

Pope County

Emergency Response Procedures Plan for Pope County, Minnesota

This plan provides a framework for responding to emergencies within Pope County, Minnesota, including key contacts, local authorities, evacuation procedures, first aid and medical assistance, and how to report an incident.

1. Emergency Contacts:

- Emergency Services (Fire, Medical, Police): 911
 - Highmark Companies:
 - HR Manager: (763) 270-7623
 - Risk & Compliance Manager: (763) 270-7619
 - Nurse Hotline: (844) 412-7951
 - Pope County Sheriff's Office (Non-Emergency): (320) 634-5411
 - Poison Control: 1-800-222-1222
 - Pope County Public Health: (320) 634-7755
 - American Red Cross (Local Chapter): (507) 387-6664
 - National Weather Service (Weather Alerts): 1-800-889-6889
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2. Local Authorities:

- Pope County Sheriff's Office
 - Phone: (320) 634-5411
 - Address: 130 E Minnesota Ave, Glenwood, MN 56334
 - Services: Law enforcement, search and rescue, emergency coordination.
 - Glenwood Police Department
 - Phone: (320) 634-4518
 - Address: 137 E Minnesota Ave, Glenwood, MN 56334
 - Services: Local law enforcement and public safety.
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3. Evacuation Procedures:

Evacuation Routes and Shelters:

- Designated Evacuation Routes: State Highway 28, State Highway 29, State Highway 104
- Evacuation Shelters:
 - Minnewaska Area High School - 25122 State Hwy 28, Glenwood, MN 56334
 - Glenwood Lutheran Church - 100 17th Ave NW, Glenwood, MN 56334

Evacuation Procedure:

1. Stay Informed: Monitor media and official alerts.
 2. Follow Authorities' Orders: Obey evacuation instructions promptly.
 3. Secure Your Property: Lock doors and windows, unplug non-essential electronics.
 4. Assistance Available: Call Pope County Emergency Management at (320) 634-5411.
 5. Stay With Your Group: Evacuate together to ensure accountability.
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4. First Aid and Medical Assistance and Mental Health Crisis Support

First Aid Procedures:

- **Basic First Aid Kit:** Keep a well-stocked first aid kit at home, work, and in your vehicle. Include supplies like bandages, antiseptics, gloves, scissors, burn cream, pain relievers, etc.

Local Medical Assistance:

- **Glacial Ridge Health System**
 - Phone: (320) 634-4521
 - Address: 10 4th Ave SE, Glenwood, MN 56334
 - Services: Emergency care, general medical services, mental health referrals.

In Case of Injury or Medical Emergency:

1. Call 911 for immediate medical emergencies.
2. Provide First Aid if you are trained, including CPR, wound care, or stabilizing injuries until medical help arrives.
3. Transport to Hospital: If safe to do so, transport injured individuals to the nearest medical facility. Otherwise, wait for emergency responders

Mental Health Crisis Services:

- Crisis Line: (800) 247-2809 (Available 24/7)
 - National Suicide Prevention Lifeline: Dial 988 (Available 24/7)
 - Crisis Text Line: Text HOME to 741741 (Available 24/7)
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5. How to Report an Incident

General Reporting Procedures:

1. **Immediate Emergency Situations:** Dial 911 for life-threatening emergencies, such as fire, medical emergencies, criminal activity, or accidents.
 - Provide clear details including your location, nature of the emergency, and any potential hazards.
2. **Report Non-Emergency Incidents:**
 - Notify your Project Manager or Supervisor at the office first. They will provide directions on any further reporting measures. As best as you are able stick to the facts with what you relay to them.
 - If Health or Safety related Notify Amy Robertson (HR) or if you are unable to reach them your Compliance Coordinator.
3. **Local Non-Emergency Contacts:**
 - Pope County Sheriff's Office: (320) 634-5411
 - Glenwood Police Department: (320) 634-4518
4. **Public Health or Environmental Hazards:**
 - Pope County Public Health: (320) 634-7755
 - Minnesota DNR: (651) 296-6157
5. **Utility Emergencies:**

- Xcel Energy: 1-800-895-1999
- Glenwood Public Utilities: (320) 634-5411