

MINUTES

JULY 9, 2015

	The meeting was called to order @ 1:00 by Joe Marcotte, Chair																											
INTRODUCTIONS																												
AGENDA ITEMS	DISCUSSION		ACTION STEPS / FUTURE EVENTS																									
MINUTES	Minutes of the previous were approved as distributed. [Bikle / Mahoney]																											
FINANCIAL REPORT	<p><u>QUARTERLY FINANCIAL REPORT</u> [DUANE WINSLOW] Financial Reports are given quarterly: March, June, September, December</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: right;">Opening Balance</th> <th style="text-align: center;">Debits</th> <th style="text-align: center;">Credits</th> <th style="text-align: right;">Ending Balance</th> </tr> </thead> <tbody> <tr> <td></td> <td style="text-align: right;">\$25,563.54</td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">2014 Safety Conf Share</td> <td></td> <td></td> <td style="text-align: right;">\$1,416.15</td> <td></td> </tr> <tr> <td style="text-align: center;">DPC Donation</td> <td></td> <td></td> <td style="text-align: right;">250.00</td> <td></td> </tr> <tr> <td style="text-align: center;">General Ledger Total</td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$27,229.69</td> </tr> </tbody> </table>			Opening Balance	Debits	Credits	Ending Balance		\$25,563.54				2014 Safety Conf Share			\$1,416.15		DPC Donation			250.00		General Ledger Total				\$27,229.69	Next Report Due: September, 2015
	Opening Balance	Debits	Credits	Ending Balance																								
	\$25,563.54																											
2014 Safety Conf Share			\$1,416.15																									
DPC Donation			250.00																									
General Ledger Total				\$27,229.69																								
COMMITTEE REPORTS																												
	<p><u>EXERCISE DESIGN COMMITTEE:</u> [JEFF ASHWORTH, CHAIR]</p> <p><u>FORMIDABLE FOOTPRINT EXERCISE SCHEDULE: 2014-2015</u></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Exercise Date</th> <th style="width: 15%;">Scenario</th> <th style="width: 70%;">Details</th> </tr> </thead> <tbody> <tr> <td>JUL 25, 2015</td> <td>SOLAR STORM</td> <td rowspan="2">Separate registration is required to participate in each exercise. Individual participant registration CLOSES at 9:00AM ET on the day prior to the exercise.</td> </tr> <tr> <td>AUG 29, 2015</td> <td>FLOOD</td> </tr> <tr> <td>SEPT 26, 2015</td> <td>WILDFIRE</td> <td rowspan="2">To ensure that all participants receive important situational awareness materials prior to the exercise as well as a Certificate of Participation at the conclusion of the exercise everyone participating in an exercise will need to register.</td> </tr> <tr> <td>OCT 31, 2015</td> <td>TORNADO</td> </tr> <tr> <td>JAN 30, 2016</td> <td>EARTHQUAKE</td> <td>If an individual is not registered they will not receive important e-mailed materials designed to ensure their participation in the exercise is successful.</td> </tr> </tbody> </table> <p>Here is the main website for the monthly series of Formidable Footprint exercises. http://www.drc-group.com/project/footprint.html</p>		Exercise Date	Scenario	Details	JUL 25, 2015	SOLAR STORM	Separate registration is required to participate in each exercise. Individual participant registration CLOSES at 9:00AM ET on the day prior to the exercise.	AUG 29, 2015	FLOOD	SEPT 26, 2015	WILDFIRE	To ensure that all participants receive important situational awareness materials prior to the exercise as well as a Certificate of Participation at the conclusion of the exercise everyone participating in an exercise will need to register.	OCT 31, 2015	TORNADO	JAN 30, 2016	EARTHQUAKE	If an individual is not registered they will not receive important e-mailed materials designed to ensure their participation in the exercise is successful.	NEXT EXERCISE DESIGN MEETING: July 28 10:00-11:00 a.m. 4 th Floor/Conf Room Billings Clinic Cancer Center									
Exercise Date	Scenario	Details																										
JUL 25, 2015	SOLAR STORM	Separate registration is required to participate in each exercise. Individual participant registration CLOSES at 9:00AM ET on the day prior to the exercise.																										
AUG 29, 2015	FLOOD																											
SEPT 26, 2015	WILDFIRE	To ensure that all participants receive important situational awareness materials prior to the exercise as well as a Certificate of Participation at the conclusion of the exercise everyone participating in an exercise will need to register.																										
OCT 31, 2015	TORNADO																											
JAN 30, 2016	EARTHQUAKE	If an individual is not registered they will not receive important e-mailed materials designed to ensure their participation in the exercise is successful.																										
	<p><u>JUNE 18: FEMA VIRTUAL TABLE TOP EXERCISE @ RIVERSTONE HEALTH – 10:00 A.M. – 2:00 P.M. FACILITATED BY CHARLIE HANSON.</u> Jeff reported that he was told that the table top was well attended and that the discussion was very informative.</p>																											

LOCAL EMERGENCY PLANNING COMMITTEE

2305 8TH AVENUE NORTH – BILLINGS, MT 59101

JOE MARCOTTE, CHAIR

COMMITTEE REPORTS		ACTION STEPS / FUTURE EVENTS
	<u>MT/WYOMING CO-OP SPILL DRILL – AUGUST 18-19-20</u> - This is an internal / annual drill.	
	<u>SEPTEMBER 17: BILLINGS FIRE / REGIONAL HAZMAT TEAM & 83RD CST MASS DECON EXERCISE</u> Proposed mass decon exercise at the Montana Pavilion has been cancelled.	CANCELLED
	<u>OPERATION COYOTE 2016:</u> P.O.D. (Point of Dispensing) Exercise runs in real time. Planning meetings are the 4 th Tuesday of each month.	
	<u>ACTIVE SHOOTER EXERCISE [PLANNING STAGES ONLY]</u> Jeff reported that work on a full scale exercise is in the planning stages. The preparation for this type of exercise is both extensive and challenging. Jason Mahoney reported that St. Vincent has been running a number of active shooter / combative patient type exercises this year. He stated that they have done approximately a dozen in recent months.	
	<u>GRANTS COMMITTEE [DIANNE LEHM, CHAIR]</u> On behalf of Dianne Lehm, Joe Marcotte reported that there are no new grants in the near future and work continues on existing grants, i.e. Fuels Mitigation Grant. Dianne reported last month that contracts are being executed and Dianne reported that they expect to have them completed by the end of July with the work commencing early Fall, 2015. REMINDER: If you want help with grants, please forward your agency's needs to Dianne. Having this information will help her identify grant funding. Contact: Dianne Lehm, lehm@bigskyeda.org	Dianne Lehm lehm@bigskyeda.org
	<u>CAER/CITIZENS CORPS [PAM SANDERSON]</u> Pam reported that the CAER Committee did meet this month. Topics under discussion were Festival of Trees, Day of Caring, Projects, and National Preparedness month is September, and the RESOLVE TO BE READY' campaign and packaged information is being distributed to anyone who asks Festival of Trees: Will not be participating in the Festival of Trees, however to agencies who want to do their own preparedness trees, Pam and Jan are putting together a package of information that can be used as decorations. Day of Caring: September 17 th (please make your calendars) The County brochures will be handed out until they are gone before new ones are printed. Youth Volunteer Corps is a sponsored group under CAER/Citizens Corps. One of their projects is a Carnival for children ages K-3 rd grade and they are putting hand-outs and other materials together for this event.	
	<u>HEALTH & MEDICAL ADVISORY GROUP (HMAG) [GREG NEIL]</u> Next Meeting: Aug 14 th	
COMMITTEE REPORTS	<u>CONFERENCE SUB-COMMITTEE:</u> Aaron reported that the 2016 Conference dates are: March 7-9 @ the Northern Hotel. Please forward any training or track ideas to him because planning for next year is already underway. He also reported that there is one outstanding invoice and as soon as that is resolved, he will have a final accounting of the conference numbers.	

	<p><u>CRISIS COMMUNICATIONS SUB-COMMITTEE:</u> [NO COMMITTEE CHAIR IDENTIFIED.] The Crisis Communications Sub-Committee had a meeting scheduled, however Duane was unable to attend do to a fire within the County.</p>	
	<p><u>COMMUNICATIONS SUB-COMMITTEE:</u> [JASON MAHONEY] Jason reported that they have almost identified a suitable day of the week for the Communications Sub-Committee to meet.</p>	
	<p><u>TRAINING SUB-COMMITTEE:</u> [GREG NEILL] Greg reported that while there are a number of training opportunities, none are being held locally. He stated that he will continue to forward future training notices via email as they become available.</p> <p>It was suggested to poll the LEPC members regarding training they would like to attend and perhaps look for specific training opportunities that can be brought to Billings. Jason Mahoney suggested perhaps an active shooter class prior to the exercise would be beneficial to participants.</p> <p>Pam Sanderson suggested a workshop in 'how to manage the helpful' for lack of a better word. Specifically, what to do with volunteers once they arrive, what to do with volunteers who spontaneously show up, also what to do with donations – whether they be donations of time, goods or money.</p> <p>Reminder: ICS Training is still available ... contact Greg Neill, RiverStone Health for more information. Gregory.Nei@riverstonehealth.org (406) 651-6407</p>	
<p>OTHER BUSINESS</p>	<p><u>AMERICAN RED CROSS.</u> Abbra reported Starwood Retail Partners and Rimrock Mall are proud to partner with the American Red Cross. The mission of the Red Cross is to work together toward common goals during times of crisis or disaster. With our partnership, the team at Starwood Retail Partners and Rimrock Mall will be supporting Red Cross programs throughout the year along with efforts to raise funds for the American Red Cross.</p> <p>Please join Red Cross and Rimrock Mall at the Mall on Saturday, July 11th Noon – 2:00 p.m.</p> <p>http://www.redcross.org/rimrock-pub</p> <p>Here are some other upcoming events sponsored by the Red Cross.</p> <p>July 29 Kick off meeting for the Smoke Detector install event – United Way Office.</p> <p>August 29 Pillow case project – 3rd – 5th Grade</p> <p>October 3 Install program: Smoke Detectors. The goal is to install 500 smoke detectors during the event. Volunteers are needed.</p> <p>Details to follow.</p>	

Next LEPC meeting is scheduled for AUGUST 13, 2015 @ 1:30 p.m.

Meeting Adjourned: 2:10 p.m. [Neill/Bikle]

ATTENDANCE RECORD – JULY 9, 2015 MEETING

Company	Present	Name	Federally Funded Yes / No	Miles Travelled One-way
Advanced Care Hospital	X	Copeman, Chuck	No	15
Alternatives, Inc.		Clark, Shawna	No	1
American Medical Response		Gurchiek, Lyndy	No	5
		Hansen, Brian	No	5
American Red Cross	X	Firman, Abra	No	1
		Washburn, Jill	No	1
Big Sky EDA – Project Impact		Lehm, Dianne	No	5
		Patrick Klugman	No	1
Billings, City of – Airport		Barry, Tom		2
		Brown, Jeff		2
		Brumfield, Chase		2
Billings, City of – Airport Fire		Glancy, Mike	No	1
Billings, City of – Fire	X	Dextras, Paul	No	1
		Gibson, Kathy	No	2
		Hoppel, Matt	No	2
		Larson, Terry	No	5
	X	Rash, William	No	2
Billings, City of – Police		Harper, R.D.		5
Billings, City of - Public Works		Krizek, Boris		3
Billings, City Public Works – Water		Workman, Gary	No	3
Billings, City/County Planning		Friday, Wyeth	Yes	5
Billings Clinic		Hoy, Patrick		5
	X	Marcotte, Joe		5
Billings, Public Schools		Pearce, Cyndi	No	3
Brenntag Pacific, Inc.		Gold, Nick	No	15
BusinessWatch Montana		Cox, Meridith	No	
Carbon County Public Health/Beartooth Blgs Clinic		Anderson, Nathan		65
CHS Pipelines & Terminals– Laurel		Kimble, Brad	No	30
		Lowe, Russ (Retired)		
	X	Phillips, Joey	No	30
CHS Refinery – Laurel		Metzger, Keith		30
County Water District of Blgs Heights		Nieskens, Duke	No	3
	X	Brookshire, Peyton	No	3

LOCAL EMERGENCY PLANNING COMMITTEE

2305 8TH AVENUE NORTH – BILLINGS, MT 59101

JOE MARCOTTE, CHAIR

Company	Present	Name	Federally Funded Yes / No	Miles Travelled One-way
DHS	X	Middlebrook, Randy		
DPC		Rosh, Ron	No	
DXP	X	Ashworth, Jeff	No	1
ExxonMobil Pipeline		Montgomery, Jeb	N	4.5
	X	Vokral, James	No	4.5
ExxonMobil Refinery		Drain, Kelly	No	3
FBI		Burrows, Travis	Yes	1
FBI		Stewart, Michele	Yes	1
FBI		Walter, Brandon	Yes	1
Faith Chapel		Bragg, Christie		
HOPE [Animal Assisted Crisis Response] Dogs		Findley, Lyn	No	4
	X	Schlitz, Harry		
Industrial Communications		Miller, Thomas	No	5
Industrial Communications		Reay, Aaron	No	5
Laurel, City of	X	Kolstad, Keith	No	30
Laurel, City of		Markegard, Kurt	No	30
Laurel, City of – Fire Department				
Laurel, City of - Police Department	X	Musson, Rick	No	30
Laurel Public Schools		Bronk, Tim	Yes	30
Laurel Public Schools		Reiter, Scott	Yes	
Lockwood Fire Dept		Staley, John	No	7
		Smart-Madler, Delet	No	7
Lockwood Water & Sewer		Woods, Woody		7
Loveland Products		Grassel, Diana		
		Fricke, Melanie		
		Williams, Michael		
MT Dept of Livestock		Szymanski, Tahnee		
MT Dist. V DES Rep.		Hanson, Charlie	Yes	5
Montana Highway Patrol		Baum, Craig	No	
MSSC		Roadifer, Greg	No	8
	X	Stulc, Aaron		2
MSU-Billings – Risk Manager		Aamold, Christy	No	1

LOCAL EMERGENCY PLANNING COMMITTEE

2305 8TH AVENUE NORTH – BILLINGS, MT 59101

JOE MARCOTTE, CHAIR

Company	Present	Name	Federally Funded Yes / No	Miles Travelled One-way
MSU-Billings –Police		Davis, Adam		1
		Forshee, Scott		1
Montana Rail Link		Turner, Mark		20
Montana Sulphur & Chemical		DeHart, Mark	No	
Montana Women's Prison		Paul, Bob		3
National Weather Service	X	Frieders, Thomas		
		Meier, Keith		
PPC-Montana		Wells, Jon	No	130
PPL-Montana		Beckman, Lee		2
		Broadie, Chris		2
		Clark, Ross		2
		Kimmet, Ken		2
		Magnuson, Chris		1
Phillips 66		Adelman, Ben		2
		Fawcett, Bill	No	1
Phillips 66 Pipeline		Harmon, Jeff	No	
Rimrock Foundation		Eckenroad, Jim	No	1
Riverstone Health		Matich, Matt	Yes	2
	X	Neill, Greg	Yes	2
		Schneeman, Barbara		
	X	Stanton, Jennifer	Yes	2
Salvation Army		Jackson, Kevin (Maj)	No	2
St. Andrew Presbyterian		Russell, Aline	No	9
St. John's Lutheran Ministries/Disaster Response		Burgess, Kent		
		Wilkerson, Rob		6
St. Vincent Healthcare		Dugan, Bill		1
		Janskovitch, Tony		
	X	Mahoney, Jason		
		Olivas, Adam	No	
		Wofford, Terri		2
Stillwater Billings Clinic		Davey, Scott	Yes	100
		Grim, Jill	Yes	100
Sysco Food Service		Kelly, Chuck		4
		Lough, Bob		4

LOCAL EMERGENCY PLANNING COMMITTEE

2305 8TH AVENUE NORTH – BILLINGS, MT 59101

JOE MARCOTTE, CHAIR

Company	Present	Name	Federally Funded Yes / No	Miles Travelled One-way
US Marshal's Service		Ostermiller, Rod		
		Rash, Carol	Yes	2
UP EPA, Region 8		Merritt, Steven	Yes	440
US EPA		Myers, Craig	Yes	400
United States Postal Service		Haight, Rae Ann	Yes	1
United Properties		Newell, Danna	No	
US Water Rescue Dive Team		Harper, Oren	No	1
		Weinreis, Shane	No	4
United Way Volunteer Center	X	Sanderson, Pam	No	2
YARES, Radio Club	X	Bikle, Chuck	No	6
		Glass, Ron	No	6
Yellowstone County DES		Oberg, Linda		3
		Winslow, Duane		1
Yellowstone County Fuel Mitigation		Bushey, Chuck	No	2
Yellowstone County GIS		Luppen, Janelle		
Yellowstone Co – Sheriff		Siegle, Tim		
		Skillen, Shane		2
		Wallis, Vince		
83 rd Civil Support Team (WMD)		Anderson, Shane	Yes	
		Steichea, Jason	Yes	
			Yes	250
			Yes	250
GUEST:				
	20	TOTAL ATTENDANCE		