket distribution was a little more strict than last year. The additional snacks and Partners in Energy offerings helped. The timing difference may have helped as well.
 4. Group discussion – timing was good, a nice mid-day event that gives a good end to the event and limits food expectations.
 5. Van der Werff – leftover energy kits will be put out at city hall
 6. Stockford – The energy table looked very engaged
 7. King – saw good engagement with various citizens. Did not see many people from her neighborhood. Overall it was a very positive event
 8. Stockford – many newer residents were in attendance. It will be interesting to see the feedback on all the questions posed.
 9. Wang – the music was hard to hear if you were more than 10 feet away from the speakers.
 1. Knight – sometimes ambient music is better for events like this. Consider continuing open mic for next year.
 2. Stockford – possibly set up seating around the space next year.
 3. Van der Werff – maybe promote it better next year.
 4. Leighton – there were a few conflicting events – Art-a-Whirl, Open Doors, and other events
 10. Stockford requests that the city staff suggestions/event review notes be shared with the commissions for consideration for future planning.
 11. Wang – reads neighbor discussion feedback
 1. Events like this and usually walking
 2. Gardening
 3. Chatting outside
 4. Talking while outside
 5. Usually to folks that live close
 6. Neighborhood night out
 7. Flamingo Fridays
 8. Talking while in and out of the building

- Neighborhood Liaison Handbook
 - a. Stockford – at the last meeting we discussed a workshop – and asked group for feedback
 - 1. Knight – thought tonight was a working session and not a full agenda. Suggests possibly moving things around for the handbook.
 - 1. Move what is a liaison to the top
 - a. Combine What is a liaison and what does a liaison do
 - 2. Followed by CEC Role
 - 3. CEC explanation
 - 4. Leighton supports
 - 2. Lindstrom – suggests updating the order of paragraphs
 - 1. What is a neighborhood liaison?
 - 2. What does a neighborhood liaison do?
 - 3. Goals
 - 4. CEC explanation
 - 5. CEC role
 - 6. Code of Ethics
 - 7. Does it take a lot of work?
 - 8. What kind of information is the city looking for
 - 9. City support
 - 10. Combine points i, ii, and iii into one point with bullet points
 - 3. Knight – add points of contact – who at the city is the individual (role or person) to talk to and ask questions. Second by Stockford. Leighton suggests adding the general city e-mail to the document
 - 4. Lindstrom - Strike the second sentence in the first paragraph of the existing “Does it take a lot of work” point. – Leighton, Knight, and Wang agree
 - 5. Van der Werff will make revisions and e-mail to commissioners and provide a deadline for feedback
 - 1. Plans to present the draft to the council pending discussion with the City Administrator
 - 6. Knight – once the document is finalized it may be of value to host information session.
 - 7. Stockford – possibly we can use the ice cream social as an opportunity to engage with community members
- b. Apartment outreach
 - a. Clarification on timing – this will be planned to begin in September
 - b. No more than 2 council members (including Mayor) can attend each event
 - 1. If there are more than 3 in attendance we would need to post the information on the door of the city hall
 - 2. Knight will develop a script for approaching property managers
 - 1. Would like to start reaching out in June
 - 2. Need council member availability and expectations
 - c. Stockford – Action item – have the council provide availability dates

- d. Ebbesen – Verifying the plan is to connect with apartment property managers to see if they have events planned that the commission can be included in and schedule around that.
 - e. Verify if apartments have community/party rooms available to host, otherwise we will plan around the weather
- CERT Training
 - a. Stockford – Leehy has an interest due to her involvement in the program. Do we feel that this is something we should consider and continue.
 - b. Knight feels strongly that the program has value and would like the city to support
 - c. Stockford – not a city-run program but this does need city support. The city does not do training but will support it via having a location. The previous iteration was hosted here. Unsure of training schedule. Need to get information to understand what the training involves and what is available.
 - d. Stockford or Van der Werff will reach out to Kris Grangaard for more information
 - e. Wang – do we put something out to gauge interest in the training
 - 1. Stockford suggests Ice Cream Social
 - f. Knight verifies that the root question is if we want to get involved but we need to get more information
 - g. Stockford – vote to agree we are interested in gathering more information and generate a survey to gauge interest
 - 1. Unanimous agreement
 - h. Next step – Stockford to reach out to Kris. Van der Werff will see what materials we have in the city about the program. First survey opportunity at the ice cream social.
- New Business
 - International Institute Drive
 - a. Cooley-Kistler presented information regarding the International Institute's need for resettlement items
 - 1. Approached Stockford and Van der Werff to see if the City can provide a drop-off for household items to support the efforts of the International Institute to collect needed items
 - 2. Stockford feels that it is not the position of the city to be involved in immigration activities
 - 3. Cooley-Kistler reminds the commission that we have held clothes drives to support the International Institute in previous years
 - 4. Stockford suggests gathering via personal networks and other groups (Do Good Roseville, Lions Club Efforts) Lions, Rotary, Kiwanas and Optimists are all close, can we aggregate those groups to do a big, long-term drive?
 - 1. Cooley-Kistler asks where the drop-off would be located
 - 2. Stockford does not know but imagines they can find a place. His point is that long-term this could be a good solution for this support.

5. Knight agrees that this could be a concern since this is targeting a specific group which could create friction. Is on board to support Cooley-Kistler on a personal basis but this initiative is not within the commission's purview
6. Leighton agrees and asks if Van der Werff could get any official opinion of the city.
7. Wang - is there a historical precedence for something like this. Sharing drop-off information vs holding a drop-off.
8. Van der Werff clarifies she has shared other similar drive information and other service information. Believes that it would be reasonable.

H. INFORMATION/ANNOUNCEMENT

- Van der Werff - plans to cancel August meeting -
 - a. Group agrees to cancel August meeting
 - b. June 17th meeting will be held plan to include a final draft of the liaison handbook and finalizing ice cream social details. Leighton and Wang will be unable to attend on June 17.
 - c. July 15th meeting and Ice Cream Social July 18th
 - d. September 16th meeting
- Stockford - Lions Club fundraiser at Culver's on Rice Street - to support Do Good Roseville on June 3rd. recurring event with different beneficiaries first Monday of every other month.

J. ADJOURNMENT: 8:18 PM

Knight moves to adjourn - Unanimously approved

Next Regular Meeting is on Monday, June 17 at 6:30 PM

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Meeting Date	June 17, 2024
Agenda Item	G3 – CERT Discussion
Attachment	CERT Basic Training Manual
Submitted By	Elke van der Werff, Administrative & Communications Coordinator

Item	CERT Discussion
Description	<p>The Community Engagement Commission discussed to potentially start offering CERT Trainings again for residents.</p> <p>The Community Emergency Response Team (CERT) program educates volunteers about disaster preparedness for the hazards that may occur where they live.</p> <p>CERT trains volunteers in basic disaster response skills, such as:</p> <ul style="list-style-type: none"> ▪ Fire safety ▪ Light search and rescue ▪ Team organization ▪ Disaster medical operations <p>The CERT program offers a consistent, nationwide approach to volunteer training and organization that professional responders can rely on during disaster situations, allowing them to focus on more complex tasks.</p>
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> • CERT Basic Training
Action(s) Requested	Discuss offering CERT Training to residents again

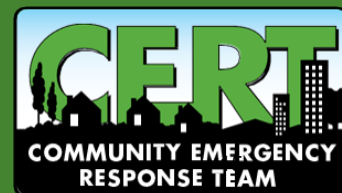


CERT Basic Training

Participant Manual



FEMA



HISTORY OF THE CERT BASIC TRAINING

The Community Emergency Response Team (CERT) program is a nationally supported, locally implemented initiative that teaches people how to better prepare themselves for hazards that may affect their communities. CERT trains them in basic disaster response skills such as team organization, disaster medical operations, fire safety, and light search and rescue. Local CERT programs train and organize teams of volunteers to assist their families, neighbors, co-workers, and other community members during emergencies when professional responders may not be immediately available to provide assistance. Before, during, and after disasters, CERT volunteer teams perform basic response activities, including checking in on neighbors, distributing information to the public, supporting emergency operations centers, and helping to manage traffic and crowds. The ability for CERT volunteers to perform these activities frees up professional responders to focus their efforts on more complex, essential, and critical tasks. CERT volunteers also support their communities by organizing, promoting, and participating in emergency preparedness events, activities, and projects.

The Los Angeles Fire Department (LAFD) developed the CERT program after examining the civilian response to disasters in Mexico and Japan in 1985. The LAFD recognized that citizens are likely to be on their own during the early stages of disaster. Under these circumstances, family members, co-workers, and neighbors will often spontaneously come to the aid of each other. While untrained volunteers can be very effective in aiding others, their lack of training puts them at risk for injury or death. For example, during the response to the 1985 Mexico City earthquake that claimed more than 10,000 lives, untrained volunteers saved 700 lives, but unfortunately, 100 volunteers died in the process.

In response, the LAFD decided to develop and offer disaster response training to Los Angeles residents so that during and after future disasters volunteers would be able to assist in a safe, responsible, and effective manner. The LAFD piloted the first CERT training in 1986. In turn, other fire departments around the country, including communities where the major threat is hurricanes rather than earthquakes, adopted the LAFD's training model. Building on this development, the Federal Emergency Management Agency (FEMA) expanded the CERT materials in 1994 to make them applicable to all hazards and made the program available to communities nationwide. Since that time, thousands of dedicated trainers, organizations, and citizens have embraced the responsibility to learn new skills and become prepared to execute safe and effective emergency response capabilities.

The National CERT Program Office would like to thank the regional, state, and local partners and subject matter experts who contributed to the 2019 CERT Basic Training update.

A MODEL FOR COMMUNITY PREPAREDNESS

The CERT program is critical in the effort to engage everyone in the United States in making their communities safer, more prepared, and more resilient when incidents occur.

Community-based preparedness planning allows us all to prepare for and respond to anticipated disruptions and potential hazards following a disaster. As individuals, we can prepare our homes and families to cope during that critical period. Through pre-event planning, neighborhoods, and worksites can also work together to help reduce injuries, loss of lives, and property damage. Neighborhood preparedness will enhance the ability of individuals and communities to reduce their emergency needs and to manage their existing resources until professional assistance becomes available.

Studies of behavior following disasters have shown that groups working together in the disaster period perform more effectively if there has been prior planning and training for disaster response. These studies also show that organized grassroots efforts may be more successful if they are woven into the social and political fabric of the community—neighborhood associations, schools, workplaces, places of worship, and other existing organizations.

Effective response, therefore, requires comprehensive planning and coordination of all who will be involved—government, volunteer groups, private businesses, schools, and community organizations. With training and information, individuals and community groups can be prepared to serve as a crucial resource capable of performing many of the emergency functions needed in the immediate post-disaster period. The CERT program trains individuals to be assets to help communities prepare for effective disaster response.

When Disaster Strikes

The damage caused by natural disasters, such as earthquakes, hurricanes, tornadoes, and floods, or from manmade/technological events such as explosions or hazardous materials accidents can affect all aspects of a community, from government services to private enterprise to civic activities. These events:

- Severely restrict or overwhelm our response resources, communications, transportation, and utilities; and
- Leave many individuals and neighborhoods cut off from outside support.

Damaged roads and disrupted communications systems may restrict the access of emergency response agencies into critically affected areas. Thus, for the initial period immediately following a disaster—often up to three days or longer—individuals, households, and neighborhoods may need to rely on their own resources for:

- Food;
- Water; and
- Shelter.

Individual preparedness, planning, survival skills, and mutual aid within neighborhoods and worksites during this initial period are essential measures in managing the

aftermath of a disaster. What you do today will have a critical impact on the quality of your survival and your ability to help others safely and effectively. You will be more resilient to a potentially disruptive event by learning about the likely hazards in your community and your community's plans and protocols, understanding hazard-specific protective actions and response skills, assembling important emergency supplies, and mitigating potential hazards in your home. Subsequently, you will be an important asset to your family, neighbors, and other members of your community.

How CERTS Operate

As each CERT is organized and trained in accordance with standard operating procedures developed by the sponsoring agency, members identify potential meeting locations or staging areas to be used in the event of a disaster.

The staging area is where the fire department and other services will interact with CERTs. Having a centralized contact point makes it possible to communicate damage assessments and allocate volunteer resources more effectively. This is true for all CERTs, whether active in a neighborhood, workplace, school, college/university campus, or other venue.

Damage from disasters may vary considerably from one location to another. In an actual disaster, communities will deploy CERTs as needs dictate. Volunteers should assess their own needs and the priorities of those in their immediate environment first.

CERT volunteers who do not encounter a need in their immediate area should then report to their staging area, and the first volunteer to arrive will become the initial Team Leader (TL) for the disaster response. The TL may pass leadership to someone else as other volunteers arrive. Volunteers who find themselves in a heavily impacted location should send runners to staging areas to get assistance from available resources. Volunteers may use ham radios or similar technologies to increase communication capabilities and coordination.

CERTs provide an effective first-response capability. Acting as individuals first, then as team members, trained CERT volunteers can fan-out within their assigned areas, extinguish small fires, turn off natural gas at damaged homes, perform light search and rescue, and render basic medical treatment. CERTs also act as effective "eyes and ears" for uniformed emergency responders. Trained volunteers also offer an important potential workforce to service organizations in non-hazardous functions such as shelter support, crowd control, and evacuation.

About the CERT Basic Training

If available, emergency services personnel are the best trained and equipped to handle emergencies. Following a catastrophic disaster, however, you and your community may be isolated for an extended period for a myriad of reasons, including the size of the area affected, inoperable communications systems, or unpassable roads.

CERT Basic Training prepares you to help yourself and help others in the event of a catastrophic disaster. Because emergency services personnel will not be able to help everyone immediately, you can make a difference by using your CERT training to save lives and protect property.

This training covers basic skills that are important to know in a disaster when emergency services are not available. With training and practice, and by working as a team, you will be able to protect yourself and maximize your capability to help for the greatest number of people after a disaster.

COURSE OVERVIEW AND OBJECTIVES

The CERT Basic Training provides individuals who complete this course with the basic skills required to respond to their community's immediate needs in the aftermath of a disaster, when emergency services are not immediately available. By working together, CERT volunteers can help save lives and protect property using the basic techniques in this course. The target audience for this course is individuals who desire the skills and knowledge required to prepare for and respond to a disaster.

Overall Course Objectives

Upon completing this course, the participants should be able to:

1. Take steps to prepare themselves, their families, and their communities for a disaster;
2. Describe the function and organization of a CERT program and the role CERTs serve in immediate disaster response;
3. Recognize life-threatening conditions and apply appropriate life-saving techniques, conduct patient head-to-toe assessments, employ basic treatment for injuries, and understand disaster medical operations;
4. Describe the post-disaster emotional environment and the steps that volunteers can take to relieve their own stressors and those of disaster survivors;
5. Identify and reduce potential fire hazards in their homes, workplaces, and neighborhoods and perform basic fire suppression strategies, resources, and safety measures;
6. Describe the most common techniques associated with light search and rescue operations including identifying planning and size-up requirements, searching a structure, debris removal, survivor extrication, and rescuer safety; and
7. Explain current terrorism trends and measures CERT volunteers can take to increase preparedness before and safety during a terrorism incident.

In addition to the overall course objectives listed above, each unit has specific objectives.

COURSE AGENDA

The agenda for this course is outlined below. Please note that some adjustments to the agenda may be required to allow discussion of hazards specific to a community and—depending on class size—to allow all participants to take part in the exercise portions of this course.

Unit	Topics
1	<p>Disaster Preparedness</p> <ul style="list-style-type: none"> • Unit Overview • Community Preparedness: Roles and Responsibilities • Hazards and Their Potential Impact • Home and Workplace Preparedness • Reducing the Impact of Hazards Through Mitigation • CERT Disaster Response • Additional Training for CERT Volunteers • Unit Summary
2	<p>CERT Organization</p> <ul style="list-style-type: none"> • Unit Overview • CERT Organization • CERT Mobilization • Documentation • Unit Summary
3	<p>Disaster Medical Operations — Part 1</p> <ul style="list-style-type: none"> • Unit Overview • Treating Life – Threatening Conditions • Basic First Aid Care • Unit Summary
4	<p>Disaster Medical Operations — Part 2</p> <ul style="list-style-type: none"> • Unit Overview • Mass Casualty Incidents • Functions of Disaster Medical Operations • Establishing Medical Treatment Areas • Conducting Head-to-Toe Assessments • Public Health Considerations • Unit Summary
5	<p>Disaster Psychology</p> <ul style="list-style-type: none"> • Unit Overview • Disaster Reactions • Self-Care and Team Well-Being • Working with Survivors' Emotional Responses • Unit Summary

Unit	Topics
6	<p>Fire Safety and Utility Controls</p> <ul style="list-style-type: none"> • Unit Overview • Fire Chemistry • Fire Size-up Considerations • Firefighting Resources • Fire Suppression Safety • Fire and Utility Hazards • Hazardous Materials • Unit Summary
7	<p>Light Search and Rescue Operations</p> <ul style="list-style-type: none"> • Unit Overview • Safety During Search and Rescue Operations • Conducting Interior and Exterior Search Operations • Conducting Rescue Operations • Unit Summary
8	<p>CERT and Terrorism</p> <ul style="list-style-type: none"> • Unit Overview • Terrorist Goals and Tactics • Preparing Your Community • Active Shooter Situations • Until Help Arrives • Hazmat and CBRNE • Unit Summary
9	<p>Course Review, Final Exam, and Disaster Simulation</p> <ul style="list-style-type: none"> • Unit Overview • Course Review • Final Exam • Disaster Simulation • Exercise Critique and Summary

AFTER CERT BASIC TRAINING

Upon completion of the CERT Basic Training course, you will receive a certificate. Your community may also provide additional documents that will identify you as an emergency response team volunteer during disaster response.

In addition, you should maintain your CERT safety equipment—such as goggles, gloves, and basic first aid supplies—and have them available for use during a disaster. Training in disaster response should not be a one-time event. You should reinforce your skills through follow-up training and repeated practice to maintain the skills necessary for effective response to a disaster.

To maintain your skill level and continually improve performance, you and your team should participate in continuing supplemental training when offered in your area. Working through practice disaster scenarios with other teams will provide opportunities not only for extended practice, but also for valuable networking with teams in the local area.

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Meeting Date	June 17, 2024
Agenda Item	G1 – Neighborhood Liaison Handbook
Attachment	Neighborhood Liaison Final Handbook
Submitted By	Elke van der Werff, Administrative & Communications Coordinator

Item	Neighborhood Liaison
Description	<p>The goal of the Community Engagement Commission is to review and update the Neighborhood Liaison Handbook. The current online version was last revised on May, 2020.</p> <p>Based on recent discussions, staff created an updated Liaison Handbook using parts of the old handbook and suggestions from the commission.</p> <p>We did a gathering of data at the recent Spring Together event of how residents connect and interact with their neighbors these days. This data can be utilized to help update the liaison handbook.</p> <p>Staff took the latest feedback provided by the commission and finalized the handbook</p>
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> • Neighborhood Liaison Final Handbook
Action(s) Requested	Review Final Liaison Handbook

Neighborhood Liaison Handbook

City Contact

Falcon Heights City Hall
2077 Larpenteur Ave. W.
651-792-7600
mail@falconheights.org

Ramsey County Sheriff's Office
Non-Emergency: 651-767-0640
In case of an emergency, always dial 911

Definition of a Neighborhood Liaison

A Neighborhood Liaison is an extension of the Community Engagement Commission that formalizes a more localized outreach community engagement effort. They will provide a more familiar point of access to the assigned neighborhood community while building and strengthening relationships.

Goals

Curate relationships with neighbors to create safe spaces, safe streets and a welcoming community.

- They will spend their time in the community talking with people, collecting suggested ideas, and forming relationships to keep the community connected.
- Help connect residents in your neighborhood by gathering and sharing contact information amongst neighbors or through gatherings of any size. These could include Night to Unite, block parties, cookie exchanges, happy hours, etc.
- Be a communication conduit between the city and your neighbors to help keep residents informed of important city updates and notify the city of concerns in a given neighborhood.

Community Engagement Commission

The Community Engagement Commission (CEC) advises the City Council on matters related to human needs, public awareness or local concerns, and human rights issues. It seeks ways that encourage all citizens to participate in the civic and social life of Falcon Heights. The commission helps plan and facilitate Human Rights Day, the Ice Cream Social, and such other public events as may fulfill its mission.

In the course of its mission, it will:

- Recruit and retain neighborhood liaisons
- Identify areas with no liaison and focus recruitment efforts there.
- Update and distribute a neighborhood liaison handbook
- Implement appropriate Neighborhood Liaison training

- Provide suggestions on how to best communicate with the residents to keep our neighborhoods connected with city government
- Act as a resource for neighborhood activities
- Recognize and work to include renters and apartment residents in Neighborhood Liaison Program plans and activities
- Provide regular reports to the City Council on the Neighborhood Liaison Program
- Attend Neighborhood Liaison training sessions.
- Plan, implement, and evaluate city-wide events to promote community building.
- Begin including Falcon Heights businesses in community engagement efforts.
- Annually elect officers and review CEC's mission and goals progress, establish goals for the upcoming year, and report these to the City Council at their annual retreat

Community Engagement Commission's Role in the Neighborhood Liaison Program:

The Community Engagement Commission (CEC) promotes opportunities for residents to be involved by endorsing and facilitating community outreach events. They will act as a human bridge, defining ideas and activities that help to connect Falcon Heights City Council to the people they serve. The Commission will support the neighborhood Liaison Program and serve as a liaison between neighborhoods and the City Council. It will be the CEC's responsibility to refer concerns and recommendations that it receives from Neighborhoods through their Liaisons to the City Council for consideration.

Does it take a lot of work to be a Neighborhood Liaison?

Absolutely not! Many neighborhoods already have one or some people who already are connected on their blocks or neighborhoods. We want to connect with those individuals to be a point of contact for the city.

There may be occasions to gather liaisons to share concerns or success stories as a group but there will not be more than 3-4 voluntary meetings each year.

What kind of information is the city looking for?

The only contact information that the city will request is that of the individual(s) who volunteer to be connected with the city as a liaison. Any information gathered among neighbors will not be sent to the city, only shared with neighbors.

How will the city support the neighborhood liaisons?

The city will recommend communications, communication techniques and occasions to create neighborhood gatherings throughout the year. For some events, the city may supply kits or supplies to help facilitate events.

Neighborhood Liaison Code of Ethics:

- Respect your neighbors
- Maintain a positive attitude and image
- Maintain local privacy of collected data

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Meeting Date	June 17, 2024
Agenda Item	G2 – Apartment Outreach
Attachment	Apartment Outreach Plan
Submitted By	Elke van der Werff, Administrative & Communications Coordinator

Item	Apartment Outreach Plan
Description	<p>Based on recent discussions, it has been identified there should be more outreach to apartment dwellers to cultivate a sense of belonging in Falcon Heights.</p> <p>Some suggestions:</p> <ul style="list-style-type: none"> - Coffee with Council at larger apartment buildings - Having Apartment buildings participate in Night to Unite <p>CEC has started discussions around an apartment outreach plan. Commissioners have identified that they should write up a script that can be used to reach out to apartment managers and owners. They started discussions around a timeline. They will need availability of 1 or 2 councilmembers.</p>
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> • Multi Family Building Info (4+ Units)
Action(s) Requested	Staff suggest continuing the discussion for apartment outreach plan

Rental Property Address	Manager	Manager's Address	Manager's Phone	Manager's Email
1510 Larpenteur Ave	Donald Sobania	1510 Crawford Ave	651-592-3665	sobaniad@gmail.com
1530 Larpenteur Ave. W. (Falcon Heights Town Square Apartments)	Jamie Pexa and Toshia Fraker	13967 West Preserve Blvd	612-249-5122 (Toshia)	jpexa@capreit.com ; mgr-falconheights@capreit.com
1550 Larpenteur Ave W (Falcon Heights Town Square Apartments)	Jamie Pexa and Toshia Fraker	13967 West Preserve Blvd	952-405-9494	jpexa@capreit.com ; mgr-falconheights@capreit.com
1707 Lindig St	Arnold Kubei	6043 Hudson Rd Suite #340	651-239-2062	arnold.kubei@metrocareservicesmn.com
1830 Larpenteur Ave	Mark Burns (Sagstetter Properties)	1280 Westminister Street #107	651-485-7957	mark@sagstetterproperties.com
1855 Larpenteur	Mike Kukuska (can also talk to Julie Robideau)	Same as Owner	612-366-9786; 763-572-9424	MKUKUSKA@KLEINMANREALTY.COM
1845 Larpenteur	Mike Kukuska (can also talk to Julie Robideau)	Same as Owner	612-366-9786; 763-572-9424	MKUKUSKA@KLEINMANREALTY.COM
1504 Larpenteur Ave	Logan Jacobs (can also talk to Julie Robideau)	5201 E. River Rd, Suite 308	763-572-9424	ljacobs@kleinmanrealty.com
1496 Larpenteur Ave	Brandie Howard	3851 Central Ave NE	612-473-2717	brandieh@apmsmn.com
1634 Snelling Ave	Logan Jacobs (can also talk to Julie Robideau)	5201 E. River Rd, Suite 308	763-572-9424	ljacobs@kleinmanrealty.com
1642 Snelling Avenue	Logan Jacobs (can also talk to Julie Robideau)	5201 E. River Rd, Suite 308	763-572-9424	ljacobs@kleinmanrealty.com
1561 Idaho Ave. N.	Logan Jacobs (can also talk to Julie Robideau)	5201 E. River Rd, Suite 308	763-572-9424	ljacobs@kleinmanrealty.com
1687, 1697, 1707, and 1717 Fry St	Mike Kukuska (can also talk to Julie Robideau)	5201 E. River Rd, Suite 308	612-366-9786; 763-572-9424	mkukuska@kleinmanrealty.com
1466 Larpenteur Ave. W.	Arnold Kubei	6043 Hudson Rd Suite #340	651-239-2062	arnold.kubei@metrocareservicesmn.com
1472 Larpenteur Ave. W.	Arnold Kubei	6043 Hudson Rd Suite #340	651-239-2062	arnold.kubei@metrocareservicesmn.com
1486 Larpenteur Ave. W.	Arnold Kubei	6043 Hudson Rd Suite #340	651-239-2062	arnold.kubei@metrocareservicesmn.com
1800 and 1818 W Larpenteur Ave	Chad Randall Johnson (Falcon View Apartments)	PO Box 305	612-558-1000	lexmarproperties@aol.com ; chad.falconview@gmail.com
1750 Larpenteur Ave (The Hendrickson)	Kara Ross	1750 Larpenteur Ave W	651-330-2278	hendricksoncm@peakliving.com
1490 Larpenteur Ave	John Patrick McDonald	22632 Michael Ave	651-269-6944	N/A
1707 Tatum	Thomas Brama	3020 Old Hwy 8	612-232-7647	tbrama@comcast.net
1688 Arona	Gary Carlson (Birch Terrace)	1600 Englewood Ave #100	651-659-9999	lakecarlson@gmail.com
1511 Larpenteur	Gary Carlson (Birch Terrace)	1600 Englewood Ave #100	651-659-9999	lakecarlson@gmail.com
1710, 1720, 1730, 1740 Larpenteur Ave	Adriana Rodriguez	1740 Larpenteur Ave W, Suite #1G	651-772-6960 (Kate Hurley); 651-647-1890	larpenteurmanor@pmsi.biz ; knhurley@pmsi.biz
1667 Snelling Ave N (Amber Union)	Speak to Frances Cuenca from Halverson and Blaiser Group, LTD, the property management co.	275 East 4th Street, Suite 735	651-227-7053	fcuenca@hbgltd.net

Updated 3/21/2024

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Meeting Date	June 17, 2024
Agenda Item	G4 – Ice Cream Social
Attachment	Ice Cream Social Flyer
Submitted By	Elke van der Werff, Administrative & Communications Coordinator

Item	Ice Cream Social
Description	Ice Cream Social will be held on Thursday, July 20 from 5 PM to 7 PM at Community Park. In previous years, the CEC has helped with outreach to apartment buildings to promote the event. Other items to discuss would be elements the commission would like to include at the event, such as introducing the updated the liaison handbook.
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> • Ice Cream Social Flyer
Action(s) Requested	Discuss community Ice Cream Social items



JOIN US FOR AN

ICE *Cream* SOCIAL

In addition to FREE ice cream treats, enjoy FREE hot dogs, chips and water, along with live music and outdoor games!

THURSDAY, JULY 20 - 5:00 TO 7:00 PM

COMMUNITY PARK
2050 ROSELAWN AVE. W.
FALCON HEIGHTS

