

# MINUTES

SEPTEMBER 8, 2016

Notes of September 8, 2016 Meeting

Cancer Center at Billings Clinic 14:00-15:00

1. The meeting was called to order by LEPC Chair Joe Marcotte at 14:05.
  2. Self-introductions were made by all in attendance.
  3. It was moved by Chuck Bikle to approve the minutes of the August 14 meeting. Seconded by Jeff Ashworth. Motion Carried.
  4. Quarterly financial report not available this month. Information will be provided to Kathy Gibson to be included in minutes of meeting.
5. Committee reports:
- a. Exercise Design Subcommittee- Jeff Ashworth
    - 1) Formidable Footprint Exercises
    - 2) COYOTE 2016 recap
    - 3) VTTX Cybersecurity at RiverStone Health from 10:00-14:00- 26 signed up currently
    - 4) Active Shooter TTX for September 27 from 13:00-17:00 at Marillac Hall at St. Vincent Healthcare
    - 5) Other Active Shooter exercises are being advertised
    - 6) September 12- Exercise in Glendive on Mass Casualty/Mass Fatality
    - 7) October 19- Great Montana Shakeout
    - 8) Billings Clinic/St. Vincent Healthcare- Mass Casualty Exercise on November 1, Active shooter type of scenario
  - b. Grants Subcommittee- Diane Lehm
    - 1) Assistance to Firefighters Grant opens in November
    - 2) Fuels Reduction Grant from BLM starting up soon
    - 3) Interoperable Communications Grant will be awarded soon
  - c. CAER/Citizens Corps Council Subcommittee- Pam Sanderson
    - 1) September is National Preparedness Month- banners, promotions ongoing
    - 2) Day of Caring Disaster Simulation on September 15, afternoon at MetraPark
  - d. HMAG- No report
  - e. Conference Subcommittee no report
  - f. Crisis Communication Subcommittee- no reports until PIO issue is addressed
  - g. Communications Subcommittee did not meet
  - h. Training Subcommittee
    - 1) L-381- Leadership Training on October 3-7 in Great Falls
    - 2) ICS training is ongoing around the area

i. Planning Subcommittee

- 1) ESF 11 draft finished and ready for vote of LEPC, next month
- 2) Work on ESF 2 on communications is started

6. Old Business

- a. Proposed name change of the Communications Subcommittee- Postponed until the next meeting, pending a recommendation from a meeting the Subcommittee

7. New Business

- a. State Preparedness Report due to MTDES by September 30. Brad has done initial input. To establish priorities for the next three years and progress in the last three years. The draft that Brad worked on was reviewed and discussed, setting priorities for the next three years.

8. Other Business-

- a. Joe shared a success story about the Billings Clinic Community Classic: Billings PD, NWS, Billings FD, DHS, MATIC, and others contributed to making this a great success.
- b. Amateur radio events- Tour de Cure in Bozeman Area this weekend and National Parks On The Air event at the Little Big Horn Battlefield National Monument on September 24.
- c. NWS putting focus on readiness with weekly readiness messages on social media and other community awareness events.
- d. Phillips 66 Appreciation Night is tonight in South Park from 5:00 to 7:00 pm.

9. Jeff Ashworth moved and Brad Shoemaker seconded to adjourn the meeting. Motion Carried.

Respectfully submitted, Charlie Hanson, MTDES and acting secretary

**ATTENDANCE RECORD – SEPTEMBER 8, 2016 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
		Deady, Rick Alan	No	2
American Medical Response			No	5
	X	Hansen, Brian	No	5
	X	Collins, Amber	No	5
American Red Cross		Firman, Abbra	No	1
		Washburn, Jill	No	1
Big Sky EDA – Project Impact	X	Lehm, Dianne	No	5
		Patrick Klugman	No	1
Billings, City of		Kristjanson, Jon		1
Billings, City of – Airport		Barry, Tom		2
		Brumfield, Chase		2
	X	Swanson, Lisa		2
Billings, City of – Airport Fire		Glancy, Mike	No	1
Billings, City of – Fire		Dextras, Paul	No	1
		Biggins, Sean	No	1
		Christenson, Vince	No	1
		Gibson, Kathy	No	1
		Hoppel, Matt	No	1
		Rash, William	No	2
Billings, City of – Police	X	Harper, R.D.		5
Billings, City of - Public Works		Krizek, Boris		3
Billings, City Public Works – Water	X	Workman, Gary	No	3
Billings, City/County Planning		Friday, Wyeth	Yes	5
Billings Clinic				5
	X	Marcotte, Joe		5
		Pomroy, Callie		
		DelPriove, Cynthia		
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
		Haan, Jacob	No	30
		Phillips, Joey	No	30

# LOCAL EMERGENCY PLANNING COMMITTEE

2305 8<sup>TH</sup> AVENUE NORTH – BILLINGS, MT 59101

JOE MARCOTTE, CHAIR

Company	Present	Name	Federally Funded Yes / No	Miles Travelled One-way
CHS Refinery – Laurel Pipelines & Terminals		Metzger, Keith		30
		Beach, Tina	No	30
County Water District of Blgs Heights		Nieskens, Duke	No	3
		Brookshire, Peyton	No	3
DHS		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
		Cavazos, Arnold	No	1
FBI	X	Brown, Nadine	Yes	1
		Rose, Nicolette	Yes	1
		Stewart, Michele	Yes	1
	X	Shirley, Kiffa	Yes	1
		West, Matthew	Yea	1
Faith Chapel		Bragg, Christie		
HOPE [Animal Assisted Crisis Response] Dogs		Findley, Lyn	No	4
		Schlitz, Harry		
Industrial Communications		Miller, Thomas	No	5
		Reay, Aaron	No	5
Laurel, City of	X	Kolstad, Keith	No	30
Laurel, City of		Markegard, Kurt	No	30
Laurel, City of – Fire Department		Shomer, Jason		30
Laurel, City of - Police Department		Musson, Rick	No	30
Laurel Public Schools		Bronk, Tim	Yes	30
		Reiter, Scott	Yes	
Living Independently Today/Tomorrow		Jed Barton	No	2
		Woodard, Steve	No	2
Lockwood Fire Dept		Staley, John	No	7
			No	7
Lockwood Water & Sewer		Woods, Woody		7
Loveland Products		Grassel, Diana		
		Frickle, Melanie		
		Williams, Michael		
MT Dist. V DES Rep.	X	Hanson, Charlie	Yes	5

# LOCAL EMERGENCY PLANNING COMMITTEE

2305 8<sup>TH</sup> AVENUE NORTH – BILLINGS, MT 59101

JOE MARCOTTE, CHAIR

Company	Present	Name	Federally Funded Yes / No	Miles Travelled One-way
Montana Highway Patrol		Baum, Craig	No	
MSU-Billings – Risk Manager		Aamold, Christy	No	1
MSU-Billings –Police		Davis, Adam		1
		Forshee, Scott		1
Montana Prescribed Fire Service	X	Bushey, Chuck		
Montana Rail Link		Turner, Mark		20
Montana Sulphur & Chemical		DeHart, Mark	No	
Montana Women's Prison		Paul, Bob		3
		Hosa, Tim		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
			No	2
Phillips 66 Pipeline	X	Omsberg, Ron	No	
Rimrock Foundation		Eckenroad, Jim	No	1
Riverstone Health			Yes	2
	X	Neill, Greg	Yes	2
		Schneeman, Barbara Staton, Jennifer	Yes	2
SM Energy		Sutherland, Jeniffer	No	1
		Tengberg, Kim	No	1
Salvation Army		Jackson, Kevin (Maj)	No	2
St. Andrew Presbyterian		Russell, Aline	No	9
St. John's Lutheran Ministries/Disaster Response		Burgess, Kent		
		Mamweiler, Mike		
	X	Wilkerson, Rob		6

**LOCAL EMERGENCY PLANNING COMMITTEE**  
 2305 8<sup>TH</sup> AVENUE NORTH – BILLINGS, MT 59101  
 JOE MARCOTTE, CHAIR

Company	Present	Name	Federally Funded Yes / No	Miles Travelled One-way
St. Vincent Healthcare		Janskovitch, Tony		
		Mahoney, Jason		
		Olivas, Adam		
		Wofford, Terri		2
Stillwater Billings Clinic		Davey, Scott	Yes	100
		Grim, Jill	Yes	100
Sysco Food Service	X	Kelly, Chuck		4
		Lough, Bob		4
US Marshal's Service		Ostermiller, Rod		
		Rash, Carol	Yes	2
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
		Mackey, Chris		2
YARES, Radio Club	X	Bikle, Chuck	No	6
		Glass, Ron	No	6
Yellowstone Art Museum		Peterson, Robyn		1
Yellowstone County DES	X	Shoemaker, Brad		
		Oberg, Linda		
Yellowstone County Fuel Mitigation		Bushey, Chuck	No	2
Yellowstone County GIS		Luppen, Janelle		
Yellowstone Co – Sheriff		Linder, Mike		2
		Evans, Kevin		2
		Skillen, Shane		2
83 <sup>rd</sup> Civil Support Team (WMD)		Anderson, Shane	Yes	250
		Steichea, Jason	Yes	
<b>GUEST:</b>				
Morledge Family Eye Clinic & Surgery Ctr	X	Morledge-Hampton, Diane		2
	<b>24</b>	<b>TOTAL ATTENDANCE</b>		

**Yellowstone County**

Fiscal Year: 2015-2016 From Date: 5/1/2016 To Date: 9/30/2016  Print accounts with zero balance

**Trial Balance - On Demand Report**

YELLOWSTONE COUNTY - LEPC - 7110

Transaction Detail	Entry	Check Number	Deposit No.	Invoice Number	PO Number	Voucher	Group ID	Memo	Vendor	Amount Journal	Opening Balance	Debits	Credits	Ending Balance
7110.000.000.021250.000 / YELLOWSTONE COUNTY - LEPC DUE TO OTHERS														
05/03/2016	2441	457337	0	5/02/16	497966	1308	42492	16-86425; 2016 SAFETY CONF	MONTANA SAFETY SERVICE	\$5,833.98				
06/30/2016	3199	459451	0	07/11/16	500089	1387	42562	4131; LEPC CONFERENCE LUJ	RIVERSTONE HEALTH	\$390.00				
									Detail Total:	\$6,133.98				
											\$6,133.98		\$0.00	(\$26,932.76)

**LIABILITY TOTAL**

Grand Total:

Asset Totals:	\$0.00	\$0.00	\$0.00
Liability Totals:	(\$33,066.74)	\$6,133.98	(\$26,932.76)
Fund Balance Totals:	\$0.00	\$0.00	\$0.00
Revenue Totals:	\$0.00	\$0.00	\$0.00
Expenditure Totals:	\$0.00	\$0.00	\$0.00
Transfers In Totals:	\$0.00	\$0.00	\$0.00
Transfers Out Totals:	\$0.00	\$0.00	\$0.00
General Ledger Total:	(\$33,066.74)	\$6,133.98	(\$26,932.76)

There are Funds Out of Balance

End of Report

## Emergency Support Function #11- Agriculture and Natural Resources Annex

### ESF Coordinator

Yellowstone County Extension Office

### Primary Agencies

RiverStone Health  
Yellowstone County Sheriff's Office  
Yellowstone Historic Preservation Board  
Yellowstone County Dept. of Emergency  
and General Services

### Support Agencies

Montana State Historical Preservation Office  
Montana Department of Agriculture  
Montana Department of Livestock  
Montana Department of Natural Resources  
and Conservation  
Billings Police Department  
Montana Department of Environmental Quality  
Montana Department of Fish Wildlife and Parks  
Montana Disaster and Emergency Services  
Montana Department of Public Health and  
Human Services  
Montana Volunteer Organizations Active in  
Disasters  
Humane Society of the United States  
Billings Clinic  
St. Vincent Healthcare  
Crow Tribe  
Bureau of Land Management  
Local Veterinarians

## INTRODUCTION

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### Purpose

Emergency Support Function (ESF) #11 – Agriculture and Natural Resources supports local efforts to provide nutrition assistance; control and eradicate, as appropriate, any outbreak of a highly contagious or economically devastating animal/zoonotic (i.e., transmitted between animals and people) disease, or any outbreak of an economically devastating plant pest or disease; ensure the safety and security of the commercial food supply; protect natural and cultural resources and historic properties (NCH) resources; and provide for the safety and well-being of household pets during an emergency response or evacuation situation.

### SCOPE

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ESF #11 includes five primary functions:

**Providing nutrition assistance:** Includes working with local groups and agencies to determine nutrition assistance needs, obtain appropriate food supplies, and arrange for delivery of the supplies. These efforts are coordinated by Yellowstone County Emergency and General Services Department.

**Responding to animal and plant diseases and pests:** Includes implementing an integrated local response to an outbreak of a highly contagious or economically devastating animal/zoonotic disease, or an outbreak of a harmful or economically significant plant pest or disease and Coordinate veterinary and wildlife services in affected areas. ESF #11 ensures, in coordination with ESF #8 – Public Health and Medical Services, that animal/veterinary health and sheltering issues in natural disasters are supported. These efforts are coordinated by MSU —Yellowstone County Extension Office.

**Ensuring the safety and security of the commercial food supply:** Includes the execution of routine food safety inspections and other services to ensure the safety of food products that enter commerce. USDA would continue

## Emergency Support Function #11- Agriculture and Natural Resources Annex

to manage the inspection and verification of food safety aspects of slaughter and processing plants, The Yellowstone County Sanitarian, as part of RiverStone Health is responsible for routine food safety inspections. Security of a large food supply during ESF #11 emergencies would be completed by the Yellowstone County Sheriff's Office. These efforts are coordinated by RiverStone Health

**Protecting NCH resources:** Includes appropriate response actions to preserve, conserve, rehabilitate, recover, and restore NCH resources. This includes providing post event baseline assessments of damages and providing technical assistance and resources for assessing impacts of response and recovery activities to NCH resources. These efforts are coordinated by the Yellowstone Historic Preservation Board.

**Providing for the safety and well-being of household pets:** Yellowstone County Disaster and Emergency Services, together with ESF #6 – Mass Care, Emergency Assistance, Housing, and Human Services; ESF #8; ESF #9 – Search and Rescue; and ESF #14 – Long-Term Community Recovery to ensure an integrated response that provides for the safety and well-being of household pets. The ESF #11 effort is coordinated by Yellowstone County Department of Emergency Services.

### **POLICIES**

<p>General</p>	<ul style="list-style-type: none"> <li>• ESF #11 is activated by Yellowstone County Department of Emergency &amp; General Services upon notification of a potential or actual incident that requires a coordinated response and support to help ensure one or more of the following: The availability and delivery of food products; food safety; appropriate response to an animal or plant disease or pest; the protection of natural and cultural resources and historic properties; and/or the safety and well-being of household pets.</li> <li>• Actions initiated under ESF #11 are coordinated and conducted cooperatively with federal, state, tribal and local landowners, agencies and incident management officials and with private entities as required.</li> <li>• Each supporting agency is responsible for managing its respective assets and resources after receiving direction from the primary ESF #11 agency for the incident.</li> </ul>
<p>Nutrition Assistance Policies</p>	<ul style="list-style-type: none"> <li>• Food Supplies secured and delivered under ESF #11 are suitable either for household distribution or for congregate meal service as appropriate for the incident.</li> <li>• Transportation and distribution of food supplies within the affected area are arranged by local and volunteer organizations.</li> <li>• ESF #11 officials coordinate with and support agencies responsible for ESF #6 that are involved in mass feeding.</li> <li>• ESF #11 officials encourage the use of congregate feeding arrangements as the primary outlet for disaster food supplies.</li> <li>• Priority is given to moving critical supplies of food into areas of acute need and then to areas of moderate need.</li> </ul>

Emergency Support Function #11- Agriculture and Natural Resources Annex

<p>Animal and Plant Diseases and Pest Policies</p>	<ul style="list-style-type: none"> <li>• Animal and plant disease and pest responses are conducted in collaboration and cooperation with local, tribal, state, federal authorities and private industries to ensure continued human nutrition and animal, plant, and environmental security.</li> <li>• When addressing animal diseases, all animal depopulation activities are conducted as humanely as possible while stopping pathogen spread and limiting the number of animals that must be euthanized.</li> <li>• Disposal methods for infected or potentially infected carcasses and plant host material are chosen for their effectiveness in stopping pathogen spread and for their minimal impact on the environment.</li> <li>• Actions taken during an animal or plant emergency are guided by and coordinated with local, state, tribal, federal and local emergency preparedness and response official internal policies and procedures.</li> <li>• Livestock sheltering will be conducted during an emergency or disaster first at local facilities with short term availability as available.</li> </ul>
<p>Safety and Security of the Commercial Food Supply Policies</p>	<ul style="list-style-type: none"> <li>• The Food Safety and Inspection Service is activated upon notification of the occurrence of a potential or actual incident that requires a coordinated response</li> <li>• Actions undertaken are guided by and coordinated with local, state and federal agencies involved in in the various parts of food safety and inspection.</li> </ul>

Emergency Support Function #11- Agriculture and Natural Resources Annex

<p>Protecting NCH Resources Policies</p>	<ul style="list-style-type: none"> <li>• Yellowstone County, with assistance from the County Preservation Office, the Tribal Historic Preservation Office and the State Historic Preservation Office will develop guidelines to protect, preserve, conserve, rehabilitate, recover, and restore Natural and Cultural Historic Sites.</li> <li>• Yellowstone County, through assistance from the County Historic Preservation Board, the Tribal Historic Preservation Office and the State Historic Preservation Office (agencies) will develop and maintain a list of Historic Properties and Cultural Resources located within Yellowstone County. This list should include both listed and non-listed properties and cultural resources to the National Register of Historic Places.</li> <li>• Yellowstone County, through the development of the Hazard Mitigation Plan will determine which assets to prioritize and develop ways to avoid or minimize undesired effects.</li> <li>• Yellowstone County should provide support to the County Preservation Office, the Tribal Historic Preservation Office and the State Historic Preservation Office for the protection, preservation, conservation, rehabilitation, recovery, and restoration of Natural and Cultural Historic Sites during and after an incident where ESF #11 is initiated.</li> <li>• The agencies and organizations providing support for each incident should coordinate with appropriate ESFs and other annexes, including the coordinating agency for the Worker Safety and Health Support Annex, to ensure appropriate use of volunteers and their health and safety and to ensure appropriate measures are in place to protect the health and safety of all workers and volunteers.</li> <li>• Each support agency or organization is responsible for managing its respective assets and resources after receiving direction from the primary agency or agencies.</li> </ul>
<p>Safety and Well-Being of Household Pets Policies</p>	<ul style="list-style-type: none"> <li>• Animal evacuation and sheltering should be conducted in conjunction with human evacuation and sheltering. Animals should be sheltered near their owners to the extent possible. Owners should be expected to provide food, water husbandry, and exercise for their pets during the time they are in emergency shelters.</li> <li>• Businesses where animals are integral to operations (e.g. pet shops and veterinary hospitals) should be encouraged to have contingency plans in place for those animals in the event of a disaster or emergency.</li> <li>• Reference ESF #6 in regard to service animals.</li> </ul>

**Table 11-1. Policies**

**CONCEPT OF OPERATIONS**

**General**

MSU—Yellowstone County Extension Office., as the coordinator for ESF #11, organizes the ESF staff and support agencies based upon the five core functional areas described in the succeeding paragraphs. It organizes and coordinates the capabilities and resources of the Local Government to facilitate the delivery of services, technical assistance, expertise, and other support for incidents requiring a coordinated response.

Emergency Support Function #11- Agriculture and Natural Resources Annex

ESF #11 provides for an integrated local response to an outbreak of a highly contagious or economically devastating animal/ zoonotic (i.e., transmitted between animals and people) disease, an outbreak of a highly ineffective exotic plant disease, or an economically devastating plant or animal pest infestation in the United States.

ESF #11 supports the safety and well-being of household pets coordinating an integrated local response to assure during natural disasters and other emergency events resulting in mass displacement of civilian populations. Additionally ESF #11 provides support to ESF #6 Mass Care, Emergency Assistance, Housing and Human Services in regards to support of service animals.

ESF #11 ensures the execution of routine food safety inspections and other services to ensure the safety of food products that enter commerce. USDA would continue to manage the inspection and verification of food safety aspects of slaughter and processing plants, The Yellowstone County Sanitarian, as part of RiverStone Health is responsible for routine food safety inspections. Security of a large food supply during ESF #11 emergencies would be completed by the Yellowstone County Sheriff's Office. These efforts are coordinated by RiverStone Health

ESF #11 through the primary agency for NCH resources organizes and coordinates the capabilities and resources of the local and tribal agencies to facilitate the delivery of services, technical assistance, expertise and other support for the protection preservation, conservation, rehabilitation, recovery, and restoration of NCH resources through all phases of an incident requiring a coordinated response.

ESF #11 supports ESF #6 Mass Care, Emergency Assistance, Housing and Human Services, ESF #8 Public Health and Medical Services, ESF #9 Search and Rescue, and ESF #14 Long Term recovery and Mitigation to ensure an integrated response that provides for the safety and well-being of household pets and service animals during natural disasters and other emergency events resulting in mass displacement of civilian populations.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions. Types of support may include being subject matter experts, providing technical assistance, providing resources and expertise as required to support incident objectives.

**Table 11-2. Functional Categories and Responsibilities**

	ESF Primary Agency	ESF Responsibilities
Nutrition Assistance	YCO EGS	<ul style="list-style-type: none"> <li>• Determine nutritional assistance needs.</li> <li>• Obtain appropriate food supplies.</li> <li>• Arrange for transportation for food supplies.</li> </ul>
Animal and Plant Disease and Pest Response	YCO EXT	<ul style="list-style-type: none"> <li>• Implement and integrated local level response to an outbreak of an economically devastating or highly contagious animal/ zoonotic disease, exotic plant disease, or plant pest infestation.</li> <li>• Coordinate veterinary and wildlife services in affected areas.</li> <li>• Coordinate with ESF #8 on animal/ veterinary issues in disease and natural disaster issues.</li> <li>• Locate shelter for displaced livestock as available.</li> </ul>

Emergency Support Function #11- Agriculture and Natural Resources Annex

Assurance of the Safety and Security of the Commercial Food Supply	RH	<ul style="list-style-type: none"> <li>• Perform inspection and verification of meat, poultry, and egg products in affected areas.</li> <li>• Conduct food-borne disease surveillance.</li> <li>• Coordinate recall and tracing of adulterated products.</li> <li>• Coordinate disposal of contaminated food products.</li> <li>• Coordinate inspectors and laboratory services to affected areas.</li> </ul>
NCH Resources Protection	YCO HPB	<ul style="list-style-type: none"> <li>• Organizes and coordinates the capabilities and resources of the local government to facilitate the delivery of services, technical assistance, expertise and other support for the protection, preservation, conservation, rehabilitation, recovery and restoration of NCH resources in prevention of, preparedness for, response to, and recovery from an incident requiring a coordinated local response.</li> </ul>
Household Pets Response	YCO EGS	<ul style="list-style-type: none"> <li>• Coordinating an integrated local response to assure the safety and well-being of household pets.</li> <li>• Supports ESF #6 in regard to service animals</li> </ul>

**ORGANIZATION—Response Structure**

ESF #11 operates under direction of MSU—Yellowstone County Extension Office. MSU—Yellowstone County Extension Office will identify and provide a coordinator based on the assistance needed for an ESF #11 incident. When an incident requires assistance from more than one of the ESF #11 functions, MSU—Yellowstone County Extension Office provides the regional point of contact and represents ESF #11 in its dealings with any Unified Coordination Group. When ESF #11 assistance involves only one functional area of ESF #11 the agency in charge of that functional area may provide an individual to fill the coordinator function as the point of contact to represent ESF #11 in its dealings with any Unified Coordination Group. ESF #11 will have staff on duty at the Joint Field Office (JFO) as needed, for the duration of the emergency response period.

**Actions and Responsibilities**

**Table 11-3. Actions and Responsibilities**

Functional Category	Actions and Responsibilities
General	<ul style="list-style-type: none"> <li>• The ESF #11 Coordinator provides information to the Unified Command Group through the chain of command for the duration of the incident.</li> <li>• The primary agency for the incident assembles an interagency staff to support operations at the Joint Field Office (JFO).</li> </ul>

Emergency Support Function #11- Agriculture and Natural Resources Annex

<p>Nutrition Assistance</p>	<ul style="list-style-type: none"> <li>• Determines the critical needs of the affected population in terms of numbers of people, their location, and usable food preparation facilities for congregate feeding.</li> <li>• Identifies and locates geographically available food resources, transportation, equipment, storage, and distribution facilities.</li> <li>• Coordinates shipment of food to staging areas within the affected area.</li> <li>• Initiates direct market procurement of critical food supplies that are unavailable from existing inventories.</li> <li>• Establishes logistical links with long-term congregate meal services.</li> <li>• Coordinates with tribal, and local officials to determine the nutrition needs of the population in the affected areas.</li> <li>• Works with tribal, local and voluntary agencies to develop a plan of operation that ensures timely distribution of food in good condition to the proper location, once need has been determined.</li> </ul>
<p>Animal and Plant Disease and Pest Response</p>	<ul style="list-style-type: none"> <li>• Coordinates with APHIS to address the potential for outbreaks in multiple States</li> <li>• Notifies USDA's Office of Inspector General (OIG) if a possible intentional pathogen or pest release is reported, animal or plant health authorities immediately.</li> <li>• Within agency capabilities, provides appropriate services to include inspection, quarantine enforcement, fumigation, disinfection, sanitation, pest extermination, and destruction of animals or articles found to be so infected or contaminated as to be sources of dangerous infection to human beings and takes such other measures as necessary.</li> <li>• Coordinates assignment of veterinary personnel to assist in delivering animal health care to injured or abandoned animals and performing veterinary preventive medicine activities, including the conducting of field investigations and the provision of technical assistance and consultation as required.</li> <li>• Coordinates tasks with other ESFs, Veterinary Medical Assistance Teams (VMATs), existing veterinary emergency response teams, and voluntary animal care organizations to respond.</li> <li>• Supports a multi-ESF response together with ESF #6, ESF #8, ESF #9, and ESF #14 to provide for the safety and well-being of household pets.</li> <li>• Provides technical expertise regarding the safety and well-being of household pets.</li> <li>• Coordinates sheltering of livestock at available facilities during emergencies and disasters.</li> <li>• Coordinates with ESF #6 on mass evacuation and sheltering of household pets.</li> <li>• Coordinates with ESF #8 on medical care for household pets.</li> <li>• Coordinates with ESF #8 on zoonotic disease surveillance activities.</li> <li>• Coordinates with ESF #8 in the case of a natural disaster in which</li> <li>• Coordinates transportation for household pets.</li> <li>• Coordinates with ESF #9 on search and rescue operations for household pets.</li> <li>• Coordinates with ESF #14 to ensure continued assistance is provided for household pets during long-term community recovery.</li> </ul>

Emergency Support Function #11- Agriculture and Natural Resources Annex

<p>Assurance of the Safety and Security of the Commercial Food Supply</p>	<ul style="list-style-type: none"> <li>• Assesses the status of inspected meat, poultry, and egg product processing, distribution, import, and retail facilities in the affected area.</li> <li>• Evaluates the adequacy of available inspectors, program investigators, and laboratory services relative to the emergency on a geographical basis.</li> <li>• Inspects and verifies food safety aspects of distribution and retail sites.</li> <li>• Coordinates facilities for laboratory analysis activities to screen meat, poultry, and egg products for chemical, biological, and radiological agents.</li> <li>• Suspends operations of meat, poultry, and egg processing plants as appropriate.</li> <li>• Engages in surveillance of food safety/security-related illness, injury, and other consumer complaints.</li> <li>• Conducts product tracing to determine the source, destination, and disposition of adulterated and/or contaminated products.</li> <li>• Assesses whether meat, poultry, and egg product processors, distributors, and importers in the affected area are able to provide safe and secure food. The operations of facilities that cannot produce unadulterated products are suspended, and other facilities continue to undergo regular or enhanced inspection and verification, including laboratory monitoring of food samples.</li> <li>• Works with tribal, and local authorities as well as industry to conduct tracing, recall, and control of adulterated products. This includes proper disposal of contaminated products in order to protect public health and the environment in the affected area.</li> </ul>
<p>NCH Resources Protection</p>	<ul style="list-style-type: none"> <li>• Determines the critical needs and resources available to preserve, conserve, rehabilitate, recover, and restore NCH resources, in consultation with tribal, local, and private entities.</li> <li>• Coordinates provision of necessary assistance within the affected area.</li> <li>• Provides technical advice, information, and assistance to help prevent or minimize injury to NCH resources.</li> <li>• Provides technical advice, information, and assistance for long-term recovery, restoration, preservation, protection, conservation, stabilization, or rehabilitation of NCH resources.</li> <li>• Utilizes networks of information and expertise on cultural and historic resources.</li> <li>• Utilizes networks of resources represented by the National Archives and Records Administration's partnership with the Council of State Archivists on issues relating to government records and historical documents.</li> <li>• Establishes logistical and communications links with organizations involved in long-term NCH resources protection, preservation, conservation, rehabilitation, recovery, stabilization, and restoration.</li> <li>• Addresses long-term community recovery activities carried out under ESF #14 that involve NCH issues.</li> <li>• Organizes and provides technical advice, information, and other assistance to help prevent or minimize injury to and to restore or stabilize NCH resources.</li> <li>• Provides technical assistance in contracting, contract management, procurement, construction inspection, and NCH resources assessments and restoration (natural resources), preservation, protection, and stabilization.</li> <li>• Provides technical and financial assistance to landowners and communities as appropriate to help assess the restoration needs and requirements for important fish and wildlife habitats and populations.</li> </ul>

Emergency Support Function #11- Agriculture and Natural Resources Annex

Household Pets Response	<ul style="list-style-type: none"><li>• Conducts situation assessments to determine the critical needs of household pets.</li><li>• Identifies and manages available resources to support the evacuation and shelter of household pets.</li><li>• Expedites requests for emergency assistance.</li><li>• Supplies technical assistance and subject-matter expertise to provide for the safety and well-being of household pets.</li></ul>
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**Signatures**

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We, the undersigned, understand our roles and responsibilities as outline in ESF #11.

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Bradley Shoemaker, Director  
Yellowstone County Emergency & General Services

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Mike Linder, Sheriff  
Yellowstone County Sheriff's Office

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Steve Lackman, Agricultural Agent  
MSU—Yellowstone County Extension Office

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John Felton, President & CEO/ Health Officer  
RiverStone Health

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Lora Mattox, Historic Preservation Officer  
Yellowstone County Historic Preservation Board