

# MINUTES

SEPTEMBER 13, 2018

1:30 P.M.

FIRE STATION #1 – BASEMENT - [USE 2300 9<sup>TH</sup> AVENUE N. ENTRANCE]

## INTRODUCTIONS

**MINUTES** – Minutes approved. [Hanson / Neil]

**QUARTERLY FINANCIAL REPORT** - – [Joe Marcotte on behalf of Brad Shoemaker, Yellowstone County DES Director / LEPC Treasurer]

Reports will be presented quarterly in the months of March, June, September, and December. Joe reported in Brad's absence. Brad reported to Joe via email that the LEPC account currently has a balance of \$26,632.76. There were not any debits or credits in the last 90 days.

## **COMMITTEE REPORTS**

1) **EXERCISE DESIGN COMMITTEE REPORT** [Charlie Hanson] The following was reported:

- a. IEMC AAR-IP will be discussed and advanced during the September 25<sup>th</sup> meeting of the subcommittee. FEMA will be providing an overview presentation of the IEMC outcomes during the 10/11 meeting of the LEPC as well as an executive summary session for agency officials on 10/12. A notice for the executive session is forthcoming.
- b. September 5<sup>th</sup> 83<sup>rd</sup> CST Mass Casualty Exercise – A hotwash was held on 9/11. The AAR-IP will be discussed at the next subcommittee meeting on 9/25.
- c. The Laurel Schools exercise (train/bus collision scenario) is on hold at this time
- d. A tabletop exercise (measles scenario) is scheduled for 12/5. The location is being confirmed – potentially Billings Clinic or RiverStone Health.
- e. An active shooter exercise is being planned for the Armed Forces Center. Details are still in the works.
- f. Laurel Health and Rehab is planning an exercise for sometime later this year. Charlie and Jason Mahoney are assisting.
- g. The Great Montana Shakeout is planned for 10/18 at 10:18. Please refer to the MT DES website and/or the FEMA website for additional information. Montana has been a national leader for number of participants in this nationwide event. A significant contributor to the number of participants has been the number of schools participating in the event. As happened last year, the event will occur during the MT Teacher's Convention Weekend. That means most schools are closed. As in year's past, there is an option to conduct the drill on an alternate date. No matter when a particular agency conducts its drill, it is important to register. The link to the registration site is:  
<https://www.shakeout.org/register/simple.php>

- h. The next COYOTE Exercise will occur in 2020. The subcommittee is beginning initial discussion about this exercise. The proposed scenario is an active shooter incident. There will be tabletop and functional drills leading up to a full-scale exercise sometime in 2020.
  - i. Next committee meeting on 9/25 at 1000 at the United Way offices at 2173 Overland Drive.
- 2) **GRANTS SUBCOMMITTEE** [Dianne Lehm] – No report.
- 3) **CAER / CITIZENS CORP COUNCIL SUBCOMMITTEE** [Pam Sanderson]: No report
- 4) **HEALTH & MEDICAL ADVISORY GROUP (HMAG)** [Shawn Hines] Joe Marcotte and Greg Neill reported the following:
- a. Get your flu shot
  - b. The subcommittee has not met since the last LEPC meeting
  - c. Next meeting is on 9/21 at 1000 at RiverStone Health
- 5) **CONFERENCE SUBCOMMITTEE** [Jen Staton/Charlie Hanson]:
- a. The 2019 event is scheduled for April 2 and will be hosted at RiverStone Health.
  - b. A draft agenda has been developed and speakers are being sought at this time.
  - c. The group continues to request ideas / suggestions for topics and other matters pertaining to the 2019 event. Please contact Jen and/or Charlie with ideas.
- 6) **CRISIS COMMUNICATIONS SUB-COMMITTEE/P.I.O.'s** [No Committee Chair Identified]
- a. Joe reported that he has been contacted by a couple of PIOs in the community who wish to get something going with the group
  - b. It has been suggested that the group gather without a defined leader to resume planning for a joint information system and the joint information center. Those present at the meeting thought this was a good idea.
- 7) **COMMUNICATIONS SUBCOMMITTEE** [Jason Mahoney] – No report
- 8) **TRAINING SUBCOMMITTEE** [Greg Neill]
- a. There is some training available in the state. Please see the DES Weekly notice for training opportunities.
  - b. Joe mentioned that there are still seats available in the ICS-200 (9/17); -300 (10/15-16); and -400 (11/12—13) classes he is teaching. Please contact Joe ([jmarcotte@billingsclinic.org](mailto:jmarcotte@billingsclinic.org)) if you or someone else wishes to attend.
- 9) **PLANNING SUBCOMMITTEE** [TBD]
- a. Jen Staton commented that the group is working on the ESF-8 documents. In addition to ESF-8, some work is being done on connected documents/protocols.
  - b. Discussion is also occurring about standardization of Unified Health Command procedures.

## **OLD BUSINESS**

- 1) Joe provided an update on the status of the County DES Coordinator position. He has been in contact with the County Commissioners as well as the County Public Works Director regarding the position. Joe will be directly involved in the selection process. Joe has contributed to the revision of the job description and position posting. The position is posted with a closing date of 9/28. Vetting of applicants will begin soon after 9/28.

## **NEW BUSINESS**

- 1) A recommendation was made that the timing of the September meeting of the LEPC be adjusted in future years to accommodate the United Way Day of Caring. The low attendance at this meeting was likely due to the number of members who are participating in Day of Caring events. It may even be appropriate to cancel the September meeting. This subject will be added to the October meeting agenda for discussion with a larger audience.
- 2) Agency education:
  - a. Billings Police Department (Brian Korell)–
    - i. Canine Unit (Officer Jeremiah Adams).
      1. There are four teams (3 dual purpose; 1 single purpose)
      2. The dog plus training costs about \$15,000
      3. Training takes about 1 year
      4. Officer Adams provided a demonstration of a drug find and answered questions about the training process
    - ii. Captain Korell shared that there are numerous law enforcement resources within Billings Police Department along with associated equipment. The department is divided into the following subdivisions:
      1. Traffic
      2. SWAT
      3. Drug Task Force
      4. Detectives
      5. Canine Unit

## **OTHER BUSINESS**

- 1) Harry Schlitz shared that today (9/13) Pet Partners of Billings will hold a recertification event at 1600-1800 for some of its teams. All are welcome to attend. The event will provide an opportunity to see the dog/handler teams in action. It will take place in the Billings Clinic Mary Alice Fortin Health Conference Center Rooms B & D.
- 2) Recent Events / Lessons Learned
  - a. 9/5 83<sup>rd</sup> CST Mass Casualty Exercise – it was learned that there is a significant “dead” spot for cell phone signal on the north end of Pioneer Park.

**MOTION FOR ADJOURNMENT [NEILL / SCHLITZ]**