

# SWEET GRASS COUNTY

## Local Emergency Planning Committee (L.E.P.C.)

### All Hazards and Emergency 9-1-1

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#### Minutes

Date of Meeting: **2/24/2022 11:30 AM**

Location: **County Annex, Meeting Room; 515 Hooper St.; Big Timber MT**

#### Attendees:

Bill Wallace, SG Commissioner  
J.V. Moody, SG Commissioner  
Greg DeBoer, City Mayor  
Vera Pederson, Clerk and Recorder  
Corey Austin, SGHS Superintendent  
Jennifer Chappell, Public Health  
Dan Tronrud, Community Health  
Nadine Stosich, City Clerk  
Cory Conner, SG Public Works  
Kris Novotny, City PW & Fire Chief

Bob Culbreth, USFS  
Matt McManamen, East Boulder Mine  
Cliff Brophy, DES / 9-1-1 Coordinator  
Kyle Sturgill-Simon, MT DES FO  
Justin Webster, MT DES Fiscal Mngr.  
Krista Plouffe, NWS (on-line)  
Linda Racicot, Red Cross (on-line)  
Bill Racicot, Red Cross (on-line)  
Diane King, PMC DON (on-line)  
Gunnar Hansen, Pipeline P66 (on-line)

**The meeting was called to order** by Clifford Brophy DES / E9-1-1 Coordinator at 11:30 AM

**Minutes for the Meeting on 1/27/2022** were approved as submitted.

#### **Welcome and self-introductions:**

#### **Local Emergency Planning Committee (L.E.P.C.) Topics:**

**LEPC Bylaws:** Cliff presented a draft copy of the LEPC Bylaws. A digital copy was distributed via email prior to this meeting. Hard copies were available for review during the meeting. The members were requested to review these and make any comments. The Bylaws will be presented at the next meeting for action. LEPC groups are required to establish a set of rules to govern how they meet certain requirements. These Bylaws are designed to establish those rules.

**LEPC to prioritize the SHSG project:** Cliff announced that he was applying for a 2022 State Homeland Security Grant (SHSG) to obtain funding for the final phase of upgrading

base radio repeaters in the county. This grant will fund the replacement of 4 radio repeaters on the Grey Cliff repeater site. The grant application offers jurisdictions the opportunity for the LEPC to prioritize the SHSG projects. Kris Novotny moved to endorse the project.

Commissioner Moody seconded. Motion passed.

**Disaster and Emergency Services (D.E.S.) Topics:**

**Updates on SHSG projects:** Cliff gave a short update on the State Homeland Security Grant (SHSG) projects. The 2020 base radio update project has been completed and is closed. The 2020 Civic Center Generator should be completed in the next few weeks. The generator is in place and hooked up. The 2021 Tin Can Hill radio replacements just went out for bid requests. The 2021 Annex generator project is plagued with many problems and still proves to be a challenge. The application for the 2022 Grey Cliff radio replacement will be submitted in the next few business days.

Vera Pederson, Clerk and Recorder, spoke about the importance of having backup power for election purposes. Cliff also pointed out the importance of having backup power for the refrigeration units in the Public Health Office located in the County Annex.

**Distribution Plan for SGC EOP:** Cliff stated that our county is a recipient of Emergency Management Performance Grant (EMPG) funding and therefore we are required to have a section in our Emergency Operations Plan (EOP) that is for Distribution Management during disasters and emergencies. A partially completed form was previously sent out to the members via email. This form is based on a template provided by FEMA. The completed sections that had been suggested for use are: PURPOSE; SCOPE and ASSUMPTIONS. No changes were proposed. Remaining sections will be completed for review at subsequent meetings.

**Emergency 9-1-1 Topics:**

**State Funding:** It was announced that the 9-1-1 Advisory Committee is directing state funding towards a contractor to facilitate the setup of a statewide emergency services network. Grant funding for local 9-1-1 projects might not be funded for some time because of this.

**Public Health Topics:**

Jenn reported that COVID-19 cases have decreased. She and others have distributed many test kits and there are many more kits available. They are available at her office and the PMC.

**Fire Topics:**

Kris announced that the fire department and other emergency services have scheduled a lot of training classes over the next few months. One will be on extrications from vehicles.

Bob reported that the Forest Service has controlled burns going on. They may have a burn up the Derby Gulch. The Forest Service is going through hiring process. He reported that the Bozeman area dispatch service is closing and will be handled by the Billings area dispatch.

**Public Works:**

Cory Conner is busy working on Bridges and Kris announced that the city will have contractors in this spring working on water main rehab.

**National Weather Service:**

Weather should be normal for short- and long-term outlooks.

**Comments from Members:**

Corey Austin reported that they had a successful fire drill involving new protocols.

Vera reported that she has elections coming up and she has backup plans in place.

Linda reported that the Red Cross assisted during a structure fire in the Bozeman area. A pet cat woke the resident up in time for them to escape.

**Select Next Meeting Date:** March 24, 2022; 11:30 AM

**Public Comments:** None given

**Adjourn:** 12:30 PM

Submitted by

  
Clifford Brophy  
DES/911 Coordinator