

MINUTES

November 9, 2023

Scheel's

2nd Floor Conference Room & Virtual

1:30 pm – 2:30 pm

APPROVAL OF MINUTES as distributed [1st: Rick with Alternatives; 2nd: Jerry with YARES]

AGENDA – DISCUSSION:

Quarterly Financial Report: NEXT REPORT IN DECEMBER

Member Presentation(s):

Chrissy Brese with United Way

- The purpose of United Way is to mobilize the community to illicit change and volunteers.
- They are hosting a training to recruit new volunteers (to grow & train membership in February 2024.
- An underutilized resource is 2-1-1. Calling 211 helps you find and contact available resources and allows you to talk to a real person to find help with housing, utilities, counseling, and so much more!
- During their October fundraiser event 'Socktober', they collected 3000 pairs of socks for the homeless.
- Contact Chrissy (volcoord@uwyellowstone.org) if wanting a copy of the United Way Engagement Calendar or if you are interested in participating in a committee.
- Red Cross offices are now housed at United Way.
- United Way is also a member of the Yellowstone County Community Organizations Active in Disaster (COAD - which is always looking for more member agencies).
- LEPC Subcommittee Meetings hosted at the United Way office:
 - CCC/CAER
 - Exercise Design
 - COAD

LOCAL EMERGENCY PLANNING COMMITTEE

SCHEEL'S – BILLINGS, MT 59101

JEN STATON, CHAIR

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
 - VACANT
 - 4th Tuesday every month; 10:30-11:30 @ United Way or virtual
- Grants
 - Dianne Lehm
 - dianne@bigskyeda.org
 - Meets as needed. Contact Dianne for more details.
- HMAG – ON HOLD
- 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)**
 - CCC/CAER provided a list of preparedness gift idea to give for Christmas. List attached to email with minutes.
 - Next meeting is Tuesday, November 28 0900-1000 at United Way.
- **Communications**
 - Derek and KC are currently working 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 calendar quarter 1/quarter 2.
 - This will make it easier for dispatch to send the right people and equipment to a call more efficiently. This removes duplication of effort and makes responses faster.
 - There are over 5000 different types of calls. Fire, Law Enforcement, EMS, and Emergency Management have been working together to front load this system, so the public is best served.
 - This shows how **AWESOME** the dispatchers are. They talk people through CPR, delivering babies, how to escape a burning vehicle, talking callers out of suicide, etc.
 - **Recommended Action:** The LEPC should send a letter of recognition and thanks to the dispatch center (beginning of 2024?).
 - These protocols will make it easier to train new people (currently a 16-week training). The new program/protocols will walk dispatchers through step-by-step on what to do next, who to call, what questions to ask, etc.
 - Per Undersheriff Bofto: “Dispatchers are masters of multi-tasking.”
 - To pass these trainings, dispatchers must go through each section, then every call code 60 times and pass with a 100% before they are cleared to work. Dispatchers are also regularly audited.
 - The current number of dispatchers is approximately 20 (still very understaffed). 11/8 had 6 dispatchers on duty; the dispatch center has space for 12 dispatchers.
 - The center averages 1 call comes in every 45 seconds.
- **Conference**
 - Last month’s conference was well attended.
 - We had good speakers.
 - We would like to thank St. John’s United for hosting the 2023 LEPC Conference.
- **Crisis Communications**
 - Report to be provided at next LEPC meeting.
- **Exercise Design**
 - There are half a dozen improvements that need to be addressed.
 - We need more exercises at which to test these issues.
 - It was suggested to have a functional exercise of a BBWA Ditch breach to test the developed plan.

Subcommittee Reports (cont.):

- ***Exercise Design (continued)***
 - Family reunification is a continuing discussion of both the Exercise Design and Planning Committees.
 - Hospitals still have no consensus on how they will carry out family reunification.
 - The statement was made, 'This issue should be prioritized before it becomes a chaotic mess and PR nightmare'.
 - They are currently working on a membership roster for Exercise Design – to create a difference between key players and general members.
 - Billings School District 2 is working on their Mass Casualty Incident (MCI) and reunification for events at schools.
 - More discussion to follow with the schools to help them update, revamp, and test their new plans.
 - Yellowstone County DES put on a G0402 NIMS Basics Class for Elected Officials October 18.
 - This class resulted in a request from participants to put on a TTX for train derailment or serious incident in downtown Billings in order to develop a Continuity of Operations Plan (COOP) for both city and county governments.
 - TTX requested for April 2024.
 - Paul Totton is retiring. New chair of the Exercise Design Committee is TBD.
- ***Grants***
 - One new grant posted: MDT Impaired Driving Mini Grants
 - Helps organizations find ways to reduce or strategize about reducing impaired driving.
 - Grants available from \$500 to \$5,000.
 - May be a good grant opportunity to share with the DUI Task Force
 - Dianne to share.
 - Flood mitigation grants upcoming in March 2024.
 - Wildfire grants were due at the end of October.
 - Local grants for foundations open January-March.
 - EECBG \$76000 voucher for environmentally friendly or efficient work
 - Possible project – Miller Building for HVAC update.
 - Homeland Security Grants open in January.
 - EMPG opens in January.
 - Cybersecurity grant from FEMA just opened.
 - DES is waiting for a response from the MTDES about how the state will manage these funds.
 - Cybersecurity is posed more favorably at rural populations (sub-50,000 populations).

Subcommittee Reports (cont.):

- ***Health & Medical Advisory Group (HMAG)***
 - At previous meeting, the group decided to put the HMAG group on hold until work returns (waiting for hospitals to finish internal restructuring).
- ***Planning***
 - DES is working on the Multi-Hazard Mitigation Plan with MTDES. YC-DES just completed the annex for Yellowstone County and submitted feedback to MTDES.
 - First draft review is completed.
 - Upon receipt of second draft, YC-DES will post for the LEPC and community review and feedback.
 - This is the plan that DES uses the most (especially for grants).
 - This will also go before the BOCC and City Councils for adoption.
- ***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.
 - MT DES has a new training officer – this new position will help increase training opportunities for personnel.
 - 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](#)

Continuing Discussion/Old Business:

- ***Change the Date LEPC Meeting Survey Results***
 - We are still on track for calendar year Q1 to move the LEPC meeting to the same time, but now on Wednesdays instead of Thursdays.
 - This will close the gap of elected leadership being able to attend.
 - During a separate meeting among LEPC leadership (to discuss the bylaws), it was decided that the **NEW meeting day and time** for LEPC Meetings will be:
 - Second **WEDNESDAY** of every month
 - **09:00 AM – 10:30 AM**
 - Currently planning to meet in the **Yellowstone County Commissioners Boardroom in the Stillwater Building**. Alternate location is United Way should the boardroom be unavailable.
 - Meeting date change will be implemented **JANUARY 2024**.
- ***Communications with LEPC Leadership***
 - We are working to streamline communications between LEPC group members and leadership.
 - YCLEPC@GMAIL.COM
 - We are working on updating our roster – QR Code in minutes email to fill out details for the survey to get added to the new roster list.
 - Ask everyone to fill it out to make sure all contact details on file are correct.
 - Brady emailed out the survey (QR Code and survey link included in minutes email).
- ***CodeRed, EverBridge, & Mass Notifications***
 - Yellowstone County currently uses CodeRed for mass notifications.
 - We don't currently use the system for any messages beyond emergency notifications because the user interface is not user friendly. As such, we are maybe using 1% of the system.
 - Newer companies have come along with better user interfaces for similar pricing.
 - The Emergency Management Advisory Council decided that DES should move forward with exploring the details of changing the system over to EverBridge.
 - This is the same system that both hospitals use.
 - IPAWS Interfaceable. (System that sends out Amber Alerts – goes to all cellphones in the area notice area whether that phone is signed up for CodeRed/EverBridge. Must have an approved third-party mass notification system like CodeRed or EverBridge to have access to IPAWS).
 - We can transition our CodeRed contacts over to EverBridge.
 - EverBridge is still an opt-in notification system.

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- End users won't see any difference except that we use it more.
- DES has evaluated several systems. Over the next few weeks, DES will continue to further assess available systems.
 - If/when we decide, the LEPC will be kept informed.
- If marketed correctly, DES hopes to have a better product and more system participants.
- To change for the sake of change is not a good idea.
- KC is currently the only IPAWS certified person in Yellowstone County. 911 is too busy and too understaffed to handle mass notifications.
 - Regardless of decision, we need to get more people trained and certified on the mass notification system and IPAWS.
 - This gap will be put on the January 2024 911 Committee Agenda.
- **Hazardous Release Report**
 - Six reportable releases since last meeting.
 - 4 flaring incidents
 - A couple of accidental spills
 - Largest accidental spill was 300 gallons (cleaned up).
 - A small private oil transmission line broke and it got into some water.
 - Kathy Gibson is still the Point of Contact for Tier Two Reporting.

There being no further business, the meeting was adjourned @ 2:30pm. [1st: KC with YC-DES; 2nd: Jerry with YARES]

Next Meeting:

- **DECEMBER 13, 2023 @ 01:30pm**
 - **REMEMBER THIS IS OUR ANNUAL LEPC BUSINESS MEETING.**

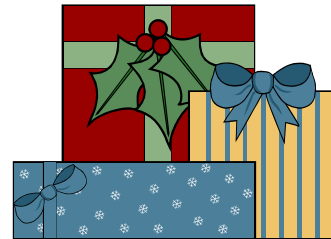
LEPC Roster Update QR Code & Link

Scan the QR Code below or use ([UPDATE CONTACT DETAILS LINK](#)) to add/update your contact details to the LEPC email list.



Holiday Gifts and Disaster Preparedness

All disasters have one thing in common: they remind us of the importance of pre-disaster preparedness. There is no time like the holidays to start, by *resolving to be ready* before disaster strikes.



Gifts that can save lives are a wonderful way of saying “I want you to be safe!” Some emergency and preparedness items that might make great gifts this holiday season include:

- Portable, battery powered radio with NOAA Weather Radio channels, and extra batteries
- Fire blankets
- Flashlights
- Battery powered lantern
- Enrollment in a CPR or first-aid class
- GPS units for vehicles
- Emergency generators
- Emergency cell phones
- Carbon Monoxide and Smoke detectors
- Appropriate fire extinguishers (kitchen, garage, car)
- Disaster kits or disaster kit items for homes, offices and autos (first aid kits, food, water and prescription medications for 72 hours, eyeglasses, extra clothing, blankets, fire blanket, flashlights, spare batteries, heavy-duty work gloves, and sturdy pair of shoes)
- Emergency escape ladders for second-story exit in a fire
- Car kits (emergency flares, shovels, ice scrapers, flashlights and fluorescent distress flags)
- Pet Disaster kits (food, water, leashes, dishes and carrying case or crate)
- A camp stove with extra fuel
- The gift of a gardener to cut back combustible vegetation from wildfire-vulnerable homes
- National Flood Insurance

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ATTENDANCE RECORD – NOVEMBER 9, 2023

#	Agency	First Name	Last Name	Federally Funded?
1	Alternatives, Inc.	Rick	Deady	
2	AMR	Brady	Drescher	
3	Big Sky EDA	Dianne	Lehm	
4	Billings Admin	Bill	Cole	
5	Billings Airport Fire	Paul	Totton	
6	Billings Clinic	Joe	Marcotte	
7	Billings Fire	Cameron	McCamely	
8	Billings NWS	Nick	Vertz	
9	Billings Public Works – Water Treatment	Brendan	Binns	
10	Billings School District 2	Cyndi	Pearce	
11	Billings School District 2	Joe	Haligan	
12	CHS	Cody	Yerger	
13	CHS	Jacob	Haan	
14	Community Member	Pam	Sanderson	
15	HRDC7	Taylor	Slabaugh	
16	Just Serve	Lynnadele	Nielsen	
17	Rehabilitation Hospital of Montana	David	Ude	
18	RiverStone Health	Ray	Ezell	
19	St. John's United	Rob	Wilkerson	
20	St. Vincent's Hospital	Eric	Fisher	
21	United Way	Chrissy	Brese	
22	United Way	Elizabeth	Chapel	
23	WBI Energy	Steven	Dryden	
24	YARES	Jerry	Jacobs	
25	YARES	Paul	Miller	
26	Yellowstone County Commissioner	John	Ostlund	
27	Yellowstone County Commissioner	Mark	Morse	
28	Yellowstone County DES	Annemarie	Overcast	YES
29	Yellowstone County DES	KC	Williams	YES
30	Yellowstone County LDS Church	Cary	Smith	
31	Yellowstone County LDS Church	Susan	Smith	
32	Yellowstone County Sheriff's Office	Sam	Bofto	
TOTAL ATTENDANCE:				32