



Yellowstone County DUI Task Force
PO Box 20982
Billings, MT 59104

Yellowstone County DUI Task Force Meeting Minutes October 27, 2025

Present: Andy Beach, Karen Sylvester, Bob Drake, Andrew Loken, Gabby Thompson, Haley Swan, Brandon Ihde, Kent O'Donnell, Kacy Keith, Brennen Plucker, Travis Sylvester, Sam Atwood, Darla Tyler-McSherry. **Excused:** Kevin Holland, Jenna Solomon, Sam Morris, Ben Milam, Brandon Gatlin, Monty Wallis.

Brandon called the meeting to order at 12:07 PM. Members received the September meeting minutes via email. Kacy made a motion to approve the September meeting minutes without changes. Andy seconded. Motion carried.

Members received the latest budget reports via email. The group reviewed the current RFPs that run through December 31, and organizations have until January 30 to request reimbursement. Brennen stated the Montana Highway Patrol is almost back to full staffing so there is a good possibility they will utilize their approved funds.

Travis provided a social media update. The current focus is on hunting and holidays, especially Halloween. The Halloween messages focus on the 21+ crowd and the need for increased awareness of pedestrian traffic during this time. His team is working on messaging in November and December related to the Angel Tree event. As we transition from fall into winter, the message content is about 60% alcohol-focused, about 30% marijuana-focused, and 10% other-focused.

Brandon asked for new Conflicts of Interest. None were disclosed at this time.

Applications for the January-June 2026 RFP cycle are due November 1. The applications must include: 1) confirmation that the project/activity will take place in Yellowstone County; 2) demonstrate a clear nexus between DUI (interdiction, treatment, prevention) and the activity; and 3) include a detailed budget.

Award of Merit nominations are due November 1.

The Angel Tree/Award of Merit ceremony will take place Thursday, December 18. Gabby Thompson will connect with Ben Thompson, and Sam will check with County Attorney's Office regarding people to potentially honor at the event.

Kacy may have sourced a replacement for the tree used in the Courthouse Lobby to honor Angel Tree people. Kacy and Darla will coordinate.

The group discussed the upcoming holiday season and our long-standing media campaigns. Andy motioned to approve up to \$5,000 to support this year's campaign utilizing both radio and TV. Kent seconded the motion. Motion approved.

The group discussed having a presence at this year's Holiday Parade. It will take place on Friday, November 28, and this year's theme is, "Rockin' Holidays". Haley will serve as Point Person for this project, with Gabby assisting. Andy made a motion to support Task Force involvement for up to \$200. Kent seconded the motion. Motion approved.

We received a contract from the DoubleTree Hilton for the May 2027 Symposium. Brandon presented highlights of the contract for consideration. We have 366 days prior to the event to cancel without penalty. Sam motioned to approve the contract as is. Karen seconded. Motion approved.

Brandon provided a synopsis of the previous hour's Green Lab Planning Meeting. We've determined the dates will be September 23 and 24, 2026. We will use the First Interstate Training Center at no cost for the training site. We will utilize the DoubleTree Hilton and Sure Stay for guest room blocks. We are considering a \$400 registration fee until March 1, then it will increase to \$600. Brandon will work with his MHP training contact to determine if we utilize their DREs. This will be a major factor in determining whether we can proceed.

No new business was brought forward at this time.

Brandon asked for a motion to adjourn. Sam motioned to adjourn, with Andy seconding the motion. Motion carried.

Meeting adjourned at 12:50 PM.



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**Yellowstone County DUI Task Force
Green Lab Planning Meeting
October 16, 2025**

Brandon called the meeting to order at 11:06 AM.

The group decided upon the following dates:

Wednesday, September 23, and Thursday, September 24, 2026.

Extract Ed stated they need 3 months' notice if we decide to cancel the event. The group decided **June 22, 2026**, as the **Cutoff Date** for conference cancellation.

Travis will produce a "**Save the Date**" design as early as next week.

Our goal is to **minimize costs with MHP DREs** assist with instruction. Brandon will reach out to his MHP contact to secure their commitment.

The group agreed that **BPD, SO and MHP need to assess their organization's interest and commitment** before we proceed with devoting a lot more time and effort to this project.

In reviewing the invoices provided by Extract Ed for costs using our own instructors, the group has projected **a registration fee in the range of \$400-\$450 per person**. The cap is 25 attendees per day per Extract Ed. The group discussed a **90-day cancellation metric** for having **70% of available seats filled**, which means we would need **35 paid participants by June 22, 2026**, in order to hold the conference. ***No FINAL determinations have been made at this point in regard to "ripcord" numbers.***

The group discussed having food trucks available versus providing a catered lunch. **No firm plans have been set yet regarding food and beverages.**

We have room block information from the DoubleTree Hilton, Sure Stay, and the Northern. The group determined to utilize the **DoubleTree Hilton and Sure Stay** for room blocks for those needing overnight accommodations.

Travis will produce **a 1-page flyer with a website link where participants will pay.**

Preliminary website names included "406GreenLab.com"

Homework:

- Brandon—MHP support via DRE instructor involvement
- Darla—First Interstate and room block cancellation information.
- Travis—Save the Date flyer, website name.
- MHP, SO, BPD—representatives confer with leadership re: commitment (participation and funding to send personnel to this training).
- All—What is our “ripcord” number needed by June 22, 2026, to move forward with or cancel event.