



# Billings Refinery

## **SEPTEMBER CAC MINUTES CORRECTION**

October 11, 2015

Dear Council Member:

Please find attached a corrected copy of the minutes from our brief September 10, 2015 CAC meeting that followed the Phillips 66 Meet in the Park event. The correction includes an update on the number of people who attended the Meet in the Park event.

Just a reminder that the next CAC meeting will be **TUESDAY, OCTOBER 13, 2015** 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 24<sup>th</sup> Street**

**PHILLIPS 66 BILLINGS REFINERY  
CITIZENS ADVISORY COUNCIL  
September 10, 2015**

**MEETING MINUTES**

**Present:** Council members: Bob Carr, Paul Dextras, Bruce MacIntyre, Eileen Morris, Gregory Neill, Katey Plymesser, Jim Ronquillo, Andrew Sullivan, Michelle Zahn, Mike Yakawich, Stella Ziegler  
Phillips 66 management: Ray Rigdon, Colin Franks, Mark Hilbert  
Facilitator: Ann Clancy

**Absent:** Keith Beartusk, Ralph Hanser, Travis Harris, Lance Johnson, Shirley McDermott, Melissa Patton, John Pulasky, Melanie Schwarz, Emily Shaffer

**AGENDA**

- Debrief of “Meet in the Park” Event
- Next Meeting: October 13, Cost of Energy Panel, Phillips 66 Learning Center

**DEBRIEF OF MEET IN THE PARK EVENT**

Participants who signed in numbered at 423 not including many of the children who attended. Fuddruckers reported selling 572 burgers and 120 hot dogs. The Meet in the Park event included South Side residents, business owners, city officials, visitors, booth presenters, and students from both MSU-B and Rocky Mountain College. This year, there were 15 Billings Metro Vista Project volunteers who helped with the set-up and tear-down of the event and manned the three registration tables. CAC members were present and assisted in numerous ways. Reverend Melvin Terry did the invocation to begin the event. Two bicycles, numerous gas cards, some restaurant gift certificates, and some toys were raffled off throughout the evening.

The vendors included: Shriners, Phillips 66 Refinery, CAC 25<sup>th</sup> Anniversary booth, Phillips 66 Pipeline, City College and Process Plant Technology Program, Billings Fire Department, Billings Police Department, Yellowstone Sheriff’s Department, AMR Ambulance Services, Human Resources Development Council, Home Center, Hair Because We Care, Elks Club, RiverStone Health, Big Brothers Big Sisters, MSU Extension Agent, Family Tree Center, Yellowstone Conservation District, Rocky Mountain College, Yellowstone Boys & Girls Ranch, American Cancer Center Relay for Life, Friendship House and Southside Task Force, One on One Learning, City/County Planning & Community Services, MDU, Connections Community Center, and the Pepsi spin wheel. Fuddruckers did the food catering. During the event, the BEAR unit from the Sheriff’s office was on site as well as a fire truck and police vehicle.

COT Power Plant Process Technology students (see below) contributed to the success of the event by helping to set up and take down the booth, answer questions from community

members, and assist area children in learning how to operate a robot and the PPT generator bicycle where children (and some adults) pedaled to make their own electricity.

Michael Baker Cody Dayley Adam Goodburn Austin Pickering	Victor Pulse Michael Wilder Dayton Willoughby
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Trevor Belnap and Jackets Student Central also helped set up and staff the MSU-B table, providing table covers, banners, and program information to hand out. Also MSU-B College of Business students participated and helped with logistics.

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

### **What Worked Well with the Event**

- Fuddruckers was well organized and the food line went well and people were served to the very end (the entire two hours of the event 5-7:00 p.m.).
- The layout of the booths was well organized and having a map with all the vendors listed was very helpful.
- It was very worthwhile to tie the event into the RiverStone Health Gardner's Market. It brought more people.
- Great turnout.
- Liked the vendors/displays that participated; they were interesting.
- Having the Vista Volunteers participate this year made a big difference – they manned all 3 registration tables and helped with setting up and tearing down. We couldn't have done it without them.
- Having the students help with the logistics was very much appreciated.
- Attendees seemed really responsive and many gave their thanks for hosting the event.
- The sound system worked very well – the extra speakers made a big difference.
- Liked seeing city representation at the event—fire, police, Sheriff's Dept., etc.
- Stay in the South Park venue for next year's event.
- We kept on schedule with the announcements and raffles – it went smoothly.
- Liked all the games and trinkets available.
- The logistics went very smoothly.

### **Concerns/Learnings**

- The 3 different colored tickets was a little confusing.
- There was some confusion and last minute changes around vendor stations resulting in some tables close to the gazebo and food being empty while other vendors set up on the periphery.

### **Suggestions**

- Put numbers on the vendor tables that match the map so that vendors can more easily find where they are supposed to be. Hopefully that would also restrain vendors from wanting to change location.

## **NEXT MEETING: October 13**

**Location: Phillips 66 Learning Center**

- Panel Discussion: Cost of Energy
  - Effects on drilling in the Powder River Basin (Dave Ballard, Ballard Petroleum)
  - Proposals to remove restrictions on exporting US oil (Darrell Johnson, President, Greater Yellowstone Center Labor Council)
  - Opportunities for transition (Randy Hafer, President, High Plains Architects)
  - Two more panel members to be confirmed
- Debrief of Phillips 66 “Meet in the Park”
- Community, Refinery & Transportation Updates
- Next Meeting: November 10