



October 11, 2010

Dear Council Member:

The minutes from the brief CAC meeting after the Neighborhood Eat & Meet on September 21, 2010 are attached. The next CAC meeting will be on **TUESDAY, OCTOBER 12** beginning with dinner at 5:00 p.m. The meeting will run from 5:30 to 7:30 p.m.

Sincerely,

Ann L. Clancy, Ph.D.  
Meeting Facilitator

Meeting Location: ConocoPhillips Learning Center  
415 South 24<sup>th</sup> Street

CONOCOPHILLIPS BILLINGS REFINERY  
CITIZENS ADVISORY COUNCIL  
September 21, 2010

MEETING MINUTES

**Present:** Council members: Ken Ard, Keith Bear Tusk, Bob Carr, Linda Pettengill, John Pulasky, Jim Ronquillo, Emily Schaffer, Gladys Stahl, Richard Wilson, Stella Ziegler  
ConocoPhillips management: Steve Steach, Reed Marton  
**Absent:** Steve Arveschoug, Brittany Blood, Paul Dextras, Hillary Harris, Mark Hilbert, Shirley McDermott, Alice Stears, Elizabeth Stears, Connie Wardell, Ernie Woods  
Facilitator: Ann Clancy

AGENDA

- Neighborhood Eat & Meet Event
- Debrief Eat & Meet
- Meeting agenda for October 12 CAC meeting

DEBRIEF OF NEIGHBORHOOD EAT & MEET

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

- The event was well organized.
- All the speakers' remarks were on point with the theme of the event.
- An update on the coke drums in Steve's review of refinery activities was appreciated.
- Acoustics were good.
- Attendance perfectly matched our planning (food, gifts, seating).
- The food was good.
- The decorating was well done.
- Changing locations each year has been a positive experience.
- It would be nice to return to Garfield in 2-3 years.
- It was nice to see the Mayor, several City Council members, City Administrator, Sheriff and a representative of the Police Department in attendance.

A popular suggestion for next year's Neighborhood Eat & Meet venue was RiverStone Health's new facility. The group remarked favorably on the CAC's recent practice of highlighting public and private partnerships at the Neighborhood Eat & Meet: 1) 2008 – City (street improvements), 2) 2009 – Fire and Police Depts. (emergency Services) , and 3) 2010 – MSU-B (education). The group saw the same opportunity with RiverStone Health. With the theme of health care, it would give the refinery an opportunity to share its focus on wellness and its emergency response capability through employees with Emergency Medical Technician certifications as well as others with specialized training

in rescue and first aid. It would also provide MSU's College of Technology an opportunity to promote its Paramedic and Nursing programs.

Another suggested theme was environmental performance. Recent changes to the National Ambient Air Quality Standard for sulfur dioxide could result in Billings being classified as a "non-attainment" area. That would greatly affect most of the area industries.

#### Next Meeting Agenda – October 12, 2010

- Neighborhood Eat & Meet Debrief
- Review of Membership Constituencies
- Update on Refinery Philanthropic & Community Support
- Update on Coke Drum Project
- Update on Sustainability Scorecard
- Refinery & Transportation Updates
- Honoring Connie Wardell
- Next meeting: November 9