



Billings Refinery

September 24, 2014

Dear Council Member:

Please find attached the minutes from our brief September 4, 2014 CAC meeting that followed the Phillips 66 Meet in the Park event. The purpose of the CAC meeting was to debrief the success and learnings from the event. The next meeting will be **TUESDAY, OCTOBER 14, 2014** at the Phillips 66 Learning Center. The meeting will run from 5:30 to 7:30 p.m. Dinner will be served from 5:00 to 5:30 p.m.

Sincerely,

Ann L. Clancy, Ph.D.
Meeting Facilitator

**Meeting Location: Phillips 66 Learning Center
415 South 24th Street**

**PHILLIPS 66 BILLINGS REFINERY
CITIZENS ADVISORY COUNCIL
September 4, 2014**

MEETING MINUTES

- Present:** Council members Keith Beartusk, Bob Carr, Paul Dextras, Joshua Juarez, Shirley McDermott, Eileen Morris, Melissa Patton, John Pulasky, Jim Ronquillo, Emily Shaffer, Melanie Schwarz, Andrew Sullivan, Mike Yakawich, Michelle Zahn, Stella Ziegler
Phillips 66 management: Ray Rigdon,, Colin Franks, Randall Richert, Mark Hilbert
Facilitator: Ann Clancy
- Absent:** Ken Ard, Ralph Hanser, Lance Johnson, Bruce MacIntyre, Mark Pagano, Emily Shaffer, Melanie Schwarz

AGENDA

- Debrief of “Meet in the Park” Event
- Next Meeting October 14, Ag-Energy Discussion Panel, Phillips 66 Learning Center

DEBRIEF OF MEET IN THE PARK EVENT

A crowd numbered at about 460 participants attended the Meet in the Park event including South Side residents, business owners, city officials, booth presenters, and students from both MSU-B and Rocky Mountain College. In terms of raffle tickets distributed there were 305 adult and 125 children tickets given out. The majority of CAC members were present and assisted in numerous ways—from manning the 3 registration tables and some of the booths to helping serve food.

The booths/displays included. Shriners, Southside Task Force, Friendship House, Southside Senior Center, City College and Process Plant Technology Program, Phillips 66 Pipeline, Phillips 66 Refinery, Jacobs Engineering, Yellowstone Boys & Girls Ranch, MSU-B Garfield Community Center, City/County Planning & Community Services, Fire Department, Police Department, Yellowstone Sheriff’s Dept., Yellowstone Conservation District, Rocky Mountain College Environmental Club & Yellowstone River Research Council, Human Resources Development Council, Family Tree Center, One on One Learning, Hair Because We Care, RiverStone Health, American Cancer Center Relay for Life, Al-Anon, and the Pepsi spin wheel.

The following CAC member and guest comments were recorded on the successes, learnings and suggestions from this event

What Worked Well with the Event

- Food line went really well. It helped to have the condiments away from the food line
- Fuddruckers was prepared for the volume this year

- Having a map with all the booths.
- Well organized
- Having 3 registration tables.
- No lines anywhere
- Good vendors/displays.
- People seemed really responsive and many said they appreciated being invited
- The location was the centerpiece.
- It helped that the Garden Fair was also taking place in SP – it brought people over
- It worked this year when distributing the flyers to use rubber bands to help fasten the flyers Some twist ties next year would be helpful
- The sound system worked better than last year's
- The Pepsi Wheel moved a lot of people with P66 giveaways and Stella's cinnamon rolls
- Liked seeing city representation at the event—fire, police, etc
- Liked seeing RiverStone Health at the event. Really like how they dressed up kids like doctors and took their photos
- Streambed went well
- It went great, smoothly We need to do it again.
- Good to stay in the South Park venue

Concerns/Learnings

- The sound system was better but still hard to hear in the back of the Gazebo.
- Waited too long for all the drawings. People were coming and going throughout the time Following the set times in the agenda would be better
- Didn't get any feedback from attendees – no one turned in any sheets with comments

Suggestions

- Start the drawings sooner and do them with more frequency.
- Follow the set times for the drawings that are designated in the agenda.
- Continue to put together activities that go over well.
- Try again to incorporate a survey or some mechanism of feedback from the participants
- Did we convey a clear message this year?

NEXT MEETING: October 14

Location: Phillips 66 Learning Center

- Ag-Energy Industry Panel Discussion featuring the following topics
 - Oil based ag products & biofuels Jupiter Sulphur
 - RIN credits, ethanol subsidies, P66 corporate commercial interests in ag products P66 Billings Refinery
 - Industry-Ag-Water-Related Research results on key interests/concerns for stakeholders along Yellowstone River Rocky Mountain College
 - Link between ag & energy industries MSU
 - Cost of ethanol to consumer Former PSC member
 - P66 Pipelines pipes under farms land, company investment in ethanol facilities P66 Pipelines
- Debrief of Phillips 66 "Meet in the Park"
- Community, Refinery & Transportation Updates
- Next Meeting: November 11