

# MINUTES

## JANUARY 9, 2020

**INTRODUCTIONS**

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

**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. Requested involvement by BPD, BFD so that he does not have to make things up.
May 7	Coyote 2020: Aircraft cabin fire, full scale
	Next Meeting: January 28 @ 10:00 am. – United Way offices
<b>OTHER EXERCISES:</b>	
<b>GRANTS: DIANNE LEHM</b>	
	BLM – RFP fuels mitigation, reviewed and will make a recommendation at County Commission meeting.
	Committee report submitted
Montana Regional HazMat Teams	Jason Lyon, HazMat Coordinator reported that the six regional hazmat teams will be submitting a grant request for equipment – drone w/chemical hazmat equipment built in to it, plus a FLIR camera, including training for each of the regional hazmat teams at the home locations. This grant request is an enhancement of their capabilities and the Montana Regional Hazmat Teams are asking that their proposal be ranked as one of the top 3.  Joe Marcotte, Chair wants application reviewed by the grants committee. Dianne will bring a recommendation back to the February 13 <sup>th</sup> LEPC meeting.
EMPG Grant	Yellowstone County will be submitting a proposal, which closes March 13 <sup>th</sup> .
<b>HOMELAND SECURITY GRANTS:</b>	
Grants / New Requirements	Conference call w/State DES. LEPC's must rank each grant application prior to it being submitted to the State with a letter of support signed by the Chair...
Cyber Security	KC also reported that he would be submitting grant applications on behalf of Yellowstone County to correct cyber security issues for Yellowstone County. He stated that there are approximately \$75,000 in funds available.
Metra Park	KC will be exploring if there is funding available to work on security measures associated with events at Metra Park/Yellowstone County Fairgrounds
County Courthouse	KC will also be exploring if funds for security cameras, etc. would also fall under the guideline for Homeland Security funding.
EOC Relocation	The last item: Funding to move the existing EOC out of the basement of Fire Station #1. KC stated that in his opinion the existing EOC does not work for a county this size and wanted to bring the issue up to the LEPC and ask for any ideas, suggestions, etc.
<b>CAER / CITIZENS CORP: PAM SANDERSON</b>	

# LOCAL EMERGENCY PLANNING COMMITTEE

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

**JOE MARCOTTE, CHAIR**

	The CAER committee did not meet in December. The next meeting is January 28 <sup>th</sup> .	
<b>HMAG: SHAWN HINES</b>		
	HMAG will be moving their meeting space to the Billings Clinic after the 1 <sup>st</sup> of the year.	
	HMAG 2019 Committee Report – no one mentioned its status.	
<b>CONFERENCE: JEN STATON</b>		
	April 16, 2020 – mark your calendars	
	Registration will open after the first of the year and an email will be sent out when online registrations are formally open	
<b>CRISIS COMMUNICATIONS: DAN CARTER, CHAIR</b>		
	Joe reported that Dan has been gathering names of individuals who want to be on this committee and a meeting to be determined. First order of business, development of a mission stmt and formal charter.	
<b>COMMUNICATIONS: JASON MAHONEY</b>		
	Did not meet in December	
<b>TRAINING: GREG NEILL</b>		
	Training opportunities are being emailed out as they are received.	
<b>PLANNING: KC WILLIAMS</b>		
	KC reported that they met last week with MSU-Agri for a discussion regarding Agri-Security. Planning is in its infancy stage.	
	Yellowstone County HazMat Plan: finalized review at State level, working w/procurement and will come back to the LEPC for approval and acceptance.	
	Yellowstone County Ops Plan review: Community wildfire model needs to be updated.	
<b>OLD BUSINESS</b>		
	None	
<b>NEW BUSINESS</b>		
<b>OTHER BUSINESS</b>		
<b>HAZMAT CHEMICAL RELEASE REPORTS: KC WILLIAMS</b>		
<b>AGENCY PRESENTATION: YELLOWSTONE COUNTY GIS</b>		
	Mike Powell / Janet Reynolds	
	<p>The GIS Department, known as the ‘map makers’ – which is only one of their functions. GIS (geographic information system) has been around since the 1800 and came in to its own in the 1960’s as computer technology grew and expanded, GIS has also evolved. Today it is a computer system designed for storing, manipulating, analyzing, and displaying data in a geographic context.</p> <p>In Yellowstone County, the GIS Department maintains a mapped inventory of address points and road lines that supports dispatch operations in the 9-1-1 Center and at the Sheriff’s Office.</p> <p>The Address Coordinator reviews road names and assigns addresses for areas outside the cities of Billings and Laurel. There is no fee, and documentation of your legal physical address will be provided for your records. In addition, reflective address numbers can be made available free of charge upon your request.</p> <p>It is important to establish your address with the GIS Department to ensure that your property is included in the enhanced 9-1-1 map system and database. If you receive a new address from another source such as a Post Office, a developer, or a utility company, it may be in conflict with the physical address in the GIS database, which could result in a delay if public safety personnel are</p>	

# LOCAL EMERGENCY PLANNING COMMITTEE

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

**JOE MARCOTTE, CHAIR**

	called.	
	The GIS Department is also involved in the review process for new subdivisions to check that proposed new road names are unique and that roads are named where necessary. Standards for road naming have been adopted that meet the requirements of computerized address-location systems and improve the capability for emergency responders on the ground to quickly travel to the site of an incident.	
	Aerial imaging: the City of Laurel has been completed; however, the 'fly over' for Billings and the Yellowstone River corridor was not done because of the early snow. The plan is to complete the project in the spring, 2020 before the trees begin to leaf out.	
	KC Williams thanked GIS for working closely with him in gathering information and compiling it for use during emergencies. Their help has been invaluable.	
<b>LESSONS LEARNED:</b>		
Red Cross	Abbra reported that an apartment fire on December 20, displaced 26 people. She stated that communication between agencies was less than good. Shelters on the contact list did not work as planned for a group this large. Abbra stated that she found that during this time frame there are a number of weddings, funerals, etc. that kept shelters from opening their doors as a temporary emergency shelter.	
Ystn Co DES	KC reported that he discovered a company that offers free board ups if the family cannot afford it. 1-800-BOARDUP [1-800-262-7387]	
Flu Shots	Everyone was urged to get one.	

There being no other business, meeting adjourned: 2:35 p.m.

[Lough / Bikle]

# LOCAL EMERGENCY PLANNING COMMITTEE

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

JOE MARCOTTE, CHAIR

## 10-MINUTE AGENCY EDUCATION SESSIONS SCHEDULE

MEETING DATE	AGENCY	COMPLETED
JANUARY, 2018	LAUREL POLICE DEPARTMENT	X
FEBRUARY, 2018	JOINT CITY/COUNTY 9-1-1 CENTER [LEPC MEETING CANCELLED]	Moved to Oct 2019
MARCH, 2018	ST. JOHN'S LUTHERAN MINISTRIES & HOPE DOGS	St. John's: Apr 2019
APRIL, 2018	PHILLIPS 66 REFINERY & PHILLIPS 66 PIPELINE & ST. JOHN'S LUTHERAN MINISTRIES	
MAY, 2018	EXXONMOBIL & PHILLIPS 66 REFINERY & PIPELINE & CHS REFINERY	Rescheduled
JUNE, 2018	DPC INDUSTRIES & DXP ENTERPRISES	Rescheduled
JULY, 2018	ST. VINCENT HEALTHCARE & BILLINGS CLINIC	X
AUGUST, 2018	BILLINGS PUBLIC WORKS WATER & COUNTY WATER DISTRICT-HEIGHTS [NO RPT]	Moved to Sept 2019
SEPTEMBER, 2018	BILLINGS POLICE & YELLOWSTONE COUNTY SHERIFF	X
OCTOBER, 2018	BILLINGS, CITY FIRE DEPT, 9-1-1 CENTER & LOCKWOOD FIRE DEPT [NO RPT]	Moved to May 2019
NOVEMBER, 2018	BILLINGS, CITY AIRPORT & BIG SKY EDA	X
DECEMBER, 2018	BUSINESS MEETING: NO AGENCY SESSIONS SCHEDULED	X
JANUARY, 2019	YARES RADIO CLUB & AMERICAN RED CROSS	Postponed to Feb 2019
FEBRUARY, 2019	YARES, AMERICAN RED CROSS, AMR & ADVANCED CARE HOSPITAL	X
MARCH, 2019	FBI & MONTANA WOMEN'S PRISON	X
APRIL, 2019	LAUREL FIRE DEPT	Rescheduled
MAY, 2019	MONTANA HIGHWAY PATROL, LOCKWOOD FIRE & CHS REFINERY	X - CHS
JUNE, 2019	ST. JOHN'S UNITED DISASTER RESPONSE	X
JULY, 2019	EXXONMOBIL & PHILLIPS 66 [RE-SCHEDULED FROM MAY, 2018]	
AUGUST, 2019	DPC INDUSTRIES & DXP ENTERPRISES [RE-SCHEDULED FROM JUNE, 2018]	X
SEPTEMBER, 2019	COUNTY WATER DISTRICT – BILLINGS HEIGHTS [RE-SCHEDULED FROM AUGUST, 2018]	Rescheduled
OCTOBER, 2019	MIGRANT WORKERS	X
NOVEMBER, 2019	LAUREL FIRE DEPARTMENT [RE-SCHEDULED FROM APRIL, 2019]	No one attends
December, 2019	No presentations Scheduled	
JANUARY, 2020	MONTANA HIGHWAY PATROL & LOCKWOOD FIRE & YELLOWSTONE COUNTY GIS	X

**ATTENDANCE RECORD – JANUARY 9, 2020**

Company	Present	Name	Federally Funded Yes / No	Miles Travelled One-way
	X	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	X	Johnson, Willy		
Alternatives, Inc.	X	Deady, Rick Alan	No	2
American Medical Response	X	Hansen, Brian	No	5
		Collins, Amber	No	5
American Red Cross	X	Firman, Abbra	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		Totton, Paul	No	1
Billings, City of – Fire	X	Biggins, Sean	No	1
		Francis, Bryan	No	1
		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	X	Marcotte, Joe		5
Billings Public Schools		Pearce, Cyndi	Yes	3
Brenntag Pacific, Inc.		Gold, Nick	No	15
BusinessWatch Montana		Cox, Meridith	No	

# LOCAL EMERGENCY PLANNING COMMITTEE

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

**JOE MARCOTTE, CHAIR**

Company		Name	Federally Funded Yes / No	Miles Travelled One-way
CHS Pipelines & Terminals– Laurel	X	Beach, Tina	No	30
	X	Larson, Marc		
		Martin, Jay	No	30
		Phillips, Joey	No	30
CHS Refinery – Laurel Pipelines & Terminals		Haan, Jacob		30
	X	Metzger, Keith		30
		LaCasse, Shane	No	30
County Water District of Blgs Heights	X	Nieskens, Duke	No	3
		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	X	Carter, Dan	No	5
		Westbrook, Bobby	No	3
ExxonMobil Pipeline	X	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	X	Hurd, Robert, MD	No	3
HOPE [Animal Assisted Crisis Response] Dogs	X	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 – 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
Lockwood Water & Sewer		Woods, Woody		7
Loveland Products		Grassel, Diana		
		Frickle, Melanie		
		Berry, Jacob	No	3

# LOCAL EMERGENCY PLANNING COMMITTEE

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

**JOE MARCOTTE, CHAIR**

Company		Name	Federally Funded Yes / No	Miles Travelled One-way
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	X	Bacino, Tom	No	357
		Turner, Mark		20
Montana Sulphur & Chemical		DeHart, Mark	No	
Montana Women's Prison				3
		Mooreman, Michael		3
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		
	X	Staton, Jennifer		
			Yes	2
SM Energy		Sutherland, Jeniffer	No	1
		Tengberg, Kim	No	1
Salvation Army		Major Keith Bottjen	No	2
	X	Peterson, Colin		
St. John's United		Burgess, Kent		
	X	Wilkerson, Rob		6

# LOCAL EMERGENCY PLANNING COMMITTEE

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

**JOE MARCOTTE, CHAIR**

Company		Name	Federally Funded Yes / No	Miles Travelled One-way
St. Vincent Healthcare	X	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 States Postal Service		Haight, Rae Ann	Yes	1
United Way Volunteer Center		Sanderson, Pam	No	2
	X	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	X	Williams, KC		
		Oberg, Linda		
Yellowstone County GIS	X	Powell, Mike		
	X	Reynolds, Janet		
Yellowstone Co – Sheriff		Bofto, Sam		
		Linder, Mike		2
		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>				
ExxonMobil	X	Burns, Maureen		5
HAWKINS, INC.	X	Lehner, Ross		4
CHS PETRO	X	Fink, Chris		15
MUSSELSHELL COUNTY DES	X	Harper, Andrew		110
	<b>32</b>	<b>TOTAL ATTENDANCE</b>		