

**MINUTES**  
**March 13, 2024**

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**Stillwater Building**  
**3<sup>rd</sup> Floor Commissioner’s Conference Room & Virtual**  
**9:03 am – 10:26 am**

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APPROVAL OF MINUTES as distributed [1<sup>st</sup>: Bob Lough with YARES; 2<sup>nd</sup>: Dianne Lehm with Big Sky EDA]

**AGENDA – DISCUSSION:**

**Quarterly Financial Report: NEXT REPORT IN MARCH**

Ending Balance: \$30,813.13

- No revenues or expenses to report
- Phillips 66 donated \$4,000 for 1 year of The Response Group’s IAP Software to DES.

**Member Presentation(s):**

**Steve Blood & Joe Gustafson with Phillips 66 Refinery**

- There are 290 full-time employees at the refinery.
  - 200 operators
  - 100 salaried employees
  - There are also approximately 100 contractors.
- Core Products:
  - Gasoline
  - Diesel
  - Propane
  - Jet Fuel
  - Aviation Gas (avgas)
    - 1 of 18 refineries in the US that still make avgas.
  - Coke
- There are 2 pipelines that transport products out of the refinery.
  - The Yellowstone Pipeline runs from Billings, MT to Moses Lake, WA.
  - The Seminole Pipeline runs from Billings, MT to Casper, WY.
- Clean products typically leave the refinery via pipeline, though some leave via truck.

**Member Presentation(s) continued:**

**Steve Blood & Joe Gustafson with Phillips 66 Refinery (continued)**

- The refinery's emergency response team is structured like an Incident Management Team (IMT) with support from their in-house Emergency Operations Center (EOC).
  - Comprised of 40-50 people.
    - 1 Full time Emergency Response Team Lead/Fire Chief
    - 2 Battalion Chiefs
    - 4 Fire Captains
    - 40+ person volunteer Emergency Response Team trained in industrial fire, hazardous materials, and oil spill.
    - 14 personnel trained in Technical Rope Rescue and/or confined space rescue.
- Phillips 66 is a member of a Mutual Aid group in Yellowstone County that meets once a month and includes:
  - Billings Fire
  - Lockwood Fire
  - Par Montana Refinery
  - CHS Refinery
  - Billings Airport Fire
- Refinery Fire Equipment includes:
  - 2 Industrial Foam Pumper Trucks
  - 1 Foam Tender
  - 1 HAZMAT Trailer
  - 1 Portable Firewater Pump
  - 1 Rescue Truck
- The refinery has 90 fire hydrants across its campus to respond to fires. This includes:
  - 4 Fire water pumps
    - 2 can provide 2500 gallons per minute
    - 1 can provide 3000 gallons per minute
    - 1 can provide 6000 gallons per minute (portable)
  - The firewater system is capable of sending out 10,000+ gallons per minute.
- Phillips 66 Refinery drills regularly with both staff and local agencies and responders to better prepare for the actual event.
- Phillips 66 has a total of 11 refineries, with Billings being in the top 5 for largest refinery in Montana.
  - Phillips 66 does not have any crude oil processing assets.
- Phillips 66 sends P66 responders, as well as Billings firefighters, down to Texas A&M's Disaster City for industrial fire training.

**Member Presentation(s) continued:**

**KC Williams with YC-DES about Maui EMAC Deployment**

- The Lahaina Wildfire was the deadliest wildfire in more than a century in US history.
- Made even more devastating as Lahaina was the tourist and economic hub of Maui County prior to the August 2023 fires.
- Maui County has an LEPC, but no one in their response or emergency management agencies knew who ran the LEPC, nor when or where they gathered.
- EMAC **requires** all states to be members but does not require states to respond to calls for help (whether for people or resources).
  - **ALL EXPENSES ARE REFUNDED** by the requesting state (law). However, EMAC deployments are very expensive and as such are not very common.
    - This deployment cost roughly \$40,000 just to send one person.
      - In Montana, counties have to front this cost as there is no state level fund/budget to cover these costs until reimbursed.
- Fires destroyed roughly 2,200 structures, 86% of which were residential, and caused over **\$6 BILLION** in damages.
  - Multiple factors contributed to the fires quick growth and rapid rate of spread:
    - Maui was experiencing hurricane force winds of 70-90 mph.
    - Maui was in the middle of a drought.
    - A power line broke.
      - Winds broke the power line which ignited the tall dry grass and was quickly spread by the high winds into nearby structures – all of which we have here in Yellowstone County.
  - Over 200 fatalities because the fire was moving so fast that people could not get out of the way fast enough.
  - 5,000 people in shelters
  - Debris cleanup is estimated to take over a year.
  - The entire town of Lahaina has been classified as a HAZMAT site.
    - This requires all burned ground in Lahaina to be taken 6” down below the slab (at a minimum) as it is toxic. Once the top 6” of dirt is removed, the soil is tested. If toxins are still present, then an additional 6” must be removed from that location.
  - Archaeologists are marking up debris removal sites due to historical finds.
    - This blocks owners’ access to the location for another 2-3 years after the debris is cleared out before they can build again to ensure all historical artifacts are recovered.
  - Numerous cars were caught/trapped by the fire as they tried to escape, resulting in people suffocating as the air was too hot and toxic that it burned their lungs.
- KC was posted in the Maui EOC as their logistics section chief. While there he helped develop their Emergency Operations Plan (EOP) and strengthen how it related/tied into the activation of their EOC.

**Member Presentation(s) continued:**

**KC Williams with YC-DES about Maui EMAC Deployment (continued)**

- The process of recovery was further complicated when all of the Maui emergency management staff quit, except for the administrative assistant, after the fires.
- While the Montana team was in Maui, their finance support team member helped Maui find a lot of money that they did not know about/had not yet claimed.
- Most critical lesson learned: **DOCUMENT EVERYTHING!!!**
  - It is estimated that Maui will be unable to claim half a BILLION dollars due to poor or insufficient documentation. At the time of KC's deployment, Maui was unable to get reimbursed for over \$200 million.
  - At the time of the deployment, Maui County was already broke.
- Another critical part of the recovery process is donation management, as thousands of tons of useful and useless items were donated – this is common across disasters.
- At the time of deployment, over **1.35 MILLION meals** had been served.
- The next upcoming issue was the Red Cross sheltering deadline, which was set to expire in April 2024.
  - As much of the housing market was destroyed by the fire or is currently inaccessible due to the HAZMAT/toxic debris cleanup efforts, rent is very high (\$5,000/month for small apartments)
- As Yellowstone County has a significant Wildland Urban Interface (WUI), as well as high winds and drought conditions, we have the conditions to duplicate the Lahaina fires in Yellowstone County.
  - Projects to help reduce/mitigate this hazard include:
  - DES has started working on the Community Wildfire Protection Plan (CWPP) update.
  - Lockwood Fire is looking to expand their fuels mitigation efforts by developing a team.
    - Billings Fire is looking into/working on similar projects.
- Part of what made Maui's response and recovery efforts more difficult is the fact that they are a literal island. The State of Hawaii has three days-worth of food if the ships don't come. They also have no backup for their power grid and are very isolated from neighboring support/additional resources.
- **Question: What agencies did you work with?**
  - Primarily worked with Maui County, FEMA, and Hawaii Emergency Management Association.
- **Question: What projects did you work on?**
  - Worked on the EOP and how it ties into/activates their EOC (how to do response, organization chart, etc.)

**Member Presentation(s) continued:**

**KC Williams with YC-DES about Maui EMAC Deployment (continued)**

- **Question: How should the emergency alert system should have worked to get people to safety?**
  - Maui County has the most robust tsunami siren system. Their policy states that the system is for all-hazards, but public instruction states, 'if you hear the sirens, leave low ground now and find high ground' as it was only marketed for tsunami notification. As the fires were coming down from the high ground, the concern was, if the sirens sounded, then more people would have died as they fled the tsunami and ran straight into the fires. They would have gotten 'stuck'.
- **Question: Could engineers have routed ocean water onto the fires?**
  - No because they could not get to it in time. Resources were too far out and firefighters had to evacuate themselves.

**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.
- Crisis Communications
  - Dan Carter
  - [dcarter@parpacific.com](mailto:dcarter@parpacific.com)
  - Quarterly; 11:45-1315 @ Windmill; Contact Dan for more details
- Exercise Design
  - VACANT (Email Chrissy Brese with questions)
  - [volcoord@uwyellowstone.org](mailto:volcoord@uwyellowstone.org)
  - 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.
- 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
  - [ytlepc@gmail.com](mailto:ytlepc@gmail.com)
  - Email all training opportunities to LEPC Gmail.

**Subcommittee Reports:**

- ***Citizen Corps Council (CCC) / (CAER)***
  - Meets the 4<sup>th</sup> Tuesday of every month @ 0900 at United Way.
  - Continuing work on their 2 projects:
    - Increasing preparedness and involvement of businesses in the community.
    - Working with school age children to take home family preparedness information home to discuss with their parents.
- ***Communications***
  - Project to switch over to the state trunking system is still moving forward.
  - New CAD integrations are progressing – parts of which will be completed in May, but other parts to be completed at a later date.
  - Derek Yeager updates responders frequently to keep stakeholders informed.
  - Radios to be transferred to trunk system and new protocols for consistent dispatching.
- ***Conference***
  - Did not meet – No report.
- ***Crisis Communications***
  - Did not meet – No report.
- ***Exercise Design***
  - Next meeting: Tuesday, April 23 @ 1030 (United Way or Virtual).
  - Taking an inventory of which LEPC agencies have their own agency exercises or agency exercise requirements.
- ***Grants***
  - SAFER and SPNF grants are now open for application.
  - The 25<sup>th</sup> Street Pedestrian Bridge grant project got denied.
- ***Planning***
  - The first meeting for the Community Wildfire Protection Plan (CWPP) update was March 5<sup>th</sup>. This plan is REQUIRED in order to be eligible for fire project grant funding.
  - EOP update is in progress.
  - MHMP update public comment period has closed. Awaiting state and FEMA approval of plan.
    - This is the most used plan for emergency management.

- **Subcommittee Reports (cont.):**

- **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.
- CERT training upcoming in May 1-3 (15 open slots still available)
  - Ping Dillon Lytsell for more information ([dillon.lyt@riverstonehealth.org](mailto:dillon.lyt@riverstonehealth.org))
- Training opportunities can be found at:
  - MTDES
  - DNRC/NWCG fire classes
  - Department of Corrections to conduct a large TTX at the women's prison. More information to follow.
- Betsy Ross is the new state training coordinator at MTDES ([betsy.ross@mt.gov](mailto:betsy.ross@mt.gov))
- 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](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](#)
- Secretary to work with County IT about the feasibility of embedding a Google Calendar on the LEPC Website for trainings and exercises.
- **IF DEPARTMENTS OR AGENCIES NEED ADDITIONAL CLASSES (higher level ICS) – CONTACT DES.**

End subcommittee reports

**Continuing Discussion/Old Business:**

- Update on new subcommittees: LEPC leadership to provide subcommittee guidelines.
  - May Meeting = kickoff meeting with new chairs about what to do, what is expected, etc.
  - New subcommittees to start in June 2024.
- A toolkit has been developed to include resources about subcommittee guidelines and templates for agendas and minutes (done by April).
- Active LEPCs are good thing. VERY IMPORTANT.
- Questions about new subcommittees – NO QUESTIONS
- HOPE K9 Teams:
  - Service is free. They are on call 24/7 and work 12 to 14 hour shifts when activated. They have access to over 300 K9 teams and are working on having another Billings based person.
  - They are currently looking for a facility where they can test these teams.



- Testing lasts 6 hours on a Saturday to vet 1 local team. Please contact Harry Schlitz if interested.
  - July workshop in Colorado Springs (3 days/nights) of stress testing.
  - They also have K9 teams based in Manitoba, Canada now.
  - **PLEASE USE US! WE ARE HERE TO HELP AND SUPPORT!**
- 
- **Hazardous Release Report**
    - DES has been receiving Tier 2 reports since January.
      - Tier 2 Reports are due annually.
      - ePlan is the digital/online Tier 2 reporting database. Provides ALL of the information. DES also has a copy that does not require the internet in order to access it. Yellowstone County currently has 142 reporting facilities in ePlan currently. Though this is not all of them, it is still a great resource.
      - Billings Fire uses ePlan and Tier 2 reporting data to shorten response times as they have a better idea of what they may be walking into. Atypical problems are mass carriers (such as UPS or FedEx) or smaller package transports (like Walmart – instead of having (1) 500 gallon container of bad chemical #9, they have (500) 1 gallon containers of bad chemical #9 – thus they don't have to report it. Or chemical #9 is transported next to chemical #8 that are fine on their own, but bad when mixed).
    - Several small spills, flaring, etc.

**PUBLIC COMMENT:** no public comments were made during this time.

There being no further business, the meeting was adjourned @ 10:26am. [1<sup>st</sup>: Bob Lough with YARES; 2<sup>nd</sup>: Harry Schlitz with HOPE K9 Dogs]

**Next Meeting:**

- **MAY 8, 2024 @ 09:00am**

**LOCAL EMERGENCY PLANNING COMMITTEE**

STILLWATER BUILDING – BILLINGS, MT 59101

JEN STATON, CHAIR

**ATTENDANCE RECORD – MARCH 13, 2024**

<b>#</b>	<b>Agency</b>	<b>First Name</b>	<b>Last Name</b>	<b>Federally Funded?</b>
1	Ag Worker Health & Services	Claudia	Stephens	
2	Alternatives, Inc.	Rick	Deady	
3	AMR	Brady	Drescher	
4	Big Sky EDA	Dianne	Lehm	
5	Billings Fire	Cameron	McCamey	
6	Billings Fire	Jason	Banfield	
7	Billings PIO	Victoria	Hill	
8	Billings School District 2	Lindsay	Gran	
9	CHS Pipelines & Terminals	Cody	Yerger	
10	CHS Pipelines & Terminals	Loren	Graf	
11	HOPE K9 Dogs	Carol	Baumann	
12	HOPE K9 Dogs	Harry	Schlitz	
13	HRDC	Taylor	Slabaugh	
14	Laurel EMS	Troy	Charbonneau	
15	Lockwood Fire	Branden	Stevens	
16	Member of the Public	Pam	Sanderson	
17	Montana Women's Prison	Michael	Moorman	
18	National Weather Service	John	Wetenkamp	
19	Par Montana Pipeline	Mike	McNally	
20	Phillips 66 Refinery	Joe	Gustafson	
21	Phillips 66 Refinery	Steve	Blood	
22	Red Cross	Eric	Allen	
23	Rehabilitation Hospital of Montana	David	Ude	
24	RiverStone Health	Dillon	Lytsell	
25	Salvation Army	Keith	Bottjen	
26	St. Vincent's Hospital	Jennifer	Staton	
27	Team Rubicon	Emily	Caudill	
28	Team Rubicon	Rod	Boettcher	
29	United Way	Elizabeth	Chapell	
30	Vitalant	Scott	Rainey	
31	YARES	Bob	Lough	
32	YARES	Jerry	Jacobs	
33	YARES	Paul	Miller	
34	Yellowstone County Commissioner	Don	Jones	
35	Yellowstone County Commissioner	John	Ostlund	
36	Yellowstone County GIS	Alyssa	Quiroz	
37	Yellowstone County GIS	Mike	Powell	
38	Yellowstone County LDS Church	Carey	Smith	

**LOCAL EMERGENCY PLANNING COMMITTEE**

STILLWATER BUILDING – BILLINGS, MT 59101

JEN STATON, CHAIR

<b>#</b>	<b>Agency</b>	<b>First Name</b>	<b>Last Name</b>	<b>Federally Funded?</b>
39	Yellowstone County DES	Annemarie	Overcast	YES
40	Yellowstone County DES	KC	Williams	YES
41	Yellowstone County Sheriff's Office	Sam	Bofto	
<b>TOTAL ATTENDANCE:</b>				41