

MINUTES July 10, 2024

Stillwater Building 3rd Floor Commissioner's Conference Room & Virtual 9:00 am – 09:57 am

APPROVAL OF MINUTES as distributed [no issues voiced]

AGENDA – DISCUSSION:

Quarterly Financial Report: NEXT REPORT IN SEPTEMBER

Member Presentation(s):

No Member Presentations this Month

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 (Email Chrissy Brese with questions)
 - volcoord@uwyellowstone.org
 - 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.
- Planning
 - Annemarie Overcast
 - aovercast@yellowstonecountymt.gov
 - Every other Friday; 08:30-09:30 @ St. Vincent's Mansfield Center or virtual
- Training
 - VACANT
 - ytlepc@gmail.com
 - Email all training opportunities to LEPC Gmail.

Subcommittee Reports:

- ***Citizen Corps Council (CCC) / (CAER)***
 - Meets the 4th Tuesday of every month @ 0900 at United Way.
 - Committee working to format committee to better align with new committee to better align with Dan's committee to make sure there is no duplication of effort.
 - PIO/Crisis Communications Group and CCC/CAER to join forces under the umbrella under the new Public Education and Information Committee.
- ***Communications***
 - Did not meet.
- ***Conference***
 - Did not meet.
- ***Crisis Communications***
 - Pam Sanderson and Dan Carter met to align goals and priorities.
 - Priority is getting the public signed up for EverBridge/Yellowstone County Informed.
 - For general information on events, go to Facebook.
 - For geo-centric messaged, sign up for Yellowstone County Informed.
- ***Exercise Design***
 - Meets the 4th Tuesday of every month @ 1030 (United Way or Virtual).
 - Working on Improvement Plan Matrix
 - Hospital notifications need to wait for exercise or real event to test further.
 - Hospital Reunification to be handled by hospitals internally.
 - Hospital Traffic Corridor Plan is currently on hold as the location and thus route to the hospital cannot be known ahead of time and thus is difficult to plan for.
 - Exercise Requirement Survey to go out to agencies to better map and assess exercises.
 - BBWA Ditch Breach Preparedness has been tabled. The County does have a breach pre-plan that was completed in 2023. BBWA received several grants to update and mitigate concerns.

LOCAL EMERGENCY PLANNING COMMITTEE

STILLWATER BUILDING – BILLINGS, MT 59101

JEN STATON, CHAIR

- There is currently no need to exercise this plan as we've had 2 real events in the past five years and the area is being actively monitored.
- Once new infrastructure pieces are in place (waiting for grant funding to be approved and projects completed) we should review the plan and test to see how these new pieces play into the equation.
- Hospitals are required to conduct a mass casualty exercise before the end of the year.
 - Jen and Joe have met. Planning to be handled by trauma teams. Date TBD.
- FAA Bomb Threat Exercise – Postponed due to construction. New date TBD.
- **If doing exercises, let LEPC know to better validate LEPC efforts.**
- Par Montana Refinery working on large H2S release TTX with train derailment. Date TBD.
- **Grants**
 - Waiting for next round of state funding to open for application.
- **Planning**
 - Completed draft of Emergency Operations Plan (EOP).
 - Next meeting we will dive into all of the specific annexes.
 - CWPP
 - Waiting for contractor bid deadline of 7/15/24.
- **Training**
 - As there is no chair, there are no meetings.
 - All training opportunities should be emailed to LEPC Leadership, so they can forward them to the rest of the LEPC members.
 - Training opportunities can be found at:
 - MTDES
 - DNRC/NWCG fire classes
 - Betsy Ross is the new state training coordinator at MTDES (betsy.ross@mt.gov)
 - New training opportunities are **BOLDED**.
 - CISA does numerous FREE online trainings/webinars.
 - 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](#)
 - **IF DEPARTMENTS OR AGENCIES NEED ADDITIONAL CLASSES (higher level ICS) – CONTACT DES.**
 - Advanced Burn Life Support Classes Available at St. Vincent Hospital on July 30 from 7:30-4:30.

End subcommittee reports

Continuing Discussion/Old Business:

- Subcommittee Updates:
 - Met with chairs. Planning to merge existing subcommittees with new.
 - New Agenda and subcommittee report-outs to begin in August.
- ***Hazardous Release Report***
 - A lettuce truck caught on fire on I-90
 - Agri-hazard that involved notifying MTDES and the county sanitarian.
 - DEQ sent out a close out letter following a spill complaint in Laurel.
 - 25-50 gallons oil spill at CHS while cleaning a tank.
 - All other calls were small spills, flaring, etc.

PUBLIC COMMENT: No public comments given during this time.

TOPICS OF NOTE/SITUATIONAL AWARENESS:

- Billings PIO:
 - We will be at the Strawberry Festival this weekend to talk about Yellowstone County Informed and how to sign up.
 - Concerns from the public about security and volunteering information.
 - Coordinate with the MontanaFair to encourage sign-up? LEPC people to man the booth? Promote Safety Day at the Fair. (Something Days = good draw)
 - BPS to coordinate with DES to encourage parents to sign-up.
 - Coordinate with Troy Charbonneau to push out over Laurel EMS, Police, and Fire pages.
- Billings Public Schools:
 - Upcoming training is 3 days of training for the Rescue Task Force to get as many responders trained up as possible.
 - BPS is piggybacking on that training to run through their family reunification process.
 - Estimated 60 students and their parents to be participating in this practice. Starts around 1200.
 - Observers welcome – show up at West High School around 11:30-11:45.

There being no further business, the meeting was adjourned @ 9:38am. [1st: Paul Totton with Member of the Public; 2nd: Bobby Westbrook with Par Montana]

Next Meeting:

- **AUGUST 14, 2024 @ 09:00am**

LOCAL EMERGENCY PLANNING COMMITTEE

STILLWATER BUILDING – BILLINGS, MT 59101

JEN STATON, CHAIR

ATTENDANCE RECORD – JULY 10, 2024

#	Agency	First Name	Last Name	Federally Funded?
1	Ag Worker’s Health & Services	Claudia	Stephens	
2	Alternatives, Inc.	Rick	Deady	
3	AMR	Brady	Drescher	
4	Big Sky EDA	Dianne	Lehm	
5	Billings Clinic	Joe	Marcotte	
6	Billings PIO	Victoria	Hill	
7	Billings School District 2	Joe	Halligan	
8	Billings School District 2	Lindsay	Gran	
9	CHS Pipeline	Loren	Graf	
10	Hawkins Water Treatment Plant	Ross	Lehner	
11	Laurel EMS	Troy	Charbonneau	
12	Member of the Public	Paul	Totton	
13	MSU-Billings Police	Brandon	Gatlin	
14	National Weather Service	Nick	Vertz	
15	Par Montana Refinery	Bobby	Westbrook	
16	Par Montana Refinery	Dan	Carter	
17	Phillips 66 Refinery	Kyle	Wilson	
18	Phillips 66 Refinery	Steve	Blood	
19	Red Cross	Austin	Ragsdale	
20	RiverStone Health	Dillon	Lytsell	
21	RiverStone Health	Ray	Ezell	
22	Salvation Army	Keith	Bjotten	
23	St. Vincent’s Hospital	Jennifer	Staton	
24	Team Rubicon	Rod	Boetcher	
25	United Way	Elizabeth	Chappell	
26	Yellowstone County Commissioner	Don	Jones	
27	Yellowstone County Commissioner	John	Ostlund	
28	Yellowstone County Commissioner	Mark	Morse	
29	Yellowstone County GIS	Alyssa	Quiroz	
30	Yellowstone County GIS	Mike	Powell	
31	Yellowstone County DES	Annemarie	Overcast	YES
32	Yellowstone County Sheriff’s Office	Shane	Gibbs	
TOTAL ATTENDANCE:				32