



Billings Refinery

October 5, 2012

Dear Council Member:

The minutes from our brief September 13, 2012 CAC meeting are attached. The next meeting will be **TUESDAY, OCTOBER 9, 2012** at the Phillips 66 Learning Center, our usual location. The meeting will run from 5:00 to 7:30 p.m.

Sincerely,

Ann L. Clancy, Ph.D.
Meeting Facilitator

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

**PHILLIPS 66 COMPANY, BILLINGS REFINERY
CITIZENS ADVISORY COUNCIL
September 13, 2012**

MEETING MINUTES

Present: Council members: Keith BearTusk, Bob Carr, Ralph Hanser, Joshua Juarez, Paul Miller, Linda Pettengill, John Pulasky, Emily Schaffer, Gladys Stahl, Dolores Terpstra, Stella Ziegler
Phillips 66 management: Colin Franks, Mark Hilbert, Randall Richert
Facilitator: Ann Clancy

Absent: Ken Ard, Steve Arveschoug, Brittany Blood, Paul Dextras, Shirley McDermott, Jim Ronquillo, Julian Stoll, Elizabeth Stears, Richard Wilson

Guests: Michelle Zahn, South Side Neighborhood Task Force

AGENDA

- Neighborhood Eat & Meet Event
- Debrief Eat & Meet Event
- Meeting agenda for October 9 CAC meeting

DEBRIEF OF NEIGHBORHOOD EAT & MEET

The Neighborhood Eat & Meet was considered a success, with the following comments offered by CAC members:

Worked Well

- Great environment with the NPRC building
- Sound system worked well
- Weather was great
- Food was good and on time
- Overall theme worked well plus nice outreach to NPRC
- Tents were a great idea

Do Differently

- Only one tour of the building was offered
- At least one business did not get the invitation to the Eat and Meet until the day after. So as a neighborhood business, they would have been unable to attend. Don't know how many other invitations went out late, but that is a fairly bad glitch and could be part of the reason why so few south side residents and businesses showed up.
- Rotate people manning the sign-up tables so everyone gets a chance to participate and hear the speakers
- Lot of bees around
- Would have liked to have seen the fire truck
- Very low number of city/county government officials in attendance

- Eat & Meet scheduling should be done with consideration of the United Way Day of Caring. This year they were on the same day and probably affected the attendance of city/county officials at the Eat & Meet.

Next Year

- Do personal invitations (including phone) to city/county government officials
- Have next year's location be back at Phillips 66 – worth a discussion at CAC
- Open up invitations to more of South Side to make all the planning time and costs be worthwhile
- Next year offer free gas tickets in the raffle
- Could do Fuddruckers again
- To reach more people and businesses maybe work with organizations like Southside Urban Development and Southside Neighborhood Task Force who might inform people and businesses and make it more of a community effort. On the South Billings Urban Renewal Association, you can contact Shawn Hanser because he is facilitating the organization. His cell number is (406)208-9228. His e-mail is shawnh@hansers.com. The value in this is reaching more of the major businesses in this area.

NEXT MEETING AGENDA: OCTOBER 9, 2012

The following agenda was confirmed for the October 9 CAC meeting:

- Welcome & Introductions
- Honoring Linda Pettengill & Richard Wilson
- Pipeline 301 Presentation by Mark Hilbert
- Agriculture & Refining Presentations
 - ExxonMobil Spill: Steve Lakman, County Extension Agent
 - Producing Ag-related Petro Products: Howard Butler, Phillips 66 Jupiter Plant
- Refinery & Transportation Updates
- Next Meeting Agenda: November 13