

**MINUTES**  
**AUGUST 13, 2020**  
 [VIRTUAL MEETING]

**INTRODUCTIONS**  
**MINUTES**

**QUARTERLY FINANCIAL REPORT -** – [KC Williams, Treasurer – Yellowstone County DES Director]

Reported quarterly: March, June, September, and December.

	OPENING BALANCE	DEBITS	CREDITS	ENDING BALANCE	
				\$26,698.00	
<b>COMMITTEE REPORTS</b>					
<b>EXERCISE DESIGN: CHARLIE HANSON</b>					
	The only exercise being actively worked on is the Airport Exercise, August 27. COVID has affected the usual number of 1 <sup>st</sup> responder agencies that are tapped to participate.				
Notes from the 8/12/2020 mtg Airport Ops Ctr 2:00-3:00 p.m.	5 attended the meeting 1. Welcome and introductions 2. Review of prior meetings 3. Pete at MSU-B has 8-10 signed up now, and is working on Housing RAs who are I training, a class will be asked to provide some volunteers; additionally there are some folks at the airport that will play as volunteers also; students move into the dorms this Sunday.  MSU-B will have a couple of people with marketing/communications to take pictures and document what is going on. Salvation army will have continental breakfast at 08:00, have water for folks during the exercise, will have lunch around noon. KC Williams is planning on being at the exercise and will be plugged into being an evaluator.  Moulage will be done at Airport Ops Center. Evacuation slide will be deployed at plane; victims will be cycled through more than once. Charlie will make 6+ copies of evaluation sheet for evaluators. Script is being developed and someone will play dispatch, since the exercise will not involve dispatch or the EOC.				
	The following Motion was made and approved.  MOTION: To have the LEPC provide funding to provide food (that the Salvation Army will prepare) and water (to be purchased) for those participating in the Airport's exercise not to exceed \$750.00. Hanson / Wilkerson				
	Paul Totton with contact the Salvation Army.				
	Charlie stated that he does not see any other exercises on the horizon and is considering suspending Exercise Design Sub-Committee meetings until Corvid 19 become less of a concern.				
	KC asked if some of the exercises could be done virtually. Charlie stated that while it is a great technology it is not a substitute for the real thing, but would be happy to keep the discussion open.  Dan Carter stated that they are doing virtual drills/exercises and training via Zoom and it was pretty effective and allowed them to interact with people across multiple time zones.				

# LOCAL EMERGENCY PLANNING COMMITTEE

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

**JOE MARCOTTE, CHAIR**

<b>OTHER EXERCISES:</b>		
<b>GRANTS: DIANNE LEHM</b>		
	Dianne reported that grant opportunities are starting to pop up and changing almost daily. She will send information with information for business and business economic recovery to KEG to be distributed via email.	
	BRICK – opening September 2020 – January 2021 seems to be for infrastructure projects. Dianne said she would be watching for any funding opportunities that would benefit the City and County.	
	Asst. to Firefighters Grant application submission portal is open.	
	Fuels Reduction funding is available. Forty-three applications have been received. Because wildfire season is upon us, there is more interest than funding available. Applications are being reviewed as they are received, so if you are interested, please reach out to KC's office. Yellowstone County Disaster & Emergency Services – 406-256-2775.	
<b>CAER / CITIZENS CORP: PAM SANDERSON</b>		
	Pam reported that they did not meet. Members of the CAER committee are busy with their own preparedness plans and active responses to COVID-19.	
	Annual Day of Caring events have been postponed; however, all are encouraged to do something online. More to follow.	
	However once they can resume their normal meeting schedule, whether it be in person or virtual, the primary focus will be emergency preparedness / disaster recovery information for business	
	Reminder that September is National Preparedness Month.	
<b>HMAG: SHAWN HINES</b>		
	HMAG did not meet.	
<b>CONFERENCE: JEN STATON</b>		
	Planning for the next conference is currently on hold.	
<b>CRISIS COMMUNICATIONS: DAN CARTER, CHAIR</b>		
	Dan reported that the quarterly meetings have been postponed, as PIO's have been busy.	
	KC Williams complimented the LEPC on its continuing support of the need for a PIO position within the City and the County. He noted that the City had to cut their PIO position request due to budget constraints for FY2021 and the County continues to discuss the need and importance of that position.	
<b>COMMUNICATIONS: JASON MAHONEY</b>		
	Chuck Bikle reported that the Communications Sub-Committee has suspended their regular meeting schedule. Their meeting place is City Brew on Grand and in light of the recent upticks in positive Covid19 cases in Yellowstone County; they have chosen not to meet.	
<b>TRAINING: GREG NEILL</b>		
	Training announcements are still being emailed out as they are received.	
	KC Williams reported that he participated in a virtual training session via BNSF.	
<b>PLANNING: KC WILLIAMS</b>		
	Work by the Consultant to draft the County Hazmat plan continues. KC reported that he has not received any feedback from local hazmat experts yet. He stated that he would like to invite the Consultant as a guest to the September LEPC meeting to give a brief overview of the progress.	
<b>OLD BUSINESS</b>		
COVID-19 Update	As of 10am this morning. Yellowstone county case = total of 1424; New cases in last 24 hours = 37 Active case = 546; We have had 32 deaths	
<b>NEW BUSINESS</b>		

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OTHER BUSINESS		
LESSONS LEARNED:		
HAZMAT CHEMICAL RELEASE REPORTS: KC WILLIAMS		
	KC reported that there were 23 hazmat related incidents that were significant enough that they were reported to DEQ.  He also stated that he has requested a list from BNSF of trains moving through the County and what types of hazardous materials they are carrying.	
AGENCY PRESENTATION: POSTPONED UNTIL FURTHER NOTICE.		

The next meeting is September 10, 2020 @ 1:30 p.m.

Reminder that your faithful scribe will not be at the September 10<sup>th</sup> meeting.

There being no other business, meeting adjourned: 2:03 p.m.

**ATTENDANCE RECORD – AUGUST 13, 2020**

Company	Present	Name	Federally Funded Yes / No	Miles Travelled One-way
		Ellis, Erin	No	5
373 Consulting		Mahoney, Jason		5
Advanced Care Hospital		Copeman, Chuck	No	15
Ag Worker Health / Services		Stephens, Claudia	No	2
Alpha Omega Disaster Restoration		Johnson, Willy		
		Scheetz, Sonya		
Alternatives, Inc.	X	Deady, Rick Alan	No	2
American Medical Response	X	Hansen, Brian	No	5
		Collins, Amber	No	5
American Red Cross		Firman, Abra	No	1
		Hamilton, Sherrilyn	No	1
Big Horn County DES		Mischel, Brian	No	120
Big Sky EDA – Project Impact	X	Lehm, Dianne	No	5
		Maclean, Thom	No	1
Billings, City of – Airport				2
		Smith, Colter		2
Billings, City of – Airport Fire	X	Totton, Paul	No	1
Billings, City of – Fire		Biggins, Sean	No	1
		Francis, Bryan	No	1
	X	Gibson, Kathy	No	1
		Hoppel, Matt	no	1
		Lyon, Jason	No	2
		Rash, William	No	1
		Valdez, Pepper	No	1
Billings, City of – Police				
		Korell, Brian		5
Billings, City of – Public Safety/Radio Tech		Kristjanson, Jon		1
Billings, City of – Public Works		Krizek, Boris		3
Billings, City Public Works – Water			No	3
Billings, City/County Planning		Friday, Wyeth	Yes	5
Billings Clinic		Marcotte, Joe		5
Billings Public Schools		Pearce, Cyndi	Yes	3
Brenntag Pacific, Inc.		Gold, Nick	No	15
BusinessWatch Montana		Cox, Meridith	No	

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Company		Name	Federally Funded Yes / No	Miles Travelled One-way
BSNF Police		Douglas, Justin	No	5
CHS Pipelines & Terminals– Laurel		Beach, Tina	No	30
		Fink, Chris		
		Larson, Marc		
		Martin, Jay	No	30
		Phillips, Joey	No	30
CHS Refinery – Laurel Pipelines & Terminals		Haan, Jacob		30
		Metzger, Keith		30
		LaCasse, Shane	No	30
County Water District of Blgs Heights		Nieskens, Duke	No	3
		Brookshire, Peyton	No	3
DHS	X	Middlebrook, Randy		
		Barone, Chris		
DPC		Rosh, Ron	No	
Diamond B Technology Solutions		Rockvam, Perry	No	2
		Ullman, Jennifer		
ExxonMobil Refinery	X	Carter, Dan	No	5
		Westbrook, Bobby	No	3
ExxonMobil Pipeline		Burns, Maureen	No	5
		Vokral, James	No	4.5
		Gilskey, Trevor		
FBI		Brown, Nadine	Yes	1
		Rose, Nicolette	Yes	1
		Stewart, Michele	Yes	1
		Shirley, Kiffa	Yes	1
Fuego Fire Service		Hurd, Robert, MD	No	3
HAWKINS, Inc.		Lehner, Ross		
HOPE [Animal Assisted Crisis Response] Dogs	X	Schlitz, Harry		
Latter-Day Saints Charities	X	Nielsen, Lynnadel	No	5
		Zaugg, Bev		
Laurel, City of		Courtney, Karen	No	30
Laurel, City of		Markegard, Kurt	No	30
Laurel, City of – Ambulance		White, Thomas	No	3
Laurel, City of – Fire Department		Shomer, Jason		30
Laurel, City of - Police Department		Langve, Stan	No	30
		Sauter, Joel	No	30
Laurel Public Schools		Blonk, Tim	Yes	30
Living Independently Today/Tomorrow		Jed Barton	No	2
Lockwood Fire Dept		Staley, John	No	7

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Lockwood Water & Sewer		Woods, Woody		7
Loveland Products		Grassel, Diana		
		Frickle, Melanie		
		Berry, Jacob	No	3
Montana Dakota Utilities		Tipton, Michelle	No	2
MT Dist. V DES Rep.	X	Hanson, Charlie	Yes	5
		Gates, Jeff	Yes	
Montana Fire Service Training School		Larson, Terry		
Montana Highway Patrol		Edgell, Keith	No	
MSU-Billings –Police		Otterness, Denis	No	2
		Gatlin, Brandon		1
Montana Prescribed Fire Service		Bushey, Chuck		
Montana Rail Link		Bacino, Tom	No	357
		Turner, Mark		20
Montana Sulphur & Chemical		DeHart, Mark	No	
Montana Women's Prison				3
		Mooreman, Michael		3
Musselshell County DES		Harper, Andrew		110
National Weather Service	X	Frieders, Thomas		
		Setzenfand, Robert		
Northwestern		Perry, Lisa	No	
PPL-Montana		Beckman, Lee		2
		Kimmet, Ken		2
		Magnuson, Chris		1
Phillips 66	X	Adelman, Ben		2
		Gallogly, Sean	No	1
Phillips 66 Pipeline		Wahlert, Shawn	No	
Rehabilitation Hospital	X	Glancy, Mike		
Rimrock Foundation		Eckenroad, Jim	No	1
Riverstone Health	X	Neill, Greg	Yes	2
		Schneeman, Barbara	Yes	2
		Snyder, Clark		
		Staton, Jennifer		
			Yes	2
SM Energy		Sutherland, Jeniffer	No	1
		Tengberg, Kim	No	1
Salvation Army	X	Major Keith Bottjen	No	2
		Peterson, Colin		

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St. John's United		Burgess, Kent		
	X	Wilkerson, Rob		6
St. Vincent Healthcare			No	2
Shepherd Vol. Fire Dept		Ehlers, Phil	No	15
Stillwater Billings Clinic		Davey, Scott	Yes	100
		Grim, Jill	Yes	100
Sysco Food Service		Kelly, Chuck		4
US Marshal's Service		Ostermiller, Rod		
		Rash, Carol	Yes	2
United Way Volunteer Center	X	Sanderson, Pam	No	2
				2
Vitalant [formerly United Blood Services]		Rainey, Scott		
YARES, Radio Club	X	Bikle, Chuck	No	6
		Lough, Bob		
		Stiles, Paul		
		Tisdale, Wayne		
Yellowstone Art Museum		Price, Kelly		1
Yellowstone County DES	X	Williams, KC		
		Oberg, Linda		
Yellowstone County GIS	X	Powell, Mike		
		Reynolds, Janet		
Yellowstone Co – Sheriff		Bofto, Sam		
		Linder, Mike		2
		O'Donnell, Kent		
		Cunningham, Kevin	No	2
Yellowstone Hotel/Motel Association				
83 <sup>rd</sup> Civil Support Team (WMD)		Anderson, Shane	Yes	243
		Steichea, Jason	Yes	
		Swan, Donnie	Yes	243
Company	Present	Name	Federally Funded Yes / No	Miles Travelled
<b>GUESTS:</b>				
		<b>TOTAL ATTENDANCE</b>		

## 10-MINUTE AGENCY EDUCATION SESSIONS SCHEDULE

MEETING DATE	AGENCY		COMPLETED
JANUARY, 2020	YELLOWSTONE COUNTY GIS		X
FEBRUARY, 2020	NO PRESENTATION		
MARCH, 2020	NO PRESENTATION		
APRIL, 2020	373 CONSULTING	BILLINGS PUBLIC WORKS	Moved to MAY
MAY, 2020	373 CONSULTING	BILLINGS PUBLIC WORKS	MTG CANCELLED: COVID19 RESTRICTIONS
	ADVANCED CARE HOSPITAL	BILLINGS CLINIC	COVID19 RESTRICTIONS
JUNE, 2020	ALTERNATIVES	BORDER STATES ELECTRIC	VIRTUAL MTG
JULY, 2020	BIG SKY EDA	BRENTAG PACIFIC	
AUGUST, 2020	BILLINGS AIRPORT	CHS – LAUREL	
SEPTEMBER, 2020	BILLINGS AIRPORT ARFF	SCHOOL DISTRICT #2	
OCTOBER, 2020	BILLINGS FIRE	COUNTY WATER DIST. – HEIGHTS	
NOVEMBER, 2020	BILLINGS POLICE	DPC INDUSTRIES	
DECEMBER, 2020	BUSINESS MEETING – No PRESENTATIONS		
JANUARY, 2021	BIG HORN COUNTY DES	LIVING INDEPENDENT	
FEBRUARY, 2021	DIAMOND B TECHNOLOGY	LOVELAND PRODUCTS	
MARCH, 2021	EXXONMOBIL	MSU-B POLICE	
APRIL, 2021	FBI	MSU FIRE TRAINING SCHOOL	
MAY, 2021	HAWKINS, INC.	MT DES – DISTRICT V	
JUNE, 2021	HOPE DOGS	MT DAKOTA UTILITIES	
JULY, 2021	LATTER DAY SAINTS CHARITIES	MT HIGHWAY PATROL	
AUGUST, 2021	CITY OF LAUREL	MT RAIL LINK	
SEPTEMBER, 2021	LAUREL POLICE	MT PRESCRIBED BURN	
OCTOBER, 2021	LAUREL FIRE	MT WOMEN'S PRISON	
NOVEMBER, 2021	LEGACY HEALTHCARE	Mt SULPHUR	
DECEMBER, 2021	BUSINESS MEETING – No PRESENTATIONS		
JANUARY, 2022	LOCKWOOD FIRE	US MARSHAL'S	
FEBRUARY, 2022	MUSSELSHELL DES	US EPA – REGION 8	
MARCH, 2022	NATIONAL WEATHER SERVICE	US POSTAL SERVICE	
APRIL, 2022	NORTHWESTERN ENERGY	UNITED WAY VOLUNTEERS	
MAY, 2022	PHILLIPS 66	VITALANT	
JUNE, 2022	REHAB HOSPITAL	YARES	
JULY, 2022	RIMROCK FOUNDATION	AG WORKERS HEALTH SERVICE	
AUGUST, 2022	RIVERSTONE HEALTH	ALPHA OMEGA DISASTER	
SEPTEMBER, 2022	RED CROSS	YELLOWSTONE ART MUSEUM	
OCTOBER, 2022	ST. JOHN'S UNITED	YELLOWSTONE Co. DES	
NOVEMBER, 2022	ST. VINCENT HEALTHCARE	YELLOWSTONE Co. SHERIFF	
DECEMBER, 2022	BUSINESS MEETING – No PRESENTATIONS		
JANUARY, 2023	SALVATION ARMY	YELLOWSTONE Co. GIS	
FEBRUARY, 2023	SYSCO	CITY/COUNTY PLANNING	
MARCH, 2023	FUEGO FIRE DEPT	JOINT CITY/COUNTY 9-1-1 CENTER	
APRIL, 2023			
MAY, 2023			
JUNE, 2023			