Security Plan

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St. Cloud
Area Planning Organization (APO)

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The St. Cloud APO is an advisory body committed to coordinated, fair and mutually beneficial long-range planning on issues transcending jurisdictional boundaries, for the betterment of the entire St. Cloud Area.

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I. INTRODUCTION

Security is an important component of the metropolitan transportation planning process. Metropolitan planning organizations are charged with considering ways to increase the security of the transportation system for motorized and non-motorized users. Security has been designated as a new, stand-alone planning factor by the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), the current federal transportation legislation.

Since 1957, Minnesota has had 40 Presidential declarations for major disasters. Every county in the state has been included in one or more of these declarations. In addition, local governments have responded to countless emergencies and disasters that did not result in Presidential declarations. In fact, local governments have done an exemplary job in responding to these events. Consequently, because of additional looming threats, we must be better prepared to mitigate, respond to, and recover from emergency situations.

Providing for security also includes planning for natural disasters. Security includes the planning to prevent, manage, or respond to threats to the region and its transportation system. Some of the threats to the APO area's transportation system include attacks on highways, bridges, and transit facilities, attacks on vehicle inventory such as buses, trolleys, commuter trains (AMTRAK), and attacks on transit stations.

The four phases of emergency management – *mitigation, preparedness, response, and recovery* – are ongoing, interdependent, and to some degree, overlapping. To ignore the actions required by any one of the four phases jeopardizes the jurisdiction's overall ability to "manage" disasters and emergencies. The purpose of this Plan is to provide a variety of tools to help mitigate hazards, prepare for emergencies, and enhance the response and recovery phases of any emergency situation.

Background

Many major natural disasters and extreme weather phenomenon, such as extreme cold, floods, ice storms, thunderstorms, tornadoes, wildfires, and winter storms can affect the St. Cloud metro area. In addition, other major disasters include those involving chemicals or hazardous materials releases or spills, train derailments, water contaminations, power outages and nuclear disasters.

Emergency response, preparedness and security control measures have changed dramatically since September 11, 2001. To better understand and prepare for emergency situations, SAFETEA-LU mandates that all MPOs develop a security plan as part of the long-range transportation plan that addresses the roles of the MPO, public transportation providers, and Mn/DOT. The Plan should also identify critical facilities and transportation system elements while incorporating a set of goals and strategies that addresses how emergency response and security situations will be met.

Purpose

The St. Cloud metropolitan area jurisdictions have many resources available to respond to any major disaster or emergency situation. There are facilities and equipment at strategic locations throughout the metro area and government and non-government personnel to assist. The Security Plan (Plan) assists with the coordination of resources to make sure that support is provided throughout the metro area. It will also create a stream of continuity for all agencies involved during times of crisis.

The purpose of the Plan is to also assist with emergency situations and major disasters by providing guidance ensuring proper protocol is followed for differing situations. The Plan allows communities and agencies to collaborate in planning, communication, information sharing, and coordination activities before, during and after emergency situations.

Many St. Cloud metropolitan area jurisdictions also have emergency plans and procedures, separate from this Plan. Early communication and coordination should take place during emergency situations to make sure proper procedures and Plan implementation is agreed upon.

Emergency Response Planning Process

Planning for security for the APO planning area is the responsibility of many agencies and entities. Their work in this area is interrelated and responsibilities sometimes coincide, as security depends on extensive communication and coordination, in both the planning and execution of security measures.

During an emergency response, a first responder is expected to recognize the presence of dangerous goods, protect oneself and the public, secure the area, and call for the assistance of trained personnel as soon as conditions permit. Steps outlined in the Stearns County/City of St. Cloud Emergency Operations Plan for obtaining qualified assistance should be followed during emergency situations. During emergency disasters or situations the APO should also coordinate with the Mn/DOT D3, Benton County and Sherburne County Emergency Plans. Procedures should default to the Federal Emergency Management Agency (FEMA) if they are not specified in the Stearns County/City of St. Cloud Emergency Operations Plan. A copy of FEMA emergency procedures is available electronically on the APO website (www.stcloudapo.org).

All APO associated agencies and organizations will be notified as soon as possible to set in motion a series of events based upon the information provided. Actions may range from dispatching additional trained personnel to the scene to activating the local emergency response plan. Local fire and police departments will also be notified.

Secondary steps will include contacting the appropriate State and National emergency response agencies (i.e. Federal Emergency Management Agency (FEMA), Minnesota State Patrol, and Minnesota Department of Public Safety: Homeland Security & Emergency Management, etc.).

Upon receipt of a call describing the nature of the incident, the agency should provide immediate advice on handling the early stages of the incident.

When disaster strikes, there is the responsibility to provide information to people affected by the disaster. The goal should be to disseminate information in a manner that is timely, accurate, consistent, and easy to understand. The information must explain to people what to expect and what not to expect.

Distribution of Public Information should include strategies that:

- Instill confidence in the community that all levels of government are working in partnership to restore essential services and help individuals begin to put their lives back together
- Work with the media to promote a positive understanding of federal, state and local response, recovery, and mitigation programs
- Provide all target markets with equal access to timely and accurate information about disaster response, recovery, and mitigation programs
- Manage expectations so that disaster victims have a clear understanding of all disaster services and programs available
- Support efforts to reach disaster victims with specific program information

Immediately following an incident, disaster response and recovery operations are primarily handled by local and state emergency response and relief organizations. Emergency needs for clothing, food, shelter, and medical assistance are usually handled by local resources including the American Red Cross and other voluntary organizations active in disasters. Public affairs will be handled at the state and local levels.

Agencies Involved in APO Security Planning

Security planning for the APO area is conducted jointly on a multi-modal basis by and among the federal, state, regional and local agencies listed below. The various law enforcement and other public safety agencies that have the most involvement in security planning are listed. The primary three agencies, beyond local jurisdictions, that are involved with security planning for critical transportation facilities and infrastructure are the APO, MetroBus and the Minnesota Department of Transportation (Mn/DOT). Each plays an important role in the coordination process.

Federal

- Department of Homeland Security
- Federal Aviation Administration (FAA)
- Federal Emergency Management Agency (FEMA)
- Federal Highway Administration (FHWA)
- Federal Transit Administration (FTA)
- U.S. Department of Transportation (USDOT)

State

- Minnesota Department of Agriculture
- Minnesota Department of Health
- Minnesota Department of Natural Resources
- Minnesota Department of Public Safety
    - Driver and Vehicle Services
    - Homeland Security & Emergency Management
    - Pipeline Safety
    - State Fire Marshall
    - State Patrol
    - Traffic Safety
- Minnesota Department of Transportation (Mn/DOT)

Mn/DOT Role

The Minnesota Department of Transportation (Mn/DOT), through its Office of Traffic, Security and Operations, manages and coordinates emergency response efforts for much of the Twin Cities metropolitan area and out-state Minnesota. Some of the responsibilities carry over into the Mn/DOT District 3 where the St. Cloud metropolitan area is located. The APO coordinates emergency response with Mn/DOT's D3 Emergency Plan.

In the 1970's, Mn/DOT began its freeway traffic management efforts by building a Regional Traffic Management Center (RTMC) for primarily the Twin Cities metropolitan area. Since that time, management efforts have shifted north to the APO planning area. Mn/DOT's Traffic Operations unit is responsible for managing traffic safety and security on primary area roads with the use of variable (electronic) message signs and closed circuit (surveillance) television cameras.

Mn/DOT has also increased safety and security measures throughout the State by implementing the 511 service (www.511mn.org). In July 2000, the Federal Communications Commission (FCC) designated "511" as the national traveler information telephone number. Mn/DOT was one of the first State DOT's to implement the service. The service helps commuters and travelers access information regarding weather-related road conditions, construction and congestion, which can be affected during emergency situations, via the web or phone – 24/7. The information for the 511 service originates from the Condition Acquisition and Reporting System (CARS) is the primary source of data for 511 services. Mn/DOT and State Patrol staff from dispatch centers, the field and the Regional Traffic Management Center (RTMC) use this system to maintain real-time information about travel conditions throughout the state.

Regional

- St. Cloud Area Planning Organization
- St. Cloud Metropolitan Transit Commission (MetroBus)

St. Cloud Area Planning Organization (APO) Role

The APO maintains the Security Plan and coordinates facilitation of planning, communication, information sharing, and coordination activities before, during and after emergency situations primarily with Stearns County and the City of St. Cloud. In September 2006 Stearns County and the City of St. Cloud completed an area Emergency Operations Plan. The Emergency Operations Plan designates an Emergency Management Director to serve in a staff capacity to the County Board of Commissioners, serve in a staff capacity to the City Mayor, and act as liaison with respect to obtaining state and federal level resources. Emergency procedures for the APO default to the Stearns County/City of St. Cloud Emergency Operations Plan and then to the Federal Emergency Management Agency (FEMA) emergency procedures in the Plan appendix.

The APO will coordinate on emergency response with the Stearns County/City of St. Cloud Emergency Management Director, who will then communicate information and procedures down through the county/city organizational structures that has been set-up in the area Emergency Operations Plan. If an area jurisdiction is not included on the organizational structure, the APO will act as the intermediate coordinating agency for providing procedural information.

St. Cloud MetroBus Role

The agency of government responsible for mass transit security operations in the St. Cloud metropolitan area is the St. Cloud Metropolitan Transit Commission (MetroBus). The Commission is the governing body of the St. Cloud Metropolitan Area, a political subdivision of the State of Minnesota and has authority to levy a direct property tax within the transit area. The legislation creating the Commission is found in Minnesota Statutes 458A.

The power to own and operate the public transit system is outlined in the Commission's enabling legislation. The Commission owns all of the transit buses, materials and supplies necessary for the operation of the transit system. The Commission may acquire by purchase, lease, gift, or condemnation proceedings any real or personal property, franchise, easements, or other rights which may be necessary or proper to the operation of the Specialized Service System including the purchase of real property, for use as terminal or transfer facilities, ramps, or parking areas.

The Commission has an agreement with the APO to provide the following transit planning activities: Overall coordination of short and long-range transit planning and programming, assistance in major planning activities, and technical assistance in monitoring FTA Section 15 transit reporting requirements.

In reviewing operations and in determining Commission policy, the Commission is also aided by legal counsel and an auditor. The Commission's legal counsel provides assistance in such varied areas as insurance, tax levies and legislative and agency liaison. While much more intermittent than legal services, the Commission's auditor aids the Commission in maintaining accurate and sound financial recording and budgeting practices and procedures per Federal audit

requirements. Annual reviews of expenditures and procurement methods of the Commission are made to determine the propriety of Commission expenditures.

The Commission has been directly responsible for the day to day operations and management of the transit system, including security management since July of 1986.

Local

- Counties of Benton, Sherburne & Stearns
- Cities of Rockville, Sartell, Sauk Rapids, St. Augusta, St. Cloud, St. Joseph, St. Stephen, St. Wendel, & Waite Park
- Townships of Brockway, Haven, Minden, LeSauk, Sauk Rapids, St. Wendel, & Watab

The FHWA provides guidance on planning for security, particularly for transportation agencies. FHWA promotes the installation of visible security measures such as Intelligent Transportation System (ITS) infrastructure such as closed-circuit television cameras and electronic message boards and signs, lighting improvements, and control of unauthorized access to critical locations.

Several Minnesota agencies have security responsibilities under SAFETEA-LU including the APO. Two other specific agencies having security planning roles for the St. Cloud metropolitan area include MetroBus, the regional public transportation provider and Mn/DOT District 3, the Minnesota Department of Transportation district office. Below are descriptions of each agency role for security planning in the St. Cloud area.

II. FEDERAL GUIDANCE & REQUIREMENTS

SAFETEA-LU

As of July 1, 2007, the APO's Long-Range Transportation Plan (i.e. 2030 Plan) must be in full compliance with Sections 1107 and 6001 of Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). Changes in SAFETEA-LU continued to expand on and create new criteria set forth in the previous surface transportation bills, more specifically environmental mitigation activities.

In accordance with SAFETEA-LU, the APO has assessed the following potential steps for closing SAFETEA-LU gaps and incorporated the findings in the Security Plan:

- Review the current metropolitan transportation plan for emergency planning and security elements.
- Incorporate the transit system security program plan that is required for all rail systems.
- Define the role of public transportation (MetroBus), the APO, and Mn/DOT in promoting security in the St. Cloud metropolitan area.
- Identify critical facilities and transportation system elements such as the transit system, railroad facilities, navigational waterways, interstate systems and national highway system routes.
- Develop security goals and strategies that apply to the St. Cloud metropolitan area.

III. SECURITY PLAN IMPLEMENTATION

Goals and Strategies

The tragic events of September 11 have compelled us to consider how to secure America's facilities and transportation assets. Protecting the public requires a systematic evaluation of vulnerabilities and measures to improve emergency response capabilities, upgrade traffic management during crises, and enhance communications among the public, the military, law enforcement, and rescue services.

Preventing terrorist attacks on our transportation system is only one element of homeland security. Others include improving security from natural disasters, expediting the deployment of military units and enhancing economic security by keeping America moving.

Based upon SAFETEA-LU security plan provisions, several goals and strategies have been established and are below.

Goal #1: Establish partnerships with other federal, state, and local governmental agencies to promote continued interagency cooperation.

Strategies:
- Provide timely and early opportunities for comprehensive public input into the development of plans and programs.
- Establish regular collaborative decision making opportunities with the Stearns/St. Cloud Emergency Development Director, emergency response stakeholders, and other cities and counties to develop security plans and programs.
- Identify and collaborate with other state and local agency efforts and/or private sector efforts to enhance security planning for the transportation system.

Goal #2: Provide safe and secure facilities and transportation infrastructure for residents, visitors and commerce in the St. Cloud APO planning area.

Strategies:
- Reduce injuries, fatalities and property damage for all modes of transportation.
- Minimize security risks at airports, rail stations, rest areas, on roadways and bikeways, and public transportation facilities throughout the St. Cloud metropolitan area.
- Improve disaster, emergency and incident response preparedness and recovery.
- Assess security vulnerabilities, while minimizing redundancies through agency coordination.

Goal #3: Provide resources for emergency situations and major disasters while improving security and safety-related incident(s) response.

Strategies:
- Participate in regional planning for safety and security initiatives, such as evacuation measures and homeland security.
- Increase funding for motor carrier security.
- Assess existing resources, while periodically re-evaluating emergency preparedness procedures.
- Improve protection of critical, security-related infrastructure key facilities.

IV. SYSTEM SECURITY & IDENTIFIED CRITICAL ELEMENTS

Aviation

The City of St. Cloud owns and operates the St. Cloud Regional Airport. The airport is located off of Trunk Highway 10, on Del Tone Road (Sherburne County Road 7). Conveniently located 50 miles northwest of the Minneapolis/St. Paul Metropolitan Area, it serves as the gateway to central Minnesota for air travel. Since 1969, the St. Cloud Regional Airport has provided a direct link to the Minneapolis/St. Paul International Airport-providing a vital connection to the Nation's air transportation system. Many area businesses, aviation enthusiasts, and students have benefited from the airport and the economic development the facility has and will continue to foster. The Airport is widely regarded as the fastest growing airport in the region, serving private, commercial and corporate operations.

Airports play an important role in guiding the development of a safe, affordable, and balanced transportation system by providing effective passenger and freight transportation (see Chapter 7: Freight). The Airport primarily serves smaller corporate and private planes, with limited commercial service. Northwest Airlink/Mesaba Aviation provides commercial air service to the St. Cloud Area offering roundtrip service daily with five arrivals and departures to/from the Minneapolis/St. Paul International Airport.

Serving the needs of the central Minnesota, St. Cloud Regional Airport (STC) is a Part 139 commercial airport, which provides services and amenities that attract a wide array of general aviation aircraft. Boasting roughly 100 based aircraft and firm commitments from local and state leaders, St. Cloud Regional Airport is poised for continued expansion for decades to come.

Together, the City of St. Cloud and the Federal Aviation Administration are responsible for providing security to the St. Cloud Regional Airport and its users. For added security, the airport has increased security measures at the airport that include monitored surveillance of airport property by airport security, video surveillance cameras, fenced grounds, and luggage and passenger screening by Transportation Security Administration (TSA) personnel.

Also part of the airports safety and security measures is the Aircraft Rescue & Fire Fighting unit. Aircraft Rescue and Fire Fighting (ARFF) is charged with serving and protecting the aviation users of the St. Cloud Regional Airport. Located on-airport and staffed full-time, ARFF is available 24 hours a day, 365 days a year. St. Cloud Regional ARFF is classified as Index A ARFF, thus being equipped for aircraft up to 90 feet in length. Larger aircraft requirements will be met with prior arrangements with the airport administration.

Critical Aviation Facilities & Transportation System Elements

The APO has identified the following critical aviation facilities and transportation system elements in the St. Cloud metropolitan area.

- St. Cloud Regional Airport

Freight

The Minnesota State Patrol and county sheriffs (Benton, Sherburne & Stearns) are primarily responsible for providing security on the APO's freight network. Many security measures are already in place for the St. Cloud area freight system, with additional planning in the near future.

The Minnesota Department of Transportation has a Statewide Freight Management Plan that includes a discussion on freight safety and security. Many of the security measures found on highways coincide with freight security measures. A discussion of Burlington Northern-Santa Fe security initiatives is located under the "Rail" sub-heading.

Mn/DOT's Freight Planning and Development Unit review the Department's role in freight transportation and develop strategies to improve knowledge and integration of freight transportation into policy, planning and investment processes. The goal is to make better decisions which, wherever possible, improve or augment freight transportation service productivity, safety and security. By doing so, Mn/DOT enhances its contribution to our competitiveness in the regional, national and global markets by:

- Ensuring freight transportation needs are incorporated in planning and investment processes.
- Building freight partnerships that promote the exchange of information, ideas and opportunities between the shipping communities.
- Enhancing the efficiency of goods movement in Minnesota and support economic growth through policies and programs that optimize a multimodal transportation system.
- Promoting transportation safety, efficiency and productivity through innovation, research and education.

Freight Security initiatives include:

- State permitting for haulers
- Mandatory freight check-points (roadside

- Commercial vehicle requirements
- Restricted travel times
- Specific restrictions for hazardous material haulers
    - Background checks
    - Carrier safety ratings & assessments
    - Preferred hazmat routing
    - Safety audits & surveys
    - Security training program

Critical Freight Facilities & Transportation System Elements

The APO has identified the following critical freight facilities and transportation system elements in the St. Cloud metropolitan area.

- Burlington Northern-Santa Fe Railway & Rail Yard
- Freight Transfer Stations
- Interstate 94 & Interchanges with Trunk Highway (TH) 15 & 23
- Interstate 94 & Interchanges with County Road (CR) 2 & County State Aid Highway (CSAH) 75
- TH 10 & Interchange with TH 23
- TH 15 & 23
- TH 10 Rest Area

Highway

There are several agencies responsible for highway security in the St. Cloud metropolitan area. Agencies include the Minnesota Department of Transportation (Mn/DOT): Traffic Management/Operations Center and state (Minnesota State Patrol) and local law enforcement and security for area roadways. Effective coordination and communication of these agencies is crucial during emergency situations. The Minnesota State Patrol provides security on Minnesota's interstates and other state-owned roads.

Security is provided through the following techniques:

- Routine road patrols
- Flight patrols
- Crash and criminal investigations

The Mn/DOT: Traffic Management/Operations Center is located at the District 3 St. Cloud office adjacent to TH 15. The Traffic Management/Operations Center uses ITS technology including electronic message signs, traveler information hotline, and video surveillance cameras. Traffic management information is streamed directly to the district office for real-time monitoring

Critical Highway Facilities & Transportation System Elements

The APO has identified the following critical highway facilities and transportation system elements in the St. Cloud metropolitan area. Many of the facilities and elements mentioned below are also previously mentioned under *Freight*.

- Burlington Northern-Santa Fe Railway Bridge over Trunk Highway (TH) 15
- Interstate 94 & Interchanges with TH 15, 23, County Road (CR) 2 & County State Aid Highway (CSAH) 75
- TH 10 & Interchanges with TH 23, Benton Drive, Golden Spike Road, CR 29, & CR 33
- TH 15 & 23

Rail

In the United States, a large percentage of hazardous materials are transported over rail. With this in mind the APO and all of the St. Cloud metropolitan area jurisdictions strive to follow the recommended security action items for the rail transportation of (toxic inhalation) hazardous material by the United States Department of Homeland Security (DHS) and Department of Transportation (DOT). Movement of large quantities of hazardous materials by rail in proximity to population centers warrants special consideration and attention. These materials have the potential of causing significant numbers of fatalities and injuries if intentionally released in an urban environment.

Security action items have been identified by the Department of Homeland Security (DHS) and the Department of Transportation (DOT). Security action items were developed specifically for the transportation of hazardous materials by rail, however, many pertain to the transportation of hazardous materials by other modes of transportation. This Plan strives to adhere to the requirements for the transportation of hazardous materials found in 49 CFR Part 172, Subpart I.

<u>Burlington Northern-Santa Fe (& Amtrak) Security</u>

A subsidiary of Burlington Northern-Santa Fe (BNSF) Corporation, BNSF Railway Company operates one of the largest railroad networks in North America, with about 32,000 route miles in 28 states and two Canadian provinces. BNSF is among the world's top transporters of inter-modal traffic, moves more grain than any other American railroad, transports the components of many of the products we depend on daily, and hauls enough low sulfur coal to generate about ten percent of the electricity produced in the United States.

To increase security along its' extensive rail network, BNSF's has increased several security measures including the Resource Protection Solutions program. The Resource Protection Solutions program is composed of a Resource Protection Solutions Team; the Police and Protection Solutions; Training and Development Solutions; Load, Ride, and Claims Solutions; Special Investigations; and Administrative Solutions Teams. Teams are responsible for the protection of all BNSF resources covering 33,000 route miles in 28 states and two Canadian

provinces, and more than 38,000 BNSF employees. Physical facilities include hundreds of buildings and more than 5,000 locomotives and 190,000 freight cars. Daily freight and passenger train starts average 1,200, and 232, respectively.

Keeping America's rail transportation network safe from crime and terrorist activity is a high priority for the BNSF railroad. In addition to the BNSF Police and Protection Solutions, a volunteer program for rails fans has been set-up that allows individuals to register to be a rail security steward. Rail fans can register for the program by going to the Citizens United for Rail Security (CRS) Web site (http://newdomino.bnsf.com/website/crs.nsf/request?open). CRS participants receive an official identification card along with access to news and information on the BNSF CRS Web site. CRS members and the public then report suspicious activity by calling (800) 832-5452, where information is taken by a BNSF representative and routed for appropriate response.

The CRS program is an outgrowth of another BNSF grassroots program, called BNSF ON GUARD, which encourages employees to report suspicious activities, trespassers or individuals to BNSF's Resource Operations Call Center (ROCC). The BNSF ON GUARD program, which started in 2003, has been successful, with more than 200 employees reporting suspicious activities since its inception. Employees have reported theft, vandalism, arson, attempted suicide, and other criminal violations, threats to safety, or unusual events on or near railway properties.

Critical Rail Facilities & Transportation System Elements

The APO has identified the following critical rail facilities and transportation system elements in the St. Cloud metropolitan area.

- Burlington Northern-Santa Fe Railway Bridge over Trunk Highway (TH) 15
- Burlington Northern-Santa Fe Railway & Rail Yard

Transit

Local law enforcement and the Metropolitan Transit Commission (MetroBus) are responsible for providing security on the APO's transit network. Transit security involves addressing issues such as the security infrastructure and the lack thereof, gaps in transit security and where security could be increased.

<u>MetroBus Transit Security</u>

MetroBus, the regional public transportation provider uses several methods to address transit security and are listed below. Transit security initiatives include:

- Accessible alarms (fire & police)
- Transit call-boxes
- Closed-circuit television cameras on buses and routes

- Global positioning system on buses
- Increased security at transit transfer stations
- Random patrol of transit routes
- Electronic message boards

MetroBus, St. Cloud's main public bus transit provider, created a safety and security plan in the late 1980's that takes into account many of the planning guidance ideas set forth in the U.S. DOT's *Transit System Security Program Planning Guide*. In addition to the above mentioned security initiatives provided in the Transit System Security Program, MetroBus also administers specific safety and security requirements for all employees.

Management Requirements

Minimizing uncertainty is a prominent objective of safety management at Metro Bus. Uncertainty about safe procedures to use in operations may greatly reduce the systems employee's self-confidence and satisfaction in performing their jobs. Providing a safe, worry-free atmosphere is essential for the proper functioning of Metro Bus. A safety management program with the objective of minimizing uncertainty, therefore, can create a more pleasant working environment and thus can eliminate grievances and/or turnover of employees.

Another management objective of the safety program is to avoid public criticism. Every transit manager is concerned about a serious accident in which there is a new driver, a defective vehicle, inadequate managerial direction or a combination of these three and which generates extensive local media publicity. This safety program is designed to build management credibility in the event of an unavoidable accident to indicate that the system has taken every possible action to avoid the accident. Also, that proper training was given to all involved in the process of reporting and investigating accidents.

Metro Bus management personnel are responsible for decisions made regarding the following duties:

- Select and motivate transportation and maintenance personnel who will operate the system in a manner that ensures the safety management program is carried out.
- Make sure that drivers, dispatchers and mechanics are trained properly.
- Select drivers who are physically and emotionally fit to drive without subjecting passengers to undue risks.
- Provide proper maintenance procedures, facilities and funds to keep vehicles in safe condition.
- Provide and maintain equipment in good operating condition.
- Discharge known incompetent employees or give training to establish needed skills.
- Management must make sure all employees know their responsibilities, who is in charge and who to report to concerning all aspects of operation.
- Conduct periodic employee performance appraisals which are fair and thorough, allowing for follow-up on all matters for both the manager and employee.

- Investigate and remedy any unsafe condition identified by any Metro Bus employee and monitor all SMP areas to identify the agencies changing risks and safety management requirements.

Employee Requirements

The driver has a duty to the patrons and the general public to protect their lives and property by driving the vehicle in a reasonably safe manner, as do all drivers using the public roads and highways. The driver must use safe procedures to transport passengers. The driver will inspect the vehicle for any mechanical or other defects before its use. This pre-trip inspection ensures that the bus is in safe operating condition and all safety equipment is in proper working condition. The driver is responsible for driving the vehicle in a defensive manner to attempt to avoid any accident; whether or not it is preventable. In the case of an emergency, the driver will know how to assist and/or to obtain assistance to protect the passengers from further injury. The drivers duty to the passengers includes performing actions that a responsible person would be expected to perform in order to prevent harm occurring to the passengers. The driver must at all times exercise due care.

The dispatcher has a duty to the drivers and management to make sure each and every bus is on schedule and each route is filled. The dispatcher will radio assist drivers along their routes and in case of emergency, notify the proper authorities and/or management representatives per dispatch emergency manual procedures.

The mechanic has a duty to perform thorough preventative maintenance inspections as they become due. Vehicles must be diligently checked for improperly operating or worn parts or systems. All preventative maintenance and other normal repairs must be done in the proper manner to insure mechanically safe vehicles for operations.

The fuelers and cleaners have a duty to note to management any unsafe equipment or conditions during the course of work.

All employees have a duty to perform their work safely and to not use machinery, equipment, or Metro Bus vehicles in an unsafe manner. Employees further have a duty to bring unsafe equipment or conditions immediately to their supervisor.

All employees go through required employee performance appraisals with their respective managers. Any matter of concern brought up in the appraisal will be followed up by both the manager and employee, providing fairness and thoroughness.

The Metro Bus Safety Committee, which meets quarterly, is a management/employee commitment to providing a healthy and safe working environment for all personnel. The key elements of the safety committee are employer/employee relations, employee pre-service and in-service training, preventative and regular maintenance programs, accident prevention and safety awareness.

The purpose of the safety committee is to ensure that management and employees are aware of the risks that are related to daily Metro Bus operations by:

- Demonstrating to all employees that Metro Bus is intent on managing potential hazards which may lead to employee accidents, injuries, or illness.
- Formally committing Metro Bus to identify, investigate and review information related to risks possessing the potential for accidents, injuries, or illness.

These committees have endorsed the SMP based on the premise that every employee is entitled to a safe and healthful work environment. Metro Bus's SMP is designed specifically for the protection of employees and passengers. Management and all employees are directed to make safety and loss prevention a top priority.

We believe every employee is concerned for his or her own safety and the safety of coworkers and will recognize that these rules and policies are for their protection. The goals set for the SMP are achieved through a cooperative effort among all employees and management. Safe work habits and the awareness and knowledge of all safety rules and policies are a condition of your employment at Metro Bus. All employees are required to attend training to become familiar with rules and policies and to abide by them. These rules and policies will be enforced just as any other company policy. Failure to comply can result in reprimand, suspension or employment termination.

All employees are encouraged to make suggestions that will assist in maintaining safe work conditions and should bring these suggestions to their supervisor's attention. The supervisors will act on the suggestion or refer it to the Safety Committee for consideration. It is through our joint participation that accidents can be prevented, but only you can make safe work practices a habit.

Critical Transit Facilities & Transportation System Elements

The APO has identified the following critical transit facilities and transportation system elements in the St. Cloud metropolitan area.

- Amtrak (St. Cloud) station
- Local & state roadways (where transit providers operate)
- MetroBus stand-alone transit stops
- MetroBus transit hub
- MetroBus offices
- Regional MetroBus transit routes

Waterways

There are no known significant navigable waterways in the APO planning area. The Mississippi River traverses the St. Cloud metropolitan area but is not navigable. Although the River is classified as not navigable, sensitivity of the River and procedures should be further developed if non-transportation emergencies occur and impact the Mississippi River. Procedures should be developed in the next update of the APO Long-Range Transportation Plan (i.e. 2035 Transportation Plan).

Other

In addition to critical transportation facilities and infrastructure, this Plan identifies other facilities in the St. Cloud metropolitan area that would impact mass populations if emergency situations occur.

*Other identified facilities include:

- Crossroads Mall
- Hospitals & Clinics
    - Abbott Northwestern Clinics
    - CentraCare Clinics
    - St. Cloud Hospital
    - St. Cloud Medical Group Clinics
    - Veterans Administration Hospital
- Jurisdictional Governmental Buildings
    - City of St. Cloud
    - City of St. Joseph
    - City of Sartell
    - City of Sauk Rapids
    - City of Waite Park
    - Minnesota Department of Transportation, District 3: St. Cloud office
    - Benton, Sherburne, & Stearns County
- Metropolitan Athletic Complex (MAC)
- Power Plants
    - Excel's Sherburne County Coal Operated Power Plant
    - Monticello Nuclear Power Plant
- Schools & Universities
    - Sartell High School
    - Sauk Rapids High School
    - St. Cloud Apollo High School
    - St. Cloud Tech High School
    - St. Cloud State University
- Utilities
    - Pipelines
    - Transmission Sites
    - Water Treatment Plants

*Note: The list of *other identified facilities* (above) is not a comprehensive list of all facilities in the St. Cloud metropolitan area, rather a large cross-section covering the majority.

School Security

The Minnesota Department of Public Safety, a Division of Homeland Security and Emergency Management has put together a Guide to Emergency Planning and Disaster Preparedness as a guide for all schools. The materials provided in the guide are intended to be general guidelines and should be customized for each school building and coordinated with district policy and community emergency response plans.

Specific procedures in the guide are arranged loosely in chronological order. Some procedures may be handled simultaneously by different groups of people working as a team. Building and district response systems, advance planning and assigned responsibilities will dictate the order of procedures in each school building.

Emergency Planning

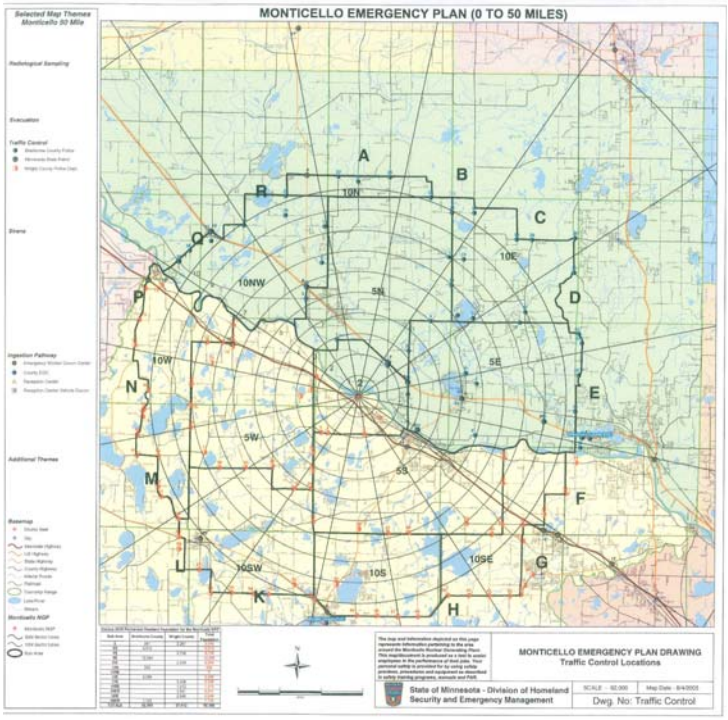
The state and its counties and communities create response plans for all types of emergencies. Our schools are an integral part of a coordinated response plan. Emergency response planning should be done at the school district level by forming multi-disciplinary teams to develop crisis management plans. Individual school buildings should also have plans developed cooperatively with community emergency response experts.

To ensure effective and timely execution of school emergency plans, staff must be trained in emergency response procedures. Drills and exercises are essential parts of emergency planning. They provide a real test of staff and student awareness and the plan's effectiveness. Exercises are more effective if they vary throughout the year. Try changing the times and blocking the routes for fire drill evacuation. Include a hazardous material scenario in a fire drill or host a community emergency response drill using a school emergency scenario. Plans, procedures and training should be updated annually based on the results of these drills.

Communications

In an emergency, external communication is crucial to a successful response and to community relations. This issue is addressed in the sections on media procedures and emergency phone numbers. Internal communication among buildings and district offices is even more critical. Emergency communications plans need built-in redundancies. This guide includes instructions for paths of communication among administrators, staff, teachers, district officials and community emergency responders. Linking people through multiple means of communication is the key to a quick and accurate response.

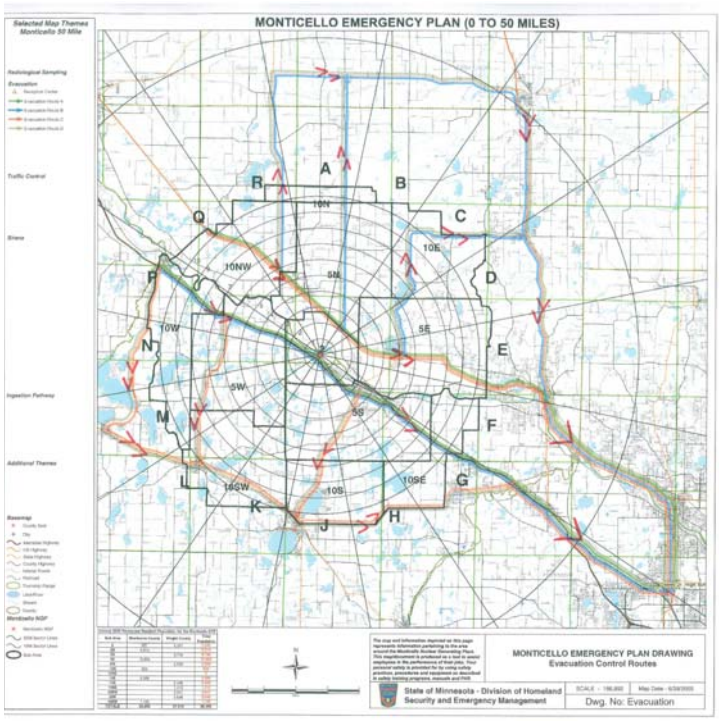
Power Plant Security (Monticello Nuclear)



Radiological Emergency Preparedness is a comprehensive program involving response from a variety of agencies and organizations. The purpose of the program is to ensure the health and safety of the public is protected in the event of a radiological emergency at the Monticello nuclear generating plant. The following is a description of the planning and response process that supports this purpose.

The Monticello plant is located near the city of Monticello and is owned by Xcel Energy and operated by the Nuclear Management Company (NMC).

During radioactive emergencies Reception Centers are activated and equipped to assist people that may be evacuated from the affected area. For residents living around the Monticello plant, the general population reception centers are at the Rogers High School and Princeton High School, additional sister/host school reception center for students are located at Cokato-Dassel, Rockford, Zimmerman, Princeton, and Maple Grove.



The Departments of Health, Agriculture and Natural Resources have the primary responsibility for planning for and implementing protective actions for the ingestion pathway. At the time of an emergency response, other state agencies will assist in making recommendations and carrying out decisions through their participation on an Ingestion Pathway Task Force (IPTF). In addition to the Departments of Health, Agriculture and Natural Resources, the IPTF consists of representatives from the Department of Public Safety Division of Homeland Security and Emergency Management (HSEM), Communications and the State Patrol.

Although planning and implementation is primarily a state function, it is recommended that counties located within the ingestion pathway zone coordinate and support state and federal response activities within their county.

All three counties that make up the APO planning area are located in the ingestion pathway planning zone for the Monticello nuclear power plant. Evacuation routes specified in the Emergency Plan are all directed away from the St. Cloud metropolitan area. Control points for local and state law enforcement have been planned to aid in the evacuation of affected areas during radiological emergencies.

IV. CONCLUSION

APO staff recognizes its commitment under SAFETEA-LU to foster community participation in plan and program development and to fulfill the APO need to have a metro-wide Security Plan. APO staff has incorporated all of the gaps requirements into this Plan, ensuring that all SAFETEA-LU provisions are met.

Assisting with emergency situations and major disasters by providing guidance ensures proper protocol is followed for differing situations. This allows communities and agencies to collaborate in planning, communication, information sharing, and coordination activities before, during and after emergency situations.

There are many critical facilities and transportation infrastructure elements that are considered a security concern or potential target for terrorist attack. Using Intelligent Transportation Systems (ITS) elements such as electronic message signs and video surveillance cameras helps assist law enforcement and emergency responders during emergency situations and major disasters. Cameras along major highways and interstates in the St. Cloud metropolitan area identify safety and security issues.

Plan Recommendation

Future Security Plan recommendations include:

- Continued interagency coordination and cooperation with local, state and federal agencies that have a stake in St. Cloud metropolitan area security.
- Forming of a regional security committee or direct involvement with Stearns County/City of St. Cloud Emergency Operations Plan.
- Develop a geographic information system (GIS) database of critical transportation facilities and infrastructure, including evacuation routes for incorporation into future Long-Range Transportation Plan updates.
- Re-evaluation and update the Security Plan during update of the APO Transportation Plan.

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Public Meeting for Draft Security Plan
(Comments received)

April 26, 2007
7:30 P.M.
Waite Park City Hall

Comment:
Eric Meyer of Haven Township stated that even though the Mississippi River is not navigable it should be included in the Security Plan because the concern of contaminating the area water supply.

Address:
Verbal comments were received from the Federal Highway Administration (FHWA) that a discussion of security for waterways was not applicable because the Mississippi River is not navigable through the St. Cloud metropolitan area. The APO Security Plan's primary focus is transportation facilities and infrastructure, but in lieu of received comment a narrative will be included in the body of the Security Plan under the sub-heading waterways that discusses the sensitivity of the River and that procedures should be further developed if non-transportation emergencies impact the Mississippi River.

Comment:
Penny Weihrauch of Haven Township questioned why all Monticello Nuclear Power Plant evacuation routes in a 10-mile perimeter go to the Twin Cities metropolitan area. With all of the medical facilities, you would think that some of the evacuation routes would be directed toward St. Cloud with all of the medical facilities here.

Address:
Based on an evaluation of the Monticello Nuclear Power Plant evacuation routes in the Emergency Plan within 50 miles divert to the Osseo Junior High School (Osseo, MN). Traffic control points have been included in Emergency Plan along primary evacuation routes to help facilitate expedient evacuation of affected areas. Evacuation efforts at control points will be facilitated by the Minnesota State Patrol, Sherburne County Police and Wright County Police.

Comment:
Dick Soyka of Benton County asked that the Security Plan include reference to the Benton and Sherburne County Emergency Management Plans.

Address:
The Mn/DOT District 3, Benton County and Sherburne County Emergency Plans will be referenced in the body of the Security Plan.