JOURNAL OF JOINT CITY-COUNTY COMMISSION SPECIAL WORK SESSION
October 17, 2016

City-County Commission Work Session   Mayor Kelly presiding
Civic Center, Gibson Room 212

CALL TO ORDER: 4:00 p.m.

CITY COMMISSION MEMBERS PRESENT: Bob Kelly, Bill Bronson, Bob Jones, Tracy Houck and Fred Burow.

CITY STAFF PRESENT: City Manager; City Attorney; Directors of Fiscal Services, Public Works, and Planning and Community Development; Executive Director of the Housing Authority; DES Emergency Manager; Fire Chief; Police Chief; and, the City Clerk.

COUNTY COMMISSION MEMBERS PRESENT: James Larson and Jane Weber. Commissioner Joe Briggs was excused.

COUNTY STAFF PRESENT: DES Coordinator.

Also present was Megan Syner, National Weather Service Warning Coordination Meteorologist.

*** Action Minutes of the Great Falls City Commission. Please refer to the
<u>audio/video recording</u> of this meeting for additional detail. ***

1.   **VINEYARD FIRE AND FLOODING EVENT AFTER ACTION REPORTS**

Fire Chief Steve Hester, County DES Coordinator Vince Kolar, City DES Manager Dave Nordel, National Weather Service Warning Coordination Meteorologist Megan Syner, and Public Works Director Jim Rearden reviewed and discussed the attached PowerPoint presentation that included:

- Discussion and after action report regarding the Vineyard fire
- Communication Interoperability Work Group
- Briefing and discussion regarding the flooding event (first flash flood on record in Great Falls)
- Briefing and discussion regarding the State Preparedness Report
- Discussion and update of the Pre-Disaster Mitigation Plan

Commissioner Houck inquired what enforcement action was available if citizens knowingly and purposely disregard a CodeRed alert to avoid a certain area so that emergency workers can respond to a crises area efficiently.

Chief Bowen responded that there are statutes in place if a person disobeys an order of a police officer directly, not indirectly like the CodeRed process. People saw the black smoke and flocked to the area to see what was going on. The problem is the logistics of trying to identify everyone coming into the area to determine if they have legitimate business and then determine

whether or not to take enforcement action. Emergency personnel are busy just trying to keep people out of the area to create lanes of traffic for people to evacuate.

DES Manager Nordel added that there hasn't been a major event in Great Falls for about 54 years. When you don't have that it becomes a spectator sport and a public safety issue.

2.   PUBLIC COMMENT

Richard Liebert, 289 Boston Coulee Road, commended the City and County for its long range planning. He inquired about a contingency plan for a refinery incident at Calumet.

Ron Gessaman, 1006 36th Avenue NE, commented he was not pleased with the CodeRed notices to evacuate. He also suggested developers be required to provide fire breaks at new subdivisions.

In response to Mr. Liebert, Chief Hester reported that Calumet has foam trucks and a fire brigade inside the confines of the refinery to take care of itself. Great Falls Fire trains weekly with the fire brigade at Calumet.

In response to Mr. Gessaman, DES Manager Nordel commented that was the first time CodeRed was used to send out mass messages. The messages were too long and went out to the entire city. They have since talked with representatives of CodeRed as well as participated in more training. They can now send alert messages out to just a portion of the city. It was a learning experience, and it has helped make the system better.

Commissioner Houck left the meeting at 5:31 p.m.

After discussion, appreciation was expressed to City/County emergency personnel. It was suggested that they build an exercise around a summer event like the Vineyard fire; that Planning and Community Development provide input concerning whether the City should be doing something different with regard to annexations, zonings and developments in the periphery; that the Fire Department go out into the rural areas and stage with other entities, work on interoperability, and participate as much as possible to get training at real events; that the City look into getting a brush truck; and, that staff provide an update annually to the City/County Commissions at a joint meeting.

<div align="center">ADJOURN</div>

There being no further discussion, Mayor Kelly adjourned the informal joint work session of October 17, 2016 at 5:44 p.m.

Special Work Session

- Vince Kolar/Dave Nordel Introductions
- Vineyard Fire After Action Report (Vince Kolar/GFFR)
- Communications Interoperability Work Group (Chief Hester)
- Flooding Event Briefing (Jim Rearden/Megan Syner)
- State Preparedness Report Briefing (Dave Nordel/Vince Kolar)
- Pre-Disaster Mitigation Plan Update (Vince Kolar)

Introduction

Public Safety Life Cycle
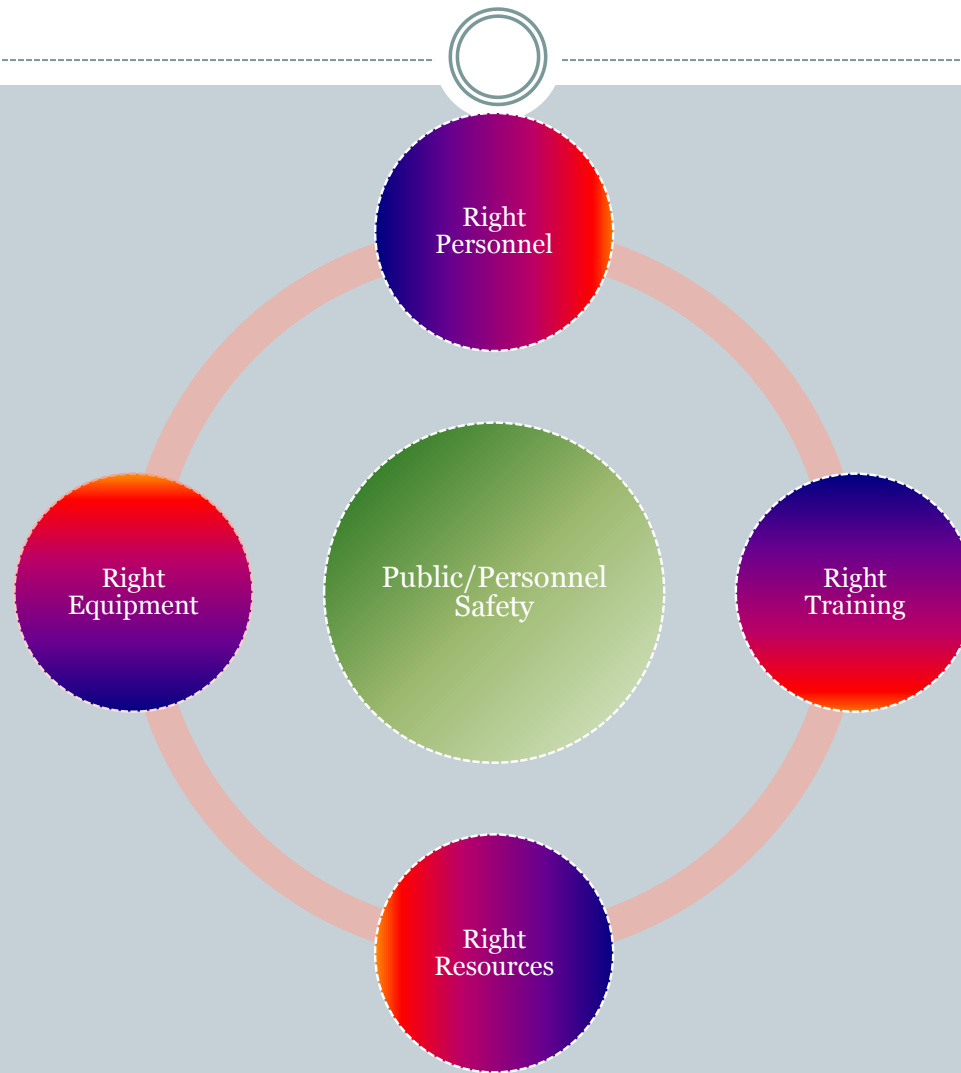
Vineyard Fire Observations

- Observation; GFFR and Rural Fire had difficulty communicating resulting in weakened command structure.
  - Possible Solution; ICS training & exercise. Joint Command Structure and Cascade County Standard Command Guide.
  - Possible Solution; Incident Command at Incident Command Post ICS training & exercise.
- Observation; Some resources were not requested and utilized.
  - Montana Mutual Aid Identify operational need before request is made
  - Non-firefighter resources Utilize farm resource when available and safe to handle livestock.
  - Resources released to early must get better information prior to strategic decisions like the weather forecast
  - Media with firefighters Pre-season Fire/Media meeting. Discuss PPE requirement
  - Traffic control Coordinate resource request with Law Enforcement

Vineyard Fire Observations

- Observation: GFPD computers and cell phone wouldn't work due to provider limitations.
  - Possible Solution: Contact Version provider to determine problem and solutions
- Observation: County DES assigned Fire Warden duties on the fire and could not staff the EOC no County Commissioners at the EOC
  - Possible Solution: County DES and Cascade County Commissioners on the EOC call list and notified immediately when the EOC is activated. County DES needs an alternate if he is to work on wildland fires.
- Observation: Communications for shelter opening are not formalized.
  - Possible Solution: Change checklist at dispatch
- Observation: GFFR apparatus are not designed for wildland fires creating greater risk to firefighters
  - Possible Solution: Acquire type 6 Engine that allow pump and roll, and all wheel drive to efficiently attack the fire
- Observation: Agency to Agency Communications were not interoperable
  - Possible Solution: Establish SOP, program radios, and establish a communication plan. Train first responders on proper inter-agency communication
- Observation: Fire Hydrants were inoperative adjacent to new construction.
  - Possible Solution: Work with Community Development and Public Works to ensure hydrants are operational during building construction phase.

Vineyard Fire Observations

- Observation: Homeowners turned on sprinklers causing loss of water pressure
  - Possible solution: Educate Community on wildland defendable space and water conservation
- Observation: Public Works heavy equipment operators working directly on the fire had no basic wildland training
  - Possible solution : Obtain training
- Observation: Use of Code-RED mass notification system didn't work as well as intended.
  - Possible solution : Train PIO on proper use of Code Red
- Observation: CCSO had no EOC Representative
  - Possible solution : Updated the EOC notification checklists with approval of all agencies.
- Observation: Providing critical incident/situational information out to the public was delayed
  - Possible solution : PIO needs standardized press procedures Training/SOP. Establish social media outlets City/County needs emergencies notification and information
- Observation: City Dept. Representatives were not sure of his or her role at the EOC.
  - Possible solution; Develop and Approve Internal checklists for each dept that prioritized and chronicle duties and responsibilities
- Observation: The EOC infrastructure needs to be updated and more robust
  - Possible solution : Design and fund EOC improvements that will make the facility efficient and effective

Communication Interoperability Working Group

2016 Cascade County Dispatch and Fireground Frequencies

	Department	Color (National) Designator	Radio Channel	Usage
Cascade Co Dispatch Channels	Black Eagle, Gore Hill, Vaughn, Manchester, Sun Prairie	744 North		Cascade County Fire and Sheriff Dispatch
	Monarch, Neihart	744 East		Cascade County Fire and Sheriff Dispatch
	Sand Coulee	744 SouthEast		Cascade County Fire Repeater (Low Power)
	Belt	860		Cascade County Fire and Sheriff Dispatch
	Search & Rescue	744 West		Cascade County Fire and Sheriff Dispatch
	Dearborn	744 South		Cascade County Fire and Sheriff Dispatch
	Ulm, Cascade	963		Cascade County Fire and Sheriff Dispatch
Fire	Great Falls Fire Rescue	P25 ID: 2977		Great Falls Fire (Fire 1) & EMS Dispatch
	GFFR	P25 ID: 2979		Great Falls Fire 2
	GFFR	P25 ID: 2987		Great Falls Fire 3
		RUBY		State Fire Repeater
		GARNET		State Fire Repeater Control
	Fire Operations (Typical)	RED		State Fire Mutual Aid
	Gore Hill	MAROON (VFIRE21)		State Fire Command and Control
	Vaughn, Sun Prairie, Manchester	CORAL (VFIRE22)		State Fire Ground # 1
	Black Eagle	SCARLET (VFIRE23)		State Fire Ground # 2
		COPPER (VFIRE24)		State Fire Ground # 3
		BURGANDY (VFIRE25)		State Fire Ground # 4
		CRIMSON (VFIRE26)		State Fire Ground # 5

GFFR has migrated to the Digital Trunking System, interagency communication will be on Color Channels or trunked portable provided at Level-1 Staging.

2016 Montana Mutual Aid and Common Frequencies

	Local Agency	Color Name & National Designator	Radio Channel	Usage
General Use		GOLD		General Mutual Aid & Coordination
	Mercy Flight Ops	TAN (VMED28)		State Air-to-Ground Coordination
		NEON		General Mutual Aid & Coordination
EMS	Benefis & GF Clinic	WHITE		Hospital-to-Ambulance & Hospital-to-Hospital
		GRAY		Central Region Dispatch & Paging
		PINK		Western/Eastern Region Dispatch & Paging
	Mercy Flight Ops	TAN (VMED28)		EMS Communications & Medical Staging
SAR, DES, Common		VIOLET (SAR HIGH)		National Search and Rescue
	Search & Rescue	PURPLE		State Search and Rescue
		BROWN		State DES Direction and Control
		GREEN		State/Federal Common State Forestry & Conservation
	DNRC Air Support	Yellow		State Forestry - Department of State Lands
		Orange		State Forestry - Department of State Lands
LEO MMA	GFPD, CCSO	BLUE (VLAW31)		National Law Enforcement Emergency, Border Interoperability
		SILVER		State Law Enforcement Mutual Aid
		BLACK		Law Enforcement Tactical
		ALPHA		Interagency Fire Use Only
		BRAVO		Interagency Fire Use Only
Tactical/General Interop	Belt Fire Dispatch	CHARLIE (VTAC 12)		Tactical General Use Interoperability Channel
		DELTA (VCALL 10)		Tactical General Use Interoperability Channel
	Highwood/Baldy Repeater	ECHO (VTAC 13)		Tactical General Use Interoperability Channel
		FOX (VTAC 14)		Tactical General Use Interoperability Channel
	Highwood/Baldy Repeater	GOLF (VTAC 11)		Tactical General Use Interoperability Channel

August Flooding Event

- Rainfall amounts: 2.5 to 3.5 inches in downtown Great Falls within one hour

- Greatest 1-hour rainfall: 1.13 inches, June 20, 1991 (Exceeded this value on August 9, 2016

- Greatest 30-minute rainfall and last occurrence of intense rain: 1.04 inches, July 14, 2012 with 0.66 inches falling within a 15-minute period

- Significant flooding impacts to downtown Great Falls

State Preparedness Report

- Required annually
  - LEPC function
  - 164 page document
  - Compiled at the state and sent to FEMA nationally
- First report was accomplished in 2015
  - Sent to CC DES/CoGF late
  - Accomplished only by the two Emergency Managers
- 2016 report submitted 30 Sept to State DES
  - Full LEPC participation
  - 11 mandatory areas to be addressed
  - Selected 4 optional areas
    - Access Control
    - Cyber-security
    - Operational Communications
    - Mass Care
- Scale of 1-5 scoring/Ratings 0-20%/21-40%/41-60%/61-80%/81-100%

- Brief by exception ratings lower than 3 will have gaps identified

Report Format

- The 32 Core Capabilities have been broken up into 4 groups (Rated HIGH MEDIUM or LOW)

- Rate your abilities for 11 Core Capabilities.

- Answer questions which provide valuable information to understand future training and resource needs.

- Option to rate another 21 areas
  - We selected four

Group Ratings

- **Common to all areas**
  - Planning (HIGH)
  - Public Information & Warning (HIGH)
  - Operational Coordination (HIGH)
- **Prevention**
  - Forensics & Attribution (LOW)
  - Intelligence & Information Sharing (HIGH)
  - Interdiction & Disruption (HIGH)
  - Screen, Search & Detection (LOW)

Group Ratings (Cont)

- **Protection**
  - Access Control & Identity Verification (MEDIUM)
  - Cyber Security (HIGH)
  - Physical Protective (HIGH)
  - Risk Management for Protection Programs & Activities (LOW)
  - Supply Chain Integrity & Security (LOW)
- **Mitigation**
  - Community Resilience (HIGH)
  - Long-term Vulnerability Reduction (MEDIUM)
  - Risk & Disaster Resilience Assessment (MEDIUM)
  - Threats & Hazard Identification (HIGH)

Group Ratings (Cont)

- **Response**
  - Critical Transportation (MEDIUM)
  - Environmental Response / Health & Safety (HIGH)
  - Fatality Management Services (MEDIUM)
  - Fire Management & Suppression (HIGH)
  - Logistics & Supply Chain Management (MEDIUM)
  - Mass Care Services (HIGH)
  - Mass Search & Rescue Operations (LOW)
  - On-scene Security, Protection, & Law Enforcement (HIGH)
  - Operational Communications (HIGH)
  - Public Health, Healthcare, & Emergency Medical Services (HIGH)
  - Situational Assessment (HIGH)
  - Infrastructure Systems (HIGH)

Groups Ratings (Cont)

- **Recovery**
  - Economic Recovery (HIGH)
  - Health & Social Services (HIGH)
  - Housing (HIGH)
  - Natural & Cultural Resources (HIGH)

Planning

- **Capability Rating (4)**
- 1 – No plans/annexes exist
- 2 – Some plans/annexes exist
- 3 – Plans/annexes are complete but require update
- **4 – Plans/annexes are complete and have been updated within 5 years**
- 5 – Plans/annexes are complete, up to date, and verified through either exercises or real world events
- N/A – Planning is not relevant for this capability

Public Information and Warning

- Capability Rating (4)
- 1 – No plans/annexes exist
- 2 – Some plans/annexes exist
- 3 – Plans/annexes are complete but require update
- **4 – Plans/annexes are complete and have been updated within 5 years**
- 5 – Plans/annexes are complete, up to date, and verified through either exercises or real world events
- N/A – Planning is not relevant for this capability

Operational Coordination

- Capability Rating (4)
- 1 – No plans/annexes exist
- 2 – Some plans/annexes exist
- 3 – Plans/annexes are complete but require update
- **4 – Plans/annexes are complete and have been updated within 5 years**
- 5 – Plans/annexes are complete, up to date, and verified through either exercises or real world events
- N/A – Planning is not relevant for this capability

Interdiction and Disruption

- Capability Rating (2)
- 1 – No plans/annexes exist
- **2 – Some plans/annexes exist**
  - **Equipment/Training/Exercises/Organization**
- 3 – Plans/annexes are complete but require update
- 4 – Plans/annexes are complete and have been updated within 5 years
- 5 – Plans/annexes are complete, up to date, and verified through either exercises or real world events
- N/A – Planning is not relevant for this capability

Physical Protective Measures

- Capability Rating (3)
- 1 – No plans/annexes exist
- 2 – Some plans/annexes exist
- **3 – Plans/annexes are complete but require update**
- 4 – Plans/annexes are complete and have been updated within 5 years
- 5 – Plans/annexes are complete, up to date, and verified through either exercises or real world events
- N/A – Planning is not relevant for this capability

Risk and Disaster Resilience Assessment

- Capability Rating (1)
- **1 – No plans/annexes exist**
  - **No Teams/Response Times/Training/Exercises (local fix)**
- 2 – Some plans/annexes exist
- 3 – Plans/annexes are complete but require update
- 4 – Plans/annexes are complete and have been updated within 5 years
- 5 – Plans/annexes are complete, up to date, and verified through either exercises or real world events
- N/A – Planning is not relevant for this capability

Environmental Response/Health and Safety

- Capability Rating (3)
- 1 – No plans/annexes exist
- 2 – Some plans/annexes exist
- **3 – Plans/annexes are complete but require update**
- 4 – Plans/annexes are complete and have been updated within 5 years
- 5 – Plans/annexes are complete, up to date, and verified through either exercises or real world events
- N/A – Planning is not relevant for this capability

Fire Management and Suppression

- Capability Rating (4)
- 1 – No plans/annexes exist
- 2 – Some plans/annexes exist
- 3 – Plans/annexes are complete but require update
- **4 – Plans/annexes are complete and have been updated within 5 years**
- 5 – Plans/annexes are complete, up to date, and verified through either exercises or real world events
- N/A – Planning is not relevant for this capability

On-Scene Security, Protection and Law Enforcement

- Capability Rating (4)
- 1 – No plans/annexes exist
- 2 – Some plans/annexes exist
- 3 – Plans/annexes are complete but require update
- **4 – Plans/annexes are complete and have been updated within 5 years**
- 5 – Plans/annexes are complete, up to date, and verified through either exercises or real world events
- N/A – Planning is not relevant for this capability

Situational Assessment

- Capability Rating (4)
- 1 – No plans/annexes exist
- 2 – Some plans/annexes exist
- 3 – Plans/annexes are complete but require update
- **4 – Plans/annexes are complete and have been updated within 5 years**
- 5 – Plans/annexes are complete, up to date, and verified through either exercises or real world events
- N/A – Planning is not relevant for this capability

Housing

- Capability Rating (2)
- 1 – No plans/annexes exist
- **2 – Some plans/annexes exist**
  - **Plans/Timelines not met/messaging**
- 3 – Plans/annexes are complete but require update
- 4 – Plans/annexes are complete and have been updated within 5 years
- 5 – Plans/annexes are complete, up to date, and verified through either exercises or real world events
- N/A – Planning is not relevant for this capability

Access Control and Identity Verification

- Capability Rating (3)
- 1 – No plans/annexes exist
- 2 – Some plans/annexes exist
- **3 – Plans/annexes are complete but require update**
- 4 – Plans/annexes are complete and have been updated within 5 years
- 5 – Plans/annexes are complete, up to date, and verified through either exercises or real world events
- N/A – Planning is not relevant for this capability

Cybersecurity

- Capability Rating (3)
- 1 – No plans/annexes exist
- 2 – Some plans/annexes exist
- **3 – Plans/annexes are complete but require update**
- 4 – Plans/annexes are complete and have been updated within 5 years
- 5 – Plans/annexes are complete, up to date, and verified through either exercises or real world events
- N/A – Planning is not relevant for this capability

Operational Communications

- Capability Rating (2)
- 1 – No plans/annexes exist
- **2 – Some plans/annexes exist**
  - **Equipment/Interoperability/SOP among jurisdictions**
- 3 – Plans/annexes are complete but require update
- 4 – Plans/annexes are complete and have been updated within 5 years
- 5 – Plans/annexes are complete, up to date, and verified through either exercises or real world events
- N/A – Planning is not relevant for this capability

Mass Care Services

- Capability Rating (4)
- 1 – No plans/annexes exist
- 2 – Some plans/annexes exist
- 3 – Plans/annexes are complete but require update
- **4 – Plans/annexes are complete and have been updated within 5 years**
- 5 – Plans/annexes are complete, up to date, and verified through either exercises or real world events
- N/A – Planning is not relevant for this capability

Special Work Session

PRE-DISASTER MITIGATION PLAN

WWW.COUNTYPDM.COM
PASSWORD: GREAT FALLS

Special Work Session

QUESTIONS