

# MINUTES

## FEBRUARY 13, 2020

**INTRODUCTIONS**

**MINUTES APPROVED AS DISTRIBUTED [LOUGH/BIKLE]**

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

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

	OPENING BALANCE	DEBITS	CREDITS	ENDING BALANCE	
	\$25,052.90	\$357.50	\$4,250.00	\$28,945.50	

COMMITTEE REPORTS	
<b>EXERCISE DESIGN: CHARLIE HANSON</b>	
Jan 28	TTE: Active Shooter Table Top 2:00-4:00 p.m. @ Ag/Farm Workers Council offices at their request. Billings Fire, Police, AMR were represented TTE went well, so well in fact that the Ag/Farm Workers Council would like to do similar exercises at their other facilities in the future.
Feb 25	Coyote 2020 Planning meeting
March 16	TTE Family assistance planning process
May 7	Coyote 2020: Aircraft cabin fire, full scale
June 21	TTE Measles / highly infectious diseases
	Next Meeting: February 25 @ 10:00 am. – United Way offices
<b>OTHER EXERCISES:</b>	
<b>GRANTS: DIANNE LEHM</b>	
	Assistance To Firefighters Grant application process is open – closing March 13
	BLM – RFP fuels mitigation proposals were reviewed and the contractor selected is Advanced Arbor Care.
	In addition, as a reminder to all agencies, if you have a project and in need of grant funding, please forward those ideas, requests to Dianne so that she can be on the lookout for funding opportunities as they arise.
<b>CAER / CITIZENS CORP: PAM SANDERSON</b>	
	Primary focus will be emergency preparedness / disaster recovery information for business
	Next Meeting: February 25 <sup>th</sup> @ 1:30 p.m., United Way offices
<b>HMAG: SHAWN HINES</b>	
	Joe reported that HMAG met the end of January. Discussion concerning the shortage of blood in Yellowstone County and the impact upon critical care. You will see blood drive announcement, please donate and if you can, please promote and / or even host a blood drive at your agency.
	N95 respirators supplies are running low because one of the major suppliers is in China.
	TTE Measles discussion
	Corona virus affects nationally, locally. Currently no confirmed cases within the State.
	Based on what we know now, the risk that you will become infected with COVID-19 is low. In fact, it's much more likely that you'll get the flu, which is estimated to have sickened 26 million and killed

# LOCAL EMERGENCY PLANNING COMMITTEE

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

**JOE MARCOTTE, CHAIR**

	about 14,000 people in the U.S. since the start of the flu season.	
	Unified Health Command protocols are under review.	
	Reminder HMAG meetings have moved to the Billings Clinic.	
<b>CONFERENCE: JEN STATON</b>		
	April 16, 2020 – mark your calendars	
	Registration is open. At this time, only 20 registrations have been received.	
<b>CRISIS COMMUNICATIONS: DAN CARTER, CHAIR</b>		
	Dan Carter was unable to attend. He emailed his report.	
	The Crisis Communication Subcommittee had our first PIO meeting in January. It was a session to better understand the roles and responsibilities each PIO has for various public and private entities. Representatives were from Billings Clinic, St. Vincent Healthcare, RiverStone Health, ExxonMobil, the City of Billings and Yellowstone County. We will be concentrating on ensuring we all have the appropriate level of ICS and NIMS training to adequately build a countywide JIC system. We will be meeting quarterly.	
	I will make a more full report at the March meeting.	
<b>COMMUNICATIONS: JASON MAHONEY</b>		
	Did meet in January. Toured the new 9-1-1 Center facility. We are lucky to have it.	
	Discussion regarding the status of the Dunn Mountain site	
	Discussion regarding Ham Radio capabilities @ health care facilities.	
<b>TRAINING: GREG NEILL</b>		
	Training opportunities are being emailed out as they are received.	
<b>PLANNING: KC WILLIAMS</b>		
	In KC absence, Joe reported work on the ESF11 continues.	
	In contract negotiations with a firm to produce the Hazmat Plan for Yellowstone County.	
<b>OLD BUSINESS</b>		
<b>NEW BUSINESS</b>		
<b>STATE HOMELAND SECURITY GRANT RANKINGS BY YELLOWSTONE COUNTY LEPC</b>		
	Two applications were received for review. One from Yellowstone County: Cyber Security and one from the City of Billings on behalf of the six Montana Regional HazMat Teams.	
<b>SCORE</b>		
#1	Yellowstone County Cyber Security grant application	
#2	City of Billings/Montana Regional HazMat Teams.	
	The regional Hazmat team's application was given a ranking of #2 because it covers other jurisdictions and the strategy was that another LEPC would rank the application as a #1. Dianne will reach out to another LEPC or DES Coordinator. The application deadline is February 28 <sup>th</sup> .	
	<b>MOTION:</b>  The following MOTION was made and approved.  <i>Approve the rankings from the Grants Sub-Committee with a letter of support from the LEPC.</i>  Lough / Bikle - Unanimous  Dianne will move forward drafting the letters of support from the LEPC for signatures and will monitor the Yellowstone County grant.	

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<b>OTHER BUSINESS</b>		
<b>LESSONS LEARNED:</b>		
9-1-1 Center	Joe Marcotte, KC Williams, Diane Guy met regarding how notification are made. Diane is working on the check off list.	
Tier II – 2019	According to KC, 25 reports have been submitted.	
FTX/Active Shooter	Jason Lyon gave a brief overview of an active shooter exercise conducted. Players included National Guard, Naval Reserve Center, Billings Fire and Police, Yellowstone County Sheriff's office.	
Red Cross	Abbra reported that her agency was activated by the NTSB to assist people who are impacted by air disasters because of the downed plane at the Dunn Mountain site. She felt it would have been better if activated at the local level.	
Billings Clinic	Supply resources have been because workers were ill and factories who manufacturer the supplies could not operate. This recent coronavirus outbreak argues the need to establish supply caches and/or stockpiles of supplies.	
<b>HAZMAT CHEMICAL RELEASE REPORTS: KC WILLIAMS</b>		
<b>AGENCY PRESENTATION:</b>		
	<p>Keg will re-work the list and distribute it at the March meeting. Agency presentations will begin again in April 2020. Because of the number of member agencies in LEPC I will assigned two agencies per meeting to do their 10-minute presentation. Just in case you were curious, there are 85-90 different agencies represented each year in this LEPC.</p> <p>For those of you who are unfamiliar with this ... each month a different Agency gives a 10-minute overview about their organization / agency and themselves and what resources they have and/or can provide in the event of an emergency ... be it natural or made-made.</p>	

There being no other business, meeting adjourned: 2:21 p.m.

[Lough / Bikle]

## 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	
MAY, 2020	ADVANCED CARE HOSPITAL	BILLINGS CLINIC	
JUNE, 2020	ALTERNATIVES	BORDER STATES ELECTRIC	
JULY, 2020	BIG SKY EDA	BRENNTAG 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			

## ATTENDANCE RECORD – FEBRUARY 13, 2020

Company	Present	Name	Federally Funded Yes / No	Miles Travelled One-way
		Ellis, Erin	No	5
373 Consulting	X	Mahoney, Jason		5
Advanced Care Hospital		Copeman, Chuck	No	15
Ag Worker Health / Services		Stephens, Claudia	No	2
Alpha Omega Disaster Restoration		Johnson, Willy		
Alternatives, Inc.	X	Deady, Rick Alan	No	2
American Medical Response		Hansen, Brian	No	5
		Collins, Amber	No	5
American Red Cross	X	Firman, Abbra	No	1
	X	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		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
	X	Lyon, Jason	No	2
		Rash, William	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	X	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
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	X	Haan, Jacob		30
		Metzger, Keith		30
		LaCasse, Shane	No	30
County Water District of Blgs Heights		Nieskens, Duke	No	3
	X	Brookshire, Peyton	No	3
DHS		Middlebrook, Randy		
		Barone, Chris		
DPC		Rosh, Ron	No	
Diamond B Technology Solutions	X	Rockvam, Perry	No	2
		Ullman, Jennifer		
ExxonMobil Refinery		Carter, Dan	No	5
	X	Burns, Maureen	No	5
		Westbrook, Bobby	No	3
ExxonMobil Pipeline		Vokral, James	No	4.5
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		Schlitz, Harry		
Latter-Day Saints Charities	X	Nielsen, Lynnadel	No	5
	X	Zaugg, Bev		
Laurel, City of		Courtney, Karen	No	30
Laurel, City of		Markegard, Kurt	No	30
Laurel, City of – Ambulance	X	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
		Woodard, Steve	No	2
Lockwood Fire Dept		Staley, John	No	7
			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
	X	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
		Broadie, Chris		2
		Clark, Ross		2
		Kimmet, Ken		2
		Magnuson, Chris		1
Phillips 66	X	Adelman, Ben		2
		Costello, Jim	No	1
Phillips 66 Pipeline		Wahlert, Shawn	No	
Rehabilitation Hospital	X	Glancy, Mike		
	X	Roque, Brian		
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

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Salvation Army		Major Keith Bottjen	No	2
		Peterson, Colin		
St. John's United	X	Burgess, Kent		
		Wilkerson, Rob		6
St. Vincent Healthcare		Nordel, Dave	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
		Mackey, Chris		2
Vitalant [formerly United Blood Services]		Rainey, Scott		
YARES, Radio Club	X	Bikle, Chuck	No	6
	X	Lough, Bob		
		Stiles, Paul		
		Tisdale, Wayne		
Yellowstone Art Museum		Price, Kelly		1
Yellowstone County DES		Williams, KC		
		Oberg, Linda		
Yellowstone County GIS	X	Powell, Mike		
		Reynolds, Janet		
Yellowstone Co – Sheriff	X	Bofto, Sam		
		Linder, Mike		2
	X	Cunningham, Kevin	No	2
83 <sup>rd</sup> Civil Support Team (WMD)	X	Anderson, Shane	Yes	243
		Steichea, Jason	Yes	
	X	Swan, Donnie	Yes	243
Company	Present	Name	Federally Funded Yes / No	Miles Travelled
<b>GUESTS:</b>				
BLM	X			
CERT VOLUNTEER	X	Hickson, Jill	No	1
	<b>33</b>	<b>TOTAL ATTENDANCE</b>		