

MINUTES October 19, 2023

**St. John's Lillis Chapel
2429 Mission Way & Virtual
1:30 pm – 2:20 pm**

APPROVAL OF MINUTES as distributed [1st: KC Williams with Yellowstone County DES; 2nd: Dillon with RiverStone Health]

AGENDA – DISCUSSION:

Quarterly Financial Report: NEXT REPORT IN DECEMBER

Member Presentation(s):

No member presentation(s) due to LEPC Conference

Subcommittee Schedule & Chair Contact:

- CCC/CAER
 - Pam Sanderson
 - psanderson406@gmail.com
 - 4th Tuesday every month; 09:30-10:30 @ United Way or virtual
- Communications
 - Derek Yeager
 - yeagerd@billingsmt.gov
 - Contact Derek for more details.
- Conference
 - Jennifer Staton
 - jennifer.staton@imail.com
 - Meets as needed.
- Crisis Communications
 - Dan Carter
 - dcarter@parpacific.com
 - Quarterly; 11:45-1315 @ Windmill; Contact Dan for more details
- Exercise Design
 - Paul Totton
 - tottonp@billingsmt.gov
 - 4th Tuesday every month; 10:30-11:30 @ United Way or virtual

LOCAL EMERGENCY PLANNING COMMITTEE

SCHEEL'S – BILLINGS, MT 59101

JEN STATON, CHAIR

- Grants
 - Dianne Lehm
 - dianne@bigskyeda.org
 - Meets as needed. Contact Dianne for more details.
- HMAG
 - John Felton
 - john.fel@riverstonehealth.org
 - 3rd Friday every month; 10:00-12:00 @ RiverStone Health or virtual
- Planning
 - KC Williams
 - kwilliams@yellowstonecountymt.gov
 - Every other Friday; 08:30-09:30 @ St. Vincent's Mansfield Center or virtual
- Training
 - VACANT
 - gibsonk@billingsmt.gov
 - Email all training opportunities to Kathy Gibson.

Subcommittee Reports:

- ***Citizen Corps Council (CCC) / (CAER)***
 - Meeting next month
- ***Communications***
 - Continue to transition to new repeater system.
 - Derek and KC are continuing to work on laying the foundation for new procedures and more detailed call coding for CAD. The goal is to make dispatching of resources more accurate and consistent.
 - Currently slated to be finished by the end of 2023.
- ***Conference***
 - No report due to LEPC Conference
- ***Crisis Communications***
 - Next week (10/25-10/27) is PIO Training in Great Falls. We are continuing to educate our PIOs in best practices.
 - 10/18 – Yellowstone County DES hosted a Basic NIMS for Elected Officials class. Attendees included: Billings Mayor, Billings Administrator & Attorney, 3 Yellowstone County Commissioners, 2 Stillwater County Commissioners, Stillwater County Planning, Billings Fire, and most of the Billings City Council Members. Class went very well and resulted in good ideas and good feedback.
- ***Exercise Design***
 - For aforementioned NIMS class: Elected officials want to engage more in exercises. Elected officials prioritized a Continuity of Operations Plan (COOP) for the government. Requested a hazardous materials train derailment TTX – work with the EPA.

Subcommittee Reports (cont.):

- **Grants**
 - No new grants to report.
 - *In addition to the \$16,000 from the VFC grant (mentioned at previous meeting), Yellowstone County received \$250,000 through a homeland security grant to upgrade the security camera system in the Yellowstone County Courthouse and Elections Offices.*
 - *Yellowstone County DES also received \$130,000 through the Emergency Management Performance Grant (EMPG) and helped the Billings Police with their application for \$345,000 (also a homeland security grant project). Their project was also funded for 30 sets of night vision goggles for the SWAT Team.*
 - ***Total funding received in the last month: \$741,000.00.***
- **Health & Medical Advisory Group (HMAG)**
 - Nothing new to report.
- **Planning**
 - Working on the Family Reunification Plan and Trauma Plan for the county, in combination with the hospitals.
 - HAZMAT Plan is current, but small changes are needed.
 - New rules are coming and will result in changes being made, but more details are needed.
 - Beginning the process of updating the Emergency Operations Plan (EOP). The current version is 2019. Required to be updated in 2024.
 - Multi-Hazard Mitigation Plan (MHMP) Annex for Yellowstone County is in progress and waiting for receipt from the state for final review and approval of content.
 - Mass Notifications – DES sent out an email to the Emergency Management Advisory Council (EMAC) about changing from CodeRed to Everbridge. Two of the three county commissioners said to look into it – DES is currently working on gathering more information. DES will email the EMAC again for final approval to move forward and change to Everbridge or stay the same and keep CodeRed.
 - If we transition, there will be slight changes to the mass notification system/structure.
 - Everbridge has a better, more user-friendly system interface than CodeRed and is currently the mass notification system used by both hospitals.
- **Training**
 - As there is no chair, there are no meetings.
 - All training opportunities should be emailed to Kathy Gibson, so she can forward them to the rest of the LEPC members.
 - Par Montana is putting on their annual spill drill.
 - November 16, 2023 – 08:00-14:00
 - Hilton Garden Inn
 - Invite to be emailed out to the group shortly.

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- Southern Healthcare Coalition is putting on a virtual exercise centered around food borne illness (primary focus on public health).
 - December 7, 2023
 - St. V's Mansfield Center
 - Reach out to Jennifer Staton to request an invite/details
- Continue pursuing NIMS/ICS training. ICS 100, 200, 700, and 800 are free and can be completed 100% online. Email your certificates to Annemarie (aovercast@yellowstonecountymt.gov) for the county records.
 - [ICS 700.B – An Introduction to the National Incident Management System](#)
 - [ICS 100.C – Introduction to Incident Command System, ICS 100](#)
 - [ICS 200.C – Basic Incident Command System for Initial Response, ICS-200](#)
 - [ICS 800.D – National Response Framework, An Introduction](#)
- **PLEASE REMEMBER TO INCLUDE THE ELECTED OFFICIALS WHEN SENDING OUT EXERCISE INVITATIONS.** Email Annemarie (aovercast@yellowstonecountymt.gov) if you don't have/can't find their email addresses.

Continuing Discussion/Old Business:

- ***Change the Date & Time LEPC Meeting – UPDATE***
 - Survey results = Majority selected Wednesday between 1:00pm-3:00pm
 - This is a better day and time for elected officials and is the best option to garner more engagement/attendance and fill an identified gap.
 - LEPC Leadership is currently looking into possible new locations to meet.
 - No location has been selected at this time.
 - Changes will be made public and give members plenty of notice/heads up before any changes go into effect.
 - Next Steps – We need to talk to Scheel's about the current audio/visual (AV) setup in the conference room.
 - Scheel's is a good location with plenty of room space and parking. The LEPC is looking at partnering with Scheel's to update conference room AV.
 - Alternatively, KC has received approval to use the Yellowstone County BOCC Conference Room. This room is also set up for Community 7 TV recording. Makes public access to meetings easier.
 - The Stillwater Building is also the home of the new Emergency Operations Center (EOC) that the City of Billings is building (currently under construction – projected completion date end of 2024).
 - Update on potential for comped parking: Owner of neighboring parking deck is currently unwilling to donate time for LEPC members.
 - Director of Finance encouraged DES to reach out to the owner again with new verbiage. DES will provide another update at the November meeting.
 - Members noted a concern of accessing the parking deck due to it being 100% digital/app-based interface.
 - Meeting date change will be implemented **TBD**.

- **Hazardous Release Report**

- New Costco experienced a HAZMAT release last week (10/10).
 - Fuel spill (Xylene – a diesel fuel additive that is typically not transported without first being combined with the diesel fuel).
 - Recently started construction on the gas station section of the property. This made determining the responsible party difficult due to the number of vendors on site.
 - Was called in as a fuel truck spilling 500 gallons per minute; on-scene resources were called in to move dirt and sand as quickly as possible to minimize the spill reaching the storm drain system. Upon Billings Fire HAZMAT Team showing up it was determined that the spill was closer to 300 gallons. The tank placard read 1307 (caused confusion as to why it wasn't 1310 for diesel fuel).
 - Costco mixes the Xylene and fuel onsite to keep fuel prizes lower/competitive. Contents are transported under pressure and is a very toxic product.
 - Per dispatch the spilled substance was Xylene and the driver got significantly splashed. Billings HAZMAT decontaminated the driver.
 - Things to do better:
 - HAZMAT Captain almost parked on top of the spill.
 - BFD could have done a more thorough job of decontaminating the driver.
 - On-scene resources prevented the spill from accessing the storm drain system. Clean-up is in progress and the driver is okay.
- Construction broke a gas line in the Heights.
- Otherwise, nothing beyond the usual flaring and small spills.
- Received 4 letters from DEQ about older spills where 2 properties were properly cleaned up and 2 did not and were fined.

Other Business/Discussion:

- Update on the Billings Bench Water Association (BBWA) Ditch
 - Last Saturday (10/14), DES received two significant movement alarms on the ditch. Law enforcement went up post-alarm and walked the ditch wall to confirm integrity.
 - BBWA will be doing some lining projects in other sections of the ditch during the off season.
 - Two grant applications are in progress/pending approval to put in diversion systems to take some of the water off the main canal in the event of a break. This piece of infrastructure poses a significant threat to the city and county. Not only will it affect the people directly below the ditch, but the BBWA is a significant water source for county farmers and ranchers that would lose access to water/irrigation. This creates a large, long-term economic impact).

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- The flooding problem has been removed as the ditch has been shut off for the season.
 - Landslides are still present through winter – DES will continue to be notified of significant slope and rock shifts.
- Stillwater County did an exercise with DHS and CISA back in July 2023. They are working on expanding that tabletop exercise (TTX) into a drill (active shooter/civil unrest). They will again be working with neighboring county agencies and FEMA Region 8 partners. Roughly 1 year out.
- There is an increased potential for terrorist activity/civil unrest due to the Israel and Hamas/Hezbollah attacks. This due to the call to arms put out by Hamas and Hezbollah to their supporters to 'cause problems in support of their efforts against Israel'.
 - Currently heads of many three- and four-letter government agencies have stated that the largest threat to the US at the moment is violent extremists and their misinformation campaigns. At this time, most of the problems have been a few bad actors and numerous protests supporting both sides of the conflict that have resulted in unrest/violence.
 - Currently no specific threats or direct information against the community. Current memos contain general information and awareness of the issue. There are increased calls to hurt our critical infrastructure.
 - There are movies, literature, and instructions being put out on how to do so.
- There is a current movement to send out misinformation, such as false medical information on how to purge toxins and heavy metals from your body. Challenges and trends on social media are very popular among young people. Other campaigns are taking scary pictures from previous events and applying them to the current event (example: dark storm cloud in Oregon was passed off as a burn plume from Palestine, OH train derailment.)
 - Cybersecurity is continuing to be a forefront issue and a growing threat to organizations. Communities and organizations need to be aware of these issues.
 - Protection of houses of worship needs to be kept in mind as they are a popular target of extremist attacks.
 - Terrorist cells are working together with cartels and the cartels have a strong presence in Montana.
- Situational awareness of bad actors and their partnerships needs to increase.
 - Don't forget about political divisions and factions causing problems, especially as the next election moves closer.
- **Last week (10/24-10/26) the Montana Emergency Managers Association (MEMA) held their annual conference in Red Lodge. KC Williams was awarded the DES Coordinator's Recognition award for Outstanding Performance & Dedication!**

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- LEPC Leadership is shifting gears to a new email to increase redundancy and the amount of response from leadership. We created a generic Gmail account that goes to LEPC leadership. A form will be coming out in the next few months to ensure your contact details are UP TO DATE 😊
 - ytlepc@gmail.com

There being no further business, the meeting was adjourned @ 2:20pm. [1st: Dillon with RiverStone Health; 2nd: Tyler Wattles with Par Montana Refinery]

Next Meeting:

- **NOVEMBER 9, 2023 @ 01:30pm**

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ATTENDANCE RECORD – OCTOBER 19, 2023

Agency	First Name	Last Name	Federally Funded?
373 Consulting	Jason	Mahoney	
Alpha Omega Restoration	Keely	Hayes	
America First Response	Heidi	Briggs	
AMR	Brady	Drescher	
AMR	Brian	Hansen	
Big Sky EDA	Dianne	Lehm	
Billings School District 2	Lindsay	Gran	
Billings School District 2	Melanie	Willardson	
Billings Fire	Jason	Lyon	
Billings Fire	Kathy	Gibson	
Billings Fire	Trevor	Schilling	
Billings NWS	John	Wetenkamp	
Billings PIO	Victoria	Hill	
Billings Police	Shawn	Mayo	
Billings Public Works	Derick	Miller	
Billings Public Works	Lance	Strever	
Billings Public Works	Steve	Ness	
CHS	Marc	Larson	
CHS	Tina	Beach	
Community Member	Matt	Haugan	
Community Member	Pam	Sanderson	
DEQ	John	Rasmann	YES
EPA	Ben	Scharaf	YES
HOPE K9 Dogs	Harry	Schlitz	
HRDC7	Julie	Ludwig	
HRDC7	Taylor	Slabaugh	
Matt Rosendale's Office	Emily	Schneller	YES
Montana Women's Prison	Michael	Moorman	
Par Montana Refinery	Ryan	Fawcett	
Par Montana Refinery	Tyler	Wattles	
Phillips 66 Refinery	Steve	Blood	
RiverStone Health	Dillon	Lytsell	
RiverStone Health	Ray	Ezell	
Salvation Army	Keith	Bottjen	
St. John's United	Rob	Wilkerson	
St. Vincent's Healthcare	Jennifer	Staton	
Steve Daines' Office	Mike	Waters	YES
Steve Daines' Office	Tory	Kolkhurst	YES

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Agency	First Name	Last Name	Federally Funded?
Stillwater County DES	David	Stamey	YES
United Way	Chrissy	Brese	
YARES	Paul	Miller	
Yellowstone County Commissioner	Don	Jones	
Yellowstone County Commissioner	John	Ostlund	
Yellowstone County Commissioner	Mark	Morse	
Yellowstone County DES	Annemarie	Overcast	YES
Yellowstone County DES	KC	Williams	YES
Yellowstone County LDS Church	Cary	Smith	
Yellowstone County LDS Church	Susan	Smith	
Yellowstone County Sheriff's Office	Shane	Gibbs	
TOTAL ATTENDANCE:			49