



**LOCAL EMERGENCY PLANNING COMMITTEE MINUTES**  
**August 15th, 2023 | 3:00 p.m.**

**Physical Location:** Rocky Mountain Emergency Services Training Center,  
23425 Skyway Drive Helena, MT 59602

**1. Introductions**

a. LEPC Board Members:

- i. *Chairperson* – William Kussman, (WK) St Peters Present
- ii. *Vice Chairperson* – Rocky Infanger, Wolf Creek FD Present
- iii. *Secretary* – Mike Chambers, Helena Fire Present
- iv. *Member At-Large* – Doug Wheeler, BSA Present

b. County Disaster and Emergency Services:

- i. *Coordinator* – Kyle Sturgill-Simon (KSS) Present
- ii. *Deputy Coordinator* - Vacant

c. County Communications:

- i. *Coordinator* – Betsy Kirkeby Present

**2. Old Business**

- a. Approval of Minutes – William Kussman (Next Meeting)

**3. Presentation**

a. Presentation Name – Kevin Horne, Jenny Chambers, Dan Karlin, L&C County Public Works

- i. JC - Public works is in basic emergency plan in many areas, transportation routes/access, debris management, etc.
- ii. KH public works operations – Roads, bridges, and signage is a big portion. Equipment in Lincoln, Augusta, and around the county. Has a limited amount of PPE and emergency equipment.
- iii. KH – Have emergency power backup at public works to support fueling, communications, heating, etc.
- iv. KH – Who has the authority to dispatch county assets? Flow chart in play. Commissioners, Sheriff and his designees, and chief operating official can stand up resources. Also connected to Malmstrom Air Force base as needed.
- v. KH – Has a pager callout system for personnel in PW, and also has emergency call out phone numbers down the chain of command.
- vi. KH – Wants to know what equipment is out and what it is doing. His staff is not emergency responders and only assists those who are.
- vii. WK – Asks if equipment rotates around the county. Fleet is worth 13 million. Usually has graders, water trucks and other equipment staged in regular locations. Movement can be fluid around the county due to need.
- viii. Undersheriff mentioned importance of adding non-emergency responders to CISM when appropriate. Kyle suggests using dispatch to assure that all responders are invited to a CISM and not left out.

b. Presentation Name - Kyle Sturgill-Simon (New DES coordinator for L&C County)

- i. Was a field officer and mitigation coordinator with state DES
- ii. Hiring his other person in his officer currently.

- iii. Contact info is on the county website.

**4. New Business**

- a. Brent Colbert – Emergency Management Team project (from previous DES coordinator)
  - i. Good idea but not really possible currently
  - ii. Given back to L&C DES aka. Tabled for now.
  - iii. Looked at using reserve personnel as well.
- b. County Website (Kirkeby)
  - i. Will go live September 6<sup>th</sup>.
  - ii. LEPC Link will be part of the website for access
- c. EOP update (Kussman)
  - i. Working ahead with planning
- d. L&C County Task Force for Wildland (Rocky)
- e. MEMA – Montana Emergency Manager association Oct. 10<sup>th</sup> - 12<sup>th</sup> in Red Lodge
  - i. Active shooter event training, Incident Command, and HAZMAT Response. \$100 for non-members and \$120 for members.
  - ii. KSS – This group has evolved to be more inclusive.
- f. LEPC is 3<sup>rd</sup> Tuesday of every month. We will set up meetings for rest of the year.
- g. Question about Iron Front Fire – AC Chambers advised of significant damage and that occupancy may not be occupied for some time.
- h. KSS – Asking about ideas for bringing things to LEPC. Would like to ask private industry, Boeing, railroad, etc. to be more involved with LEPC.
- i. KSS – Marplot program for spills and issues for functional use or table top exercises.

**5. Training**

- a. St. Pete’s emergency management training with CST on setting up decon tent on August 21<sup>st</sup> @ 0800.

**6. Upcoming Events**

- a. Helena Regional Airport Tri-Annual Drill (Chambers)
  - i. Sept. 28<sup>th</sup> @ 1730 hours
- b. Emergency Decon Drill St. Pete’s, (Kussman)
  - i. Will match up with Airport Drill on Sept. 28<sup>th</sup>
  - ii. Assistance from the 83<sup>rd</sup> CST

**7. Attendance**

- a. **In Person:**
  - i. Jayson Zander
  - ii. Kevin Horne
  - iii. Dan Karlin
  - iv. Kevin Wright
  - v. Brent Colbert
  - vi. Jenny Chambers
  - vii. Zach Slattery
  - viii. Lysa Mikes
  - ix. James Thomas
  - x. Al Simons
- b. **Virtual:**
  - i. Emily McVeigh
  - ii. Amy Geiger
  - iii. David Knoepke

**8. Adjournment**

- a. Motion by: Al Simons
- b. Second by: Mike Chambers