

MINUTES

JUNE 11, 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>QUARTERLY FINANCIAL REPORT [DUANE WINSLOW] Financial Reports are given quarterly: March, June, September, December</p> <table border="1"> <thead> <tr> <th></th> <th>Opening Balance</th> <th>Debits</th> <th>Credits</th> <th>Ending Balance</th> </tr> </thead> <tbody> <tr> <td></td> <td>\$25,563.54</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2014 Safety Conf Share</td> <td></td> <td></td> <td>\$1,416.15</td> <td></td> </tr> <tr> <td>DPC Donation</td> <td></td> <td></td> <td>250.00</td> <td></td> </tr> <tr> <td>General Ledger Total</td> <td></td> <td></td> <td></td> <td>\$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
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	<p>EXERCISE DESIGN COMMITTEE: [JEFF ASHWORTH, CHAIR]</p> <p>FORMIDABLE FOOTPRINT EXERCISE SCHEDULE: 2014-2015</p> <table border="1"> <thead> <tr> <th>Exercise Date</th> <th>Scenario</th> <th></th> </tr> </thead> <tbody> <tr> <td>JUN 27, 2015</td> <td>HURRICANE</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>JUL 25, 2015</td> <td>SOLAR STORM</td> </tr> <tr> <td>AUG 29, 2015</td> <td>FLOOD</td> <td>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>SEPT 26, 2015</td> <td>WILDFIRE</td> <td rowspan="3">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> <tr> <td>OCT 31, 2015</td> <td>TORNADO</td> </tr> <tr> <td>JAN 30, 2016</td> <td>EARTHQUAKE</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		JUN 27, 2015	HURRICANE	Separate registration is required to participate in each exercise. Individual participant registration CLOSES at 9:00AM ET on the day prior to the exercise.	JUL 25, 2015	SOLAR STORM	AUG 29, 2015	FLOOD	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.	SEPT 26, 2015	WILDFIRE	If an individual is not registered they will not receive important e-mailed materials designed to ensure their participation in the exercise is successful.	OCT 31, 2015	TORNADO	JAN 30, 2016	EARTHQUAKE	<p>NEXT EXERCISE DESIGN MEETING:</p> <p>June 23 10:00-11:00 a.m.</p> <p>4th Floor/Conf Room Billings Clinic Cancer Center</p>							
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LOCAL EMERGENCY PLANNING COMMITTEE

2305 8TH AVENUE NORTH – BILLINGS, MT 59101
 JOE MARCOTTE, CHAIR

COMMITTEE REPORTS	ACTION STEPS / FUTURE EVENTS
<p><u>MAY 6: FAMILY ASSISTANCE TABLE TOP EXERCISE: MANSFIELD CENTER – 1:00 – 5:00 P.M.</u> <u>FACILITATED BY CHARLIE HANSON</u> Scenario for this table top exercise was what to do in the aftermath of a tornado striking a Billings neighborhood resulting in 1800+ homeless, 150+ injured.</p>	
<p><u>MAY 13TH @ 9AM – AIRPORT TABLETOP – BOMB THREAT ON INCOMING FLIGHT.</u> Airport Operations Center. Approximately 40-50 people attended. The Exercise focused on the after emergency response plan. Pre-planned staging area locations, communication between Police and FBI.</p>	
<p><u>JUNE 18: FEMA VIRTUAL TABLE TOP EXERCISE @ RIVERSTONE HEALTH – 10:00 A.M. – 2:00 P.M.</u> <u>FACILITATED BY CHARLIE HANSON.</u> Lunch will be provided.</p>	
<p><u>MT/WYOMING Co-OP SPILL DRILL – AUGUST 18-19-20</u> - This is an internal / annual drill.</p>	
<p><u>SEPTEMBER 17: BILLINGS FIRE / REGIONAL HAZMAT TEAM & 83RD CST MASS DECON EXERCISE</u> Preliminary plans include a mass decon at the Montana Pavilion with approximately 50-100 volunteers participating.</p>	
<p><u>OPERATION COYOTE 2016:</u> P.O.D. (Point of Dispensing) Exercise runs in real time. Planning meetings are the 4th Tuesday of each month.</p>	
<p><u>GRANTS COMMITTEE [DIANNE LEHM, CHAIR]</u> Fuels Mitigation Grant: 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.</p> <p>Dianne also reported that she has been contacted by www.floodsmart.com with an offer of free stickers that can be distributed to the community to increase flood awareness.</p> <p>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</p>	<p>Dianne Lehm lehm@bigskyeda.org</p>
<p><u>CAER/CITIZENS CORPS [PAM SANDERSON]</u> CAER committee did not meet this month.</p> <p>Pam thanked Joe and Jason for monitoring the Ready Yellowstone booth at the Billings Clinic Health/Safety Fair on June 2nd.</p> <p>Last month talked about the developing social media policy and that the draft has been given to Duane Winslow. A policy needs to be drafted or at least a guideline adopted and in place prior to an event.</p>	
<p><u>HEALTH & MEDICAL ADVISORY GROUP (HMAG) [GREG NEIL]</u> Next project is to start reviewing Emergency Operation Plans. They will begin with the medical portion of the Yellowstone County E.O.P.</p>	

COMMITTEE REPORTS	CONFERENCE SUB-COMMITTEE: No final report has been received. Joe reported that he hasn't received anything regarding the final numbers from the 2015 conference.	
	CRISIS COMMUNICATIONS SUB-COMMITTEE: [NO COMMITTEE CHAIR IDENTIFIED.] The Crisis Communications Sub-Committee did not meet this month.	
	COMMUNICATIONS SUB-COMMITTEE: [JASON MAHONEY] Chuck Bikle reported that the Committee did not meet this month. A 'straw' poll was conducted in order to identify a suitable new date & time for the meetings.	
	TRAINING SUB-COMMITTEE: [GREG NEILL] Training opportunities are being forwarded via email as they become available.	
	Montana DES is hosting a FEMA delivery of the G318 <i>Local Mitigation Planning Workshop</i> at Fairmont Hot Springs on July 15-16. This workshop is designed for local government officials, State officials, and others who are involved in the development of a local hazard mitigation plan. The purpose of the workshop is to provide guidance on developing or updating local hazard mitigation plans to meet the requirements of Title 44 Code of Federal Regulations (CFR) §201.6 for FEMA approval and eligibility to apply for FEMA Hazard Mitigation Assistance grant programs. Montana DES does have a limited amount of funding to reimburse participants for travel costs including hotel and per diem. Please see the attached flyer for more information or contact Nadene Wadsworth, MT DES, at 406-324-4785 or nwadsworth@mt.gov	
	If you intend to enroll in the July Seismic Assessment Courses scheduled for Butte, Bozeman, and Helena, <u>please enroll by June 21st</u> so we can get an accurate count for materials. See the calendar or attached flyers for registration information. - FEMA P-395, <i>Earthquake Safety and Mitigation for Schools</i> July 22, 2015 - Helena, Montana - FEMA P-154, <i>Rapid Visual Screening of Buildings for Potential Seismic Hazards</i> (pre-disaster), and ATC-20, <i>Postearthquake Safety Evaluation of Buildings</i> (post-disaster) (Bozeman July 21 & Butte July 23)	
	Montana Office of Public Instruction (OPI) is sponsoring two <i>Hands-On Workshops: Developing Key Components in School Emergency Operations Plans</i> in Missoula (August 4-5) and Billings (August 12-13). OPI does have limited funding to cover travel costs for personnel from Montana School Districts. A full agenda and information on registration is available here: http://www.opi.mt.gov/pdf/Health/EP/15Aug_SEMP_Training.pdf or contact Amanda Domino, Montana OPI, at 406-444-1964 or adomino@mt.gov if you have questions.	
	MSU Bozeman still has seats for the Sep. 22-24 offering of FEMA L363 <i>Multi-Hazard Emergency Planning for Higher Education</i> course, and has extended the original June 1 deadline for registration. Please see the attached flyer and register as soon as possible if you are interested in this training.	
OLD BUSINESS	No old business	
NEW BUSINESS	DXP is hosting a Thermo Demo, June 18 th . An email 'flyer' will be sent out. All are invited to attend.	

OTHER BUSINESS	<u>YELLOWSTONE COUNTY EMERGENCY OPERATIONS PLAN:</u> It was proposed to begin adding sections of the Yellowstone County EOP to the Agenda to review? As well as create an action plan from the GAP Analysis from the By-Laws review. An alternate proposal was to have a standing committee/work team that will review the sections and bring recommendations to the LEPC for approval. Work Team Members are: Rick Musson, Chair; Greg Neill, Joe Marcotte, Duane Winslow.	

Next LEPC meeting is scheduled for **JULY 9, 2015** @ 1:30 p.m.

Meeting Adjourned: 2:15 p.m. [Ashworth/Bikle]

ATTENDANCE RECORD – JUNE 11, 2015 MEETING

Company	Present	Name	Federally Funded Yes / No	Miles Travelled One-way
Advanced Care Hospital		Copeman, Chuck	No	15
Alternatives, Inc.	X	Clark, Shawna	No	1
American Medical Response		Gurchiek, Lyndy	No	5
	X	Hansen, Brian	No	5
American Red Cross		Firman, Abra	No	1
		Washburn, Jill	No	1
Big Sky EDA – Project Impact	X	Lehm, Dianne	No	5
		Patrick Klugman	No	1
Billings, City of – Airport		Barry, Tom		2
	X	Brown, Jeff		2
		Brumfield, Chase		2
Billings, City of – Airport Fire		Glancy, Mike	No	1
Billings, City of – Fire		Dextras, Paul	No	1
	X	Gibson, Kathy	No	2
	X	Hoppel, Matt	No	2
		Larson, Terry	No	5
		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		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)		
		Phillips, Joey	No	30
CHS Refinery – Laurel		Metzger, Keith		30
County Water District of Blgs Heights		Nieskens, Duke	No	3
		Brookshire, Peyton	No	3

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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
		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		
		Frickle, Melanie		
		Williams, Michael		
MT Dept of Livestock		Szymanski, Tahnee		
MT Dist. V DES Rep.	X	Hanson, Charlie	Yes	5
Montana Highway Patrol		Baum, Craig	No	
MSSC		Roadifer, Greg	No	8
		Stulc, Aaron		2
MSU-Billings – Risk Manager		Aamold, Christy	No	1

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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		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	X	Harmon, Jeff	No	
Rimrock Foundation		Eckenroad, Jim	No	1
Riverstone Health		Matich, Matt	Yes	2
	X	Neill, Greg	Yes	2
		Schneeman, Barbara		
		Bailey, Kim	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		
	X	Wilkerson, Rob		6
St. Vincent Healthcare		Dugan, Bill		1
		Janskovitch, Tony		
		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

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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:				
	19	TOTAL ATTENDANCE		