

## MINUTES September 14, 2023

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### Scheel's 2<sup>nd</sup> Floor Conference Room & Virtual 1:30 pm – 2:22 pm

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APPROVAL OF MINUTES as distributed [1<sup>st</sup>: Dillon with RiverStone Health; 2<sup>nd</sup>: Troy Charbonneau with Laurel EMS]

#### AGENDA – DISCUSSION:

##### Quarterly Financial Report: SEPTEMBER

Ending Balance: \$31,011.70

- The only purchase of the quarter was a laptop for LEPC Meetings/Events. Approved in previous quarter's meetings.

#### Member Presentation(s):

##### **Nick Vertz with National Weather Service (NWS)**

- NWS is staffed 24/7/365 for weather coverage. Currently fully staffed on their operations side (meteorologists). Cory Mottice was the previous NWS-LEPC interface – he moved to a different position out of state. Nick Vertz and John are filling that position until a new person is hired.
- NWS oversees issuing all of the advisories, watches, and warnings for all types of weather.
  - The fire weather reports are likely their biggest project.
  - NWS can also generate spot weather reports for fires or search and rescue efforts. This provides the most current and upcoming weather conditions for a specific area to give responders a better situational awareness of weather conditions.
  - NWS has 1 deployable meteorologist to send into the field (especially used during large fires).
- Online data includes current and upcoming weather projections, climate details, and fire/winter conditions/severity.
- LEPC members are encouraged to join the NWS Slack Chat (NWChat 2.0) for faster, more direct communications.
- **DON'T FORGET!** NWS loves hearing from the public – Data makes them happy! Send them storm details, numbers, pictures (rainfall totals, hail, snow depths, etc). They are weather nerds – the more information they have, the happier they are!  
**HELP THEM HELP YOU!**

## LOCAL EMERGENCY PLANNING COMMITTEE

SCHEEL'S – BILLINGS, MT 59101

JEN STATON, CHAIR

### **Subcommittee Schedule & Chair Contact:**

- CCC/CAER
  - Pam Sanderson
  - [psanderson406@gmail.com](mailto:psanderson406@gmail.com)
  - 4<sup>th</sup> Tuesday every month; 09:30-10:30 @ United Way or virtual
- Communications
  - Derek Yeager
  - [yeagerd@billingsmt.gov](mailto:yeagerd@billingsmt.gov)
  - Contact Derek for more details.
- Conference
  - Jennifer Staton
  - [jennifer.staton@imail.com](mailto:jennifer.staton@imail.com)
  - Meets as needed; Next meeting 9/29; 10:00-11:00; virtual.
- Crisis Communications
  - Dan Carter
  - [dcarter@parpacific.com](mailto:dcarter@parpacific.com)
  - Quarterly; 11:45-1315 @ Windmill; Contact Dan for more details
- Exercise Design
  - Paul Totton
  - [tottonp@billingsmt.gov](mailto:tottonp@billingsmt.gov)
  - 4<sup>th</sup> Tuesday every month; 10:30-11:30 @ United Way or virtual
- Grants
  - Dianne Lehm
  - [dianne@bigskyeda.org](mailto:dianne@bigskyeda.org)
  - Meets as needed. Contact Dianne for more details.
- HMAG
  - John Felton
  - [john.fel@riverstonehealth.org](mailto:john.fel@riverstonehealth.org)
  - 3<sup>rd</sup> Friday every month; 10:00-12:00 @ RiverStone Health or virtual
- Planning
  - KC Williams
  - [kwilliams@yellowstonecountymt.gov](mailto:kwilliams@yellowstonecountymt.gov)
  - Every other Friday; 08:30-09:30 @ St. Vincent's Mansfield Center or virtual
- Training
  - VACANT
  - [gibsonk@billingsmt.gov](mailto:gibsonk@billingsmt.gov)
  - Email all training opportunities to Kathy Gibson.

**Subcommittee Reports:**

- ***Citizen Corps Council (CCC) / (CAER)***
  - **REMEMBER** – September is National Preparedness Month!
  - Pam is working on a preparedness scavenger hunt for organizations (this was emailed out by Jen Staton on 9/15).
    - This scavenger hunt promotes Ready Yellowstone.
    - LEPC members need to promote the scavenger hunt.
  - **PROMOTE CODERED!**
    - Encourage people to sign up for CodeRed.
      - Alternatives, Inc. mentioned how CodeRed is part of their new employee safety/security orientation.
      - CodeRed was part of the 2022 Parade of Homes Handbook.
- ***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 2023.
- ***Conference***
  - October 19, 2023 @ St. John's Lillis Chapel – 09:30-15:30
  - 3940 Rimrock Road, Billings, MT 59102
  - COST TO ATTEND: \$10 (thanks to RiverStone Health's generous donation to help reduce the cost to attend)
- ***Crisis Communications***
  - Previous quarterly meeting on 9/5. Discussed making sure people are trained as PIOs, trained on what a PIO does, and know who their PIO is and how to reach them.
    - Members attending a PIO class in Great Falls at the end of October hosted by Cascade County DES.
  - The new communications person from MSU-Billings will be involved in group moving forward.
  - Organizations need to work on building out messaging and getting ahead of social media rumor mill.
- ***Exercise Design***
  - At the previous meeting, we discussed lessons learned from the Montana Fair 2023 and the Airshow 2023.
  - Planning for large and/or recurring events is starting to increase.
  - Billings Public Schools (School District 2) is starting to get involved in an effort to work on their family reunification plans.
  - It was also mentioned that people attending the Montana Fair felt safer with the larger law enforcement presence.

**Subcommittee Reports (cont.):**

- **Grants**
  - BLM has funding for hazardous fuels reduction projects. Application period opens this Fall.
  - Forest Service grant closes in October.
  - *Yellowstone County received \$16,000 from DNRC to support volunteer fire departments.*
- **Health & Medical Advisory Group (HMAG)**
  - Working on getting signatures for MOU.
  - Continuing work on FEMA Community Guidelines.
- **Planning**
  - The previous meeting was a special meeting aimed at bringing stakeholders together to discuss and strategize solutions around trauma communications based on Mass Casualty Incidents (MCI).
    - Goal to determine the best process.
  - Moving forward, hospitals will use lamResponding (IAR) app. Each hospital will have 2-3 people that will receive trauma notifications to let them know that something is going on (act as a “heads up”).
    - Previously trauma patients had a habit of just showing up unannounced at the hospital ERs.
    - IAR is not real time. Users are alerted with details provided at the time of notification. CrewForce = real time event. IAR makes hospital users aware of an event. They then need to open CrewForce to see what is happening in real time.
      - The call card project at 911 is slated to make this more effective/specific.
- **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 having their annual spill drill in November. 08:00-14:00 \$ the Hilton Garden Inn. Email Tyler Wattles ([twattles@parpacific.com](mailto:twattles@parpacific.com)) to receive a calendar invite.
  - 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](mailto: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***
  - 44 people participated – names of respondents were collected to ensure that they are regularly attending members for well-rounded and informed results.
    - Best Day of the Week = **WEDNESDAY** (50%)
    - Best Time Period = **EARLY AFTERNOON 1:00-3:00pm** (41%)
  - 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.
      - KC is looking into free/comped parking in the attached parking garage (work in progress).
  - Meeting date change will be implemented **JANUARY 2024**.
- ***Hazardous Release Report***
  - Nothing beyond the usual flaring and small spills.
  - A couple of fines were levied on older spills.

**Other Business/Discussion:**

- St. Vincent's Hospital (SVH) broke ground on their new replacement hospital.
  - North 27<sup>th</sup> Street will have a lane closure for utility work starting the week of 9/18.
  - The route to the Emergency Room will have prolonged closures due to construction work. **Follow the signage.**
    - SVH is asking for regular route user feedback in order to ease complications.
- RiverStone Health (Dillon), Yellowstone County DES (KC), and the Citizen Corp Council (CCC) are resurrecting the Community Emergency Response Team (CERT).
  - They are currently gauging community interest from area organizations.
  - Currently in the very early stages for bringing CERT back to Yellowstone County. More details to come.
  - If interested, start thinking about it. Further down the line, reach out to RiverStone Health for additional details/information.

There being no further business, the meeting was adjourned @ 2:22pm. [1<sup>st</sup>: Tyler Wattles with Par Montana Refinery; 2<sup>nd</sup>: Dillon with RiverStone Health]

**Next Meeting:**

- **OCTOBER 19, 2023 @ 01:30pm**
  - **REMEMBER – LEPC MEETING IS DURING CONFERENCE @ ST. JOHN'S UNITED – LILLIS CHAPEL - 3940 Rimrock Road, Billings, MT 59102**

**LOCAL EMERGENCY PLANNING COMMITTEE**

SCHEEL'S – BILLINGS, MT 59101

JEN STATON, CHAIR

**ATTENDANCE RECORD – SEPTEMBER 14, 2023**

| <b>Agency</b>                           | <b>First Name</b> | <b>Last Name</b> | <b>Federally Funded?</b> |
|---|-------------------|------------------|--------------------------|
| Alternatives, Inc.                      | Rick              | Deady            |                          |
| Big Sky EDA                             | Dianne            | Lehm             |                          |
| Billings Clinic                         | Joe               | Marcotte         |                          |
| Billings NWS                            | Nick              | Vertz            |                          |
| Brenntag                                | Tracy             | Vatnsdal         |                          |
| CHS                                     | Jacob             | Haan             |                          |
| CHS                                     | Marc              | Larson           |                          |
| Laurel EMS                              | Troy              | Charbonneau      |                          |
| Montana Prescribed Fire                 | Chuck             | Bushey           |                          |
| Montana Women's Prison                  | Michael           | Moorman          |                          |
| Par Montana Refinery (used to be Exxon) | Dan               | Carter           |                          |
| Par Montana Refinery (used to be Exxon) | Tyler             | Wattles          |                          |
| Phillips 66                             | Eric              | Ouzts            |                          |
| Plains All American Pipeline            | Enden             | Nelson           |                          |
| Rehabilitation Hospital of Montana      | David             | Ude              |                          |
| RiverStone Health                       | Dillon            | Lytsell          |                          |
| RiverStone Health                       | Ray               | Ezell            |                          |
| St. John's United                       | Robert            | Wilkerson        |                          |
| St. Vincent's Healthcare                | Jennifer          | Staton           |                          |
| YARES                                   | Jerry             | Jacobs           |                          |
| Yellowstone County Commissioner         | Don               | Jones            |                          |
| <b>Yellowstone County DES</b>           | <b>Annemarie</b>  | <b>Overcast</b>  | <b>YES</b>               |
| Yellowstone County GIS                  | Mike              | Powell           |                          |
| Yellowstone County LDS Church           | Cary              | Smith            |                          |
| Yellowstone County LDS Church           | Susan             | Smith            |                          |
| <b>TOTAL ATTENDANCE:</b>                |                   |                  | <b>25</b>                |