

Billings City Administration Weekly Report

July 19, 2019

- 1) **Lockwood TEDD** – Over the past few months I have attended each of the TEDD board meetings, two meetings with property owners inside the TEDD and several meetings with Big Sky Economic Development staff. Our meetings have all been civil and constructive. The Lockwood Water and Sewer District wants to be back in front of the Council in August or September to ask the city for permission to enter negotiations to expand their utility boundary. I will likely recommend that we enter into these negotiations, under the condition, that every property owner who chooses to connect to city sewer and/or water, sign a waiver of right to protest annexation, at the time that they connect to the utility. I believe it is a mistake to allow the new business park to be developed using any city capacity for sewer treatment and/or water, without requiring each property owner to sign a waiver of right to protest annexation. We have discussed delaying the annexation until the day that the TEDD sunsets which is estimated to be around 2056. The delay in annexation is extremely rare and should only be considered in cases similar to this unique set of circumstances and potential partnership with Yellowstone County, BSED and Lockwood to build the proposed Lockwood industrial park. I do not know if the TEDD board will accept this condition, but am confident that it is necessary to protect our citizen's infrastructure investments and is in the best interest of our community's desire to retain and attract world class industrial scale development. Our ability to retain and recruit this type of business development to Billings requires access to reliable water, waste water, storm water and transportation infrastructure; the City is critical to providing all of these services without hesitation. I am hopeful that our community will understand the incredibly valuable assets we bring to the project and agree to partner with us.
- 2) **Destination Medical Center/Lisa Clarke** – I have been watching with interest Rochester's economic resurgence since 2017. Though Billings is not interested in mimicking any other community, I believe we can learn a lot from their successes and challenges. Like Billings, Rochester is 110,000, is a regional trade center and has an economy separated from any other metropolitan area. Similarly, health care as its largest employer (on scale, Mayo is a significantly larger percentage of their economy however we both are destination medical centers (DMC). I had the opportunity to participate in the discussions with Lisa and a group of local developers, business leaders and healthcare professionals throughout the week. I believe our community, business and medical leaders expect us to move forward with implementing our adopted One Big Sky plan. Since creating their DMC economic development initiative, Rochester's downtown has transformed from decades of stagnant investment to economic vibrancy with over \$600,000,000 in investments since adopting the plan less than 5 years ago. I plan to meet with their City Administrator while at this falls city manager conference to learn more.
- 3) **Livability.com** – <https://livability.com/best-places> Top 100 Most **Livable Cities**. Billings ranks #24; #1 Boise, ID; #2 Raleigh, NC; #3 Madison, WI; #4 Iowa City, IA; #5 Rochester, MN, #7 Sioux Falls, SD; #11 Fargo, ND, #15 Bismarck, ND.
- 4) **Aspirational/Peer Cities list** - see the enclosed document titles DRAFT Aspirational/Peer Cities List that I handed out Monday evening. Ideally, the list should be 10 or less. I appreciate your feedback. We are gathering public safety data from each of the communities, to better understand, how Billings stacks up.

- 5) **Opportunity Zone Workshops** – Yesterday Kevin, Wyeth and I attended a workshop on how Opportunity Zones work and can help spur redevelopment. Billings' Opportunity Zone also ties into our downtown redevelopment plans.
- 6) **Quarterly Reports** – Police and Fire quarterly reports are attached. The remaining quarterly reports will be send out next week.

7) Next Week's Meetings/Task Forces/Presentations etc.

- a. Heights Task Force, Tuesday, July 23rd 7:00 PM Oasis – 543 Aronson.
- b. Southwest Corridor Task Force, Thursday, July 25th 7:00 PM Moose Lodge – 121 Calhoun Lane.

Have a great weekend; Kevin will be in charge while I'm out of town.

Thanks!

DRAFT Aspirational/Peer Cities list - Billings, Montana

July 15, 2019

Why identify a list of peer cities? How does Billings' quality of life compare to similarly sized communities? How strong is our economy, security and sense of place? How are we doing to retain and recruit students, entrepreneurs and citizens to proactively lead Billings for a vibrant future? How does Billings stack-up against our competition? Analyzing data from the following cities will help us answer these questions.

Please review the list of potential communities and let me know what you think.

<u>Aspirational/Peer Cities</u>	<u>Cuts from the list</u>
1) Fargo, ND pop. 110,000 metro 245,000	1) Cheyenne, WY pop 64,000 metro 99,000
2) Sioux Falls, SD pop. 177,000 metro 266,000	2) Casper WY, pop. 58,000 metro 82,000
3) Pueblo, CO pop. 111,000 metro 160,000	3) Bismark, ND pop. 73,000 metro 133,000
4) Fort Collins, CO pop. 165,000 metro 310,000	4) Rapid City, SD pop. 74,000 metro 149,000
5) Boise, ID pop. 226,000 metro 710,000	5) Idaho Falls, ID pop. 60,000 metro 133,000
6) Bend, OR pop. 95,000 metro 166,000	6) Greeley, CO pop. 105,000 metro 295,000
7) Eugene, OR pop. 169,000 metro 375,000	7) Grand Junction, CO pop. 62,500 metro 147,000
8) Rochester, MN pop. 116,000 metro 218,000	8) Grand Rapids, MI pop. 199,000 metro M
9) Missoula, MT pop. 70,000 metro 119,000	9) Flagstaff, AZ pop. 72,000 metro 139,000
10) Billings MT pop 110,000 metro 172,000	10) Great Falls, MT pop. 59,000 metro 82,000
	11) Bozeman, MT pop. 47,000 metro 111,000

Billings Police Department Numbers April 1-June 30, 2019, with 2018 comparison

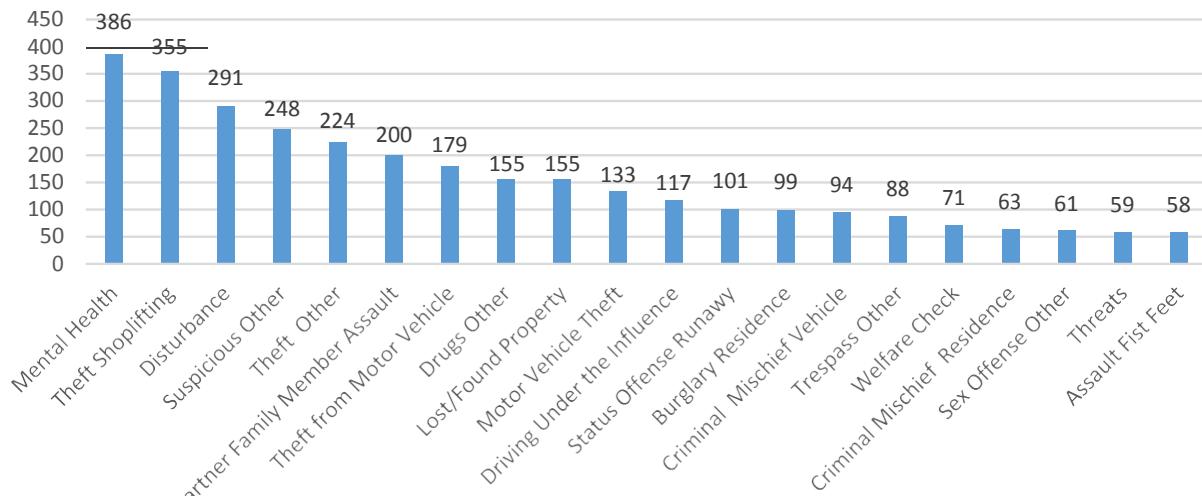
Category	2019	2018
Calls For Service	24,797	24,373
Cases	4,648	4,783
Arrests - Adult	3,460	2,681
Arrests - Juvenile	277	212
Accidents	638	635
Citations	7,570	7,569

Citations	2019	2018
Animal Warnings	92	114
City Ordinance	95	124
Municipal Infractions	1,124	1,038
MAAP	236	215
Traffic, Moving & Non-Moving	1,206	1,048
Warnings	2,485	2,328
Criminal	17	20
TOTAL	5,255	4,887

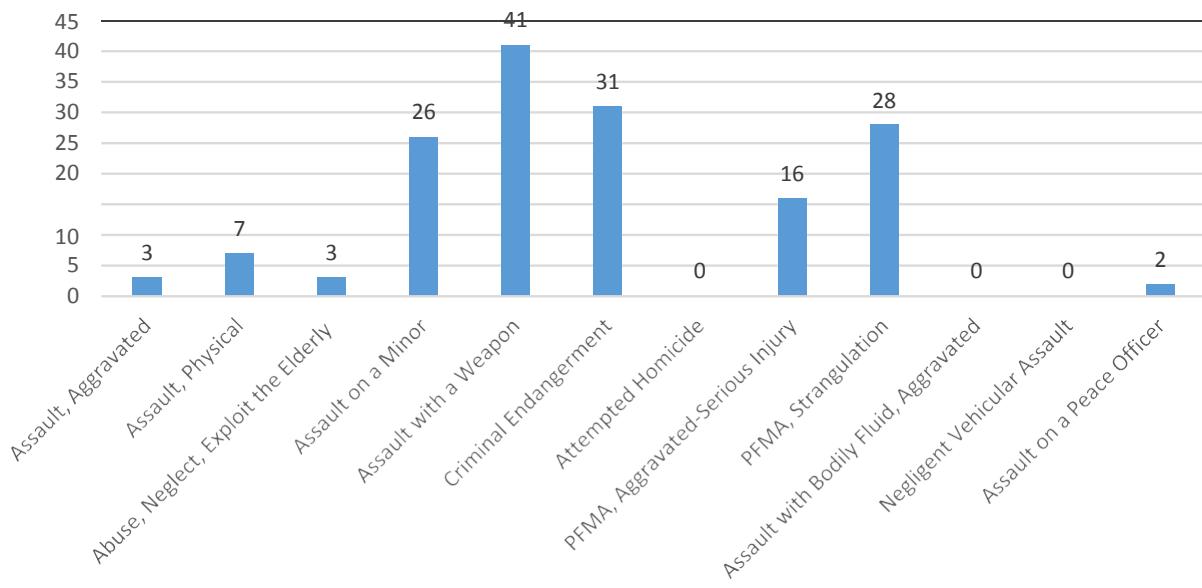
Violent Crimes	2019	2018
Homicide	3	3
Robbery	28	20
Forcible Rape	22	20
Aggravated Assault	157	125

Property Crimes	2019	2018
Burglary	137	194
Larceny	943	1,081
Motor Vehicle Theft	135	174
Arson	4	8* 4 vehicle fires 6-13-19

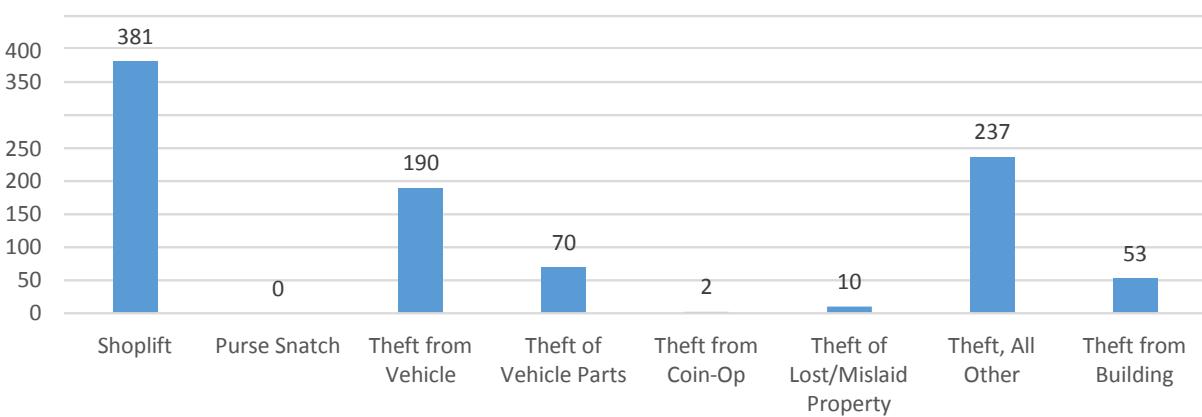
Top 20 Incident Types



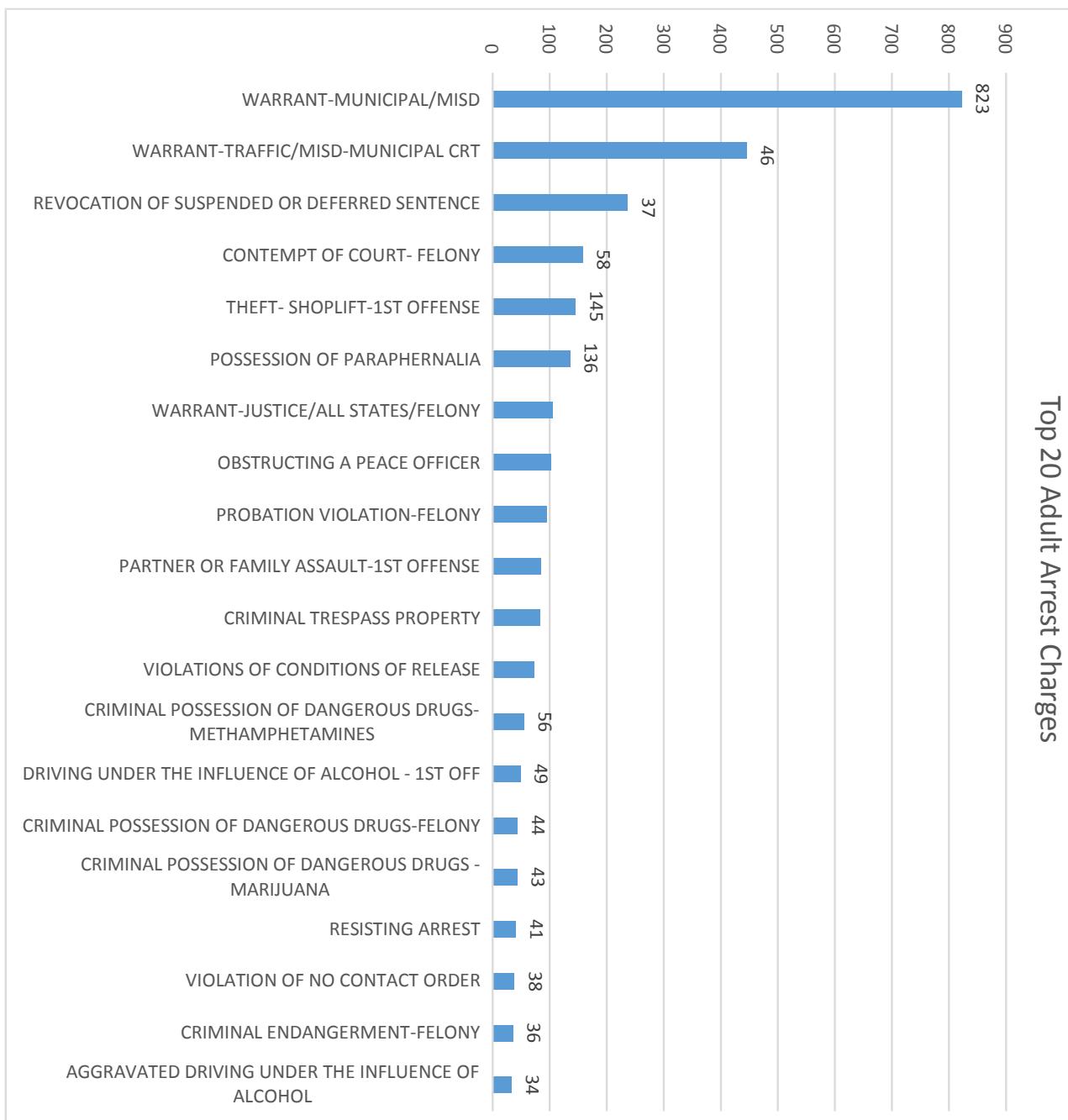
Aggravated Assauls



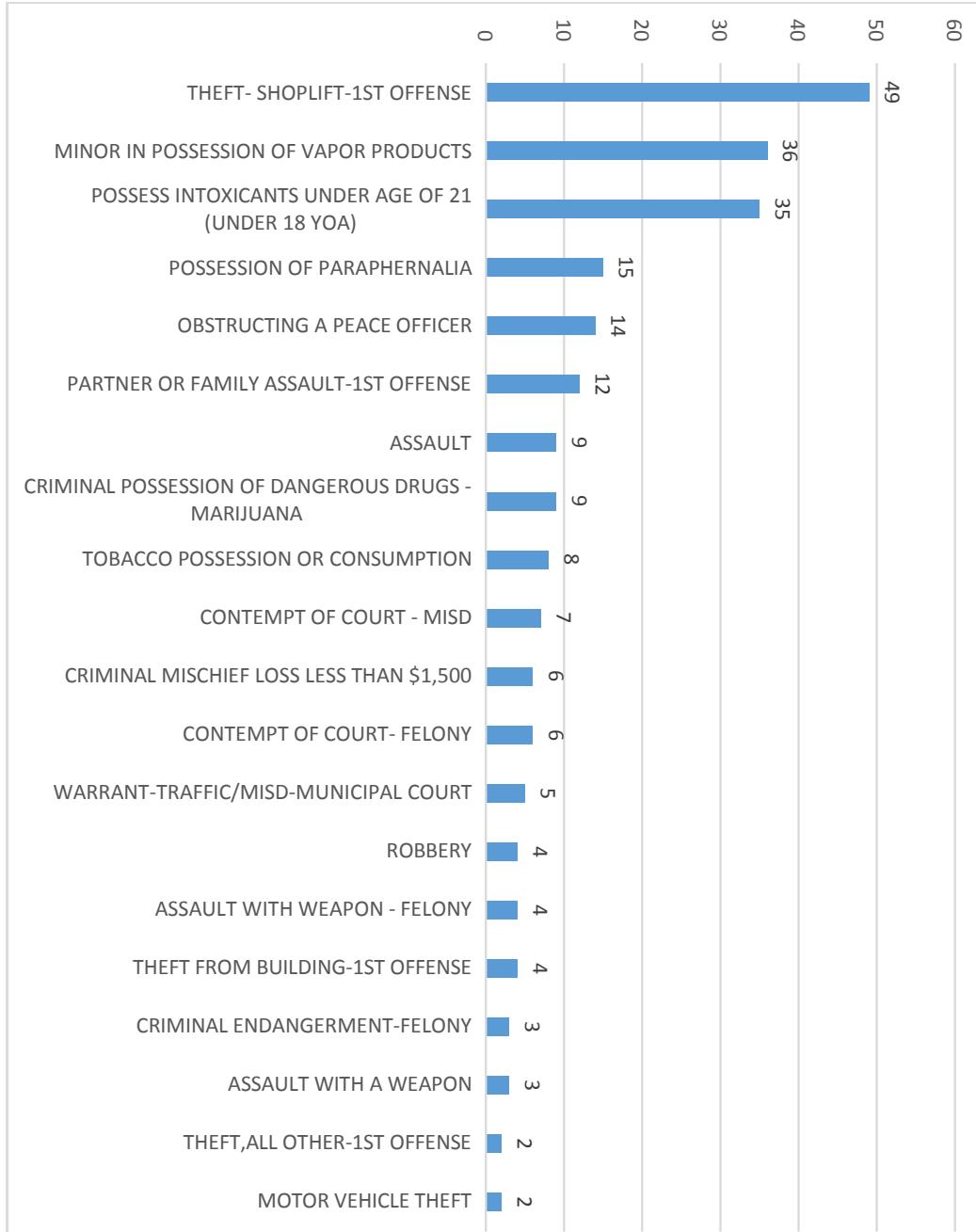
Larceny Offenses



Top 20 Adult Arrest Charges

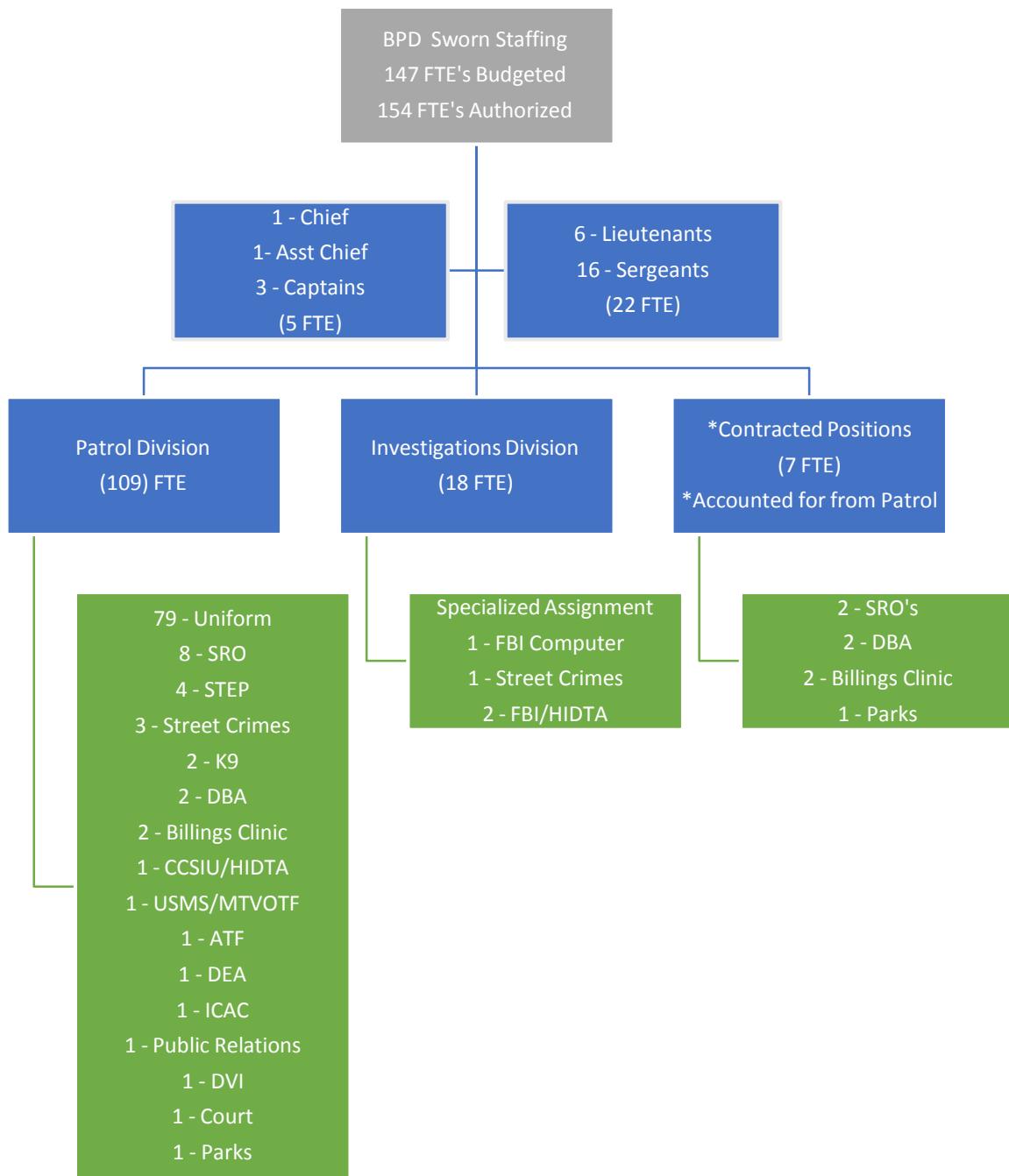


Top 20 Juvenile Arrest Charges



<u>Office of Professional Standards</u>	April - June 2019	April	May	June	
Citizen Complaints - Class I		2	1	1	
Citizen Complaints - Class II		4	5	4	
Department Initiated - Class I		1	1	0	
Department Initiated - Class II		7	12	5	
Totals		14	19	10	43
Complaint Classification	Citizen Class I	Citizen Class II	Dept Class I	Dept Class II	
Conduct Unbecoming		1	1	3	
Constitutional Rights Violation	1				
Criminal Conduct	1				
Demeanor/Rudeness		7		2	
Driving Violation		1		9	
Duty Performance		4		10	
Use of Force	2		1		
Failure to Report					
Failure to Take Action					
Totals	4	13	2	24	43
Complaint Dispositions					
Exonerated - Proper Conduct	1	2	1	6	
Exonerated - Training Deficiency			1		
Exonerated - Policy Failure					
Sustained - Improper Conduct	1	2	1	14	
Not Sustained - Insufficient Evidence	2	1			
Unfounded		6		3	
Resolved with Complainant		1		1	
Totals	4	12	3	24	43

BPD Staffing FTEs Organizational Chart



BILLINGS FIRE DEPARTMENT

July 2019 Quarterly Report

Mr. Kukulski,

I have included the July 2019 Quarterly Report for your review. As this is the first quarterly report for the BFD, I would greatly appreciate any comments on formatting, content, etc. My goal is to produce a consistent, informative report for you as requested.

Respectfully,

Bill

Administration

- Worked cooperatively with City Administration and Mayor/Council in making budget reductions and subsequently, City Council approval of FY20 Budget.
- Retirement of Captain Terry O'Toole. Corey Trehella promoted to Captain. Steve Noe promoted to Engineer.
- SBR process secured an administrative support I position that will split time between the 911 Center and our Fire Prevention Bureau and a full-time 911 Center Asst. Manager.
- Budget process should allow addressing of deferred maintenance on some fire stations.
- Successful implementation of computerized CrewSense scheduling system. This will move the BFD closer to all digital scheduling, callback, extra shifts and eventually payroll. Paper process should be terminated with one year.
- Successful MOU renewals with Dept. of Natural Resources and Conservation (DNRC).
- Successfully launched new annual evaluation process that is now computer based.
- Launched computerized CheckIt program for equipment inventory and fuel inventory. Paper process has been terminated and now digital.
- Completed Montana Firefighter's Testing Consortium. Received 52 applications.
- Began planning process for probable Public Safety Levy.
- Continue to collaborate with IAFF Local #521 on community projects.
- Reviewed and updated job descriptions for submittal to Human Resources.
- As time allowed, continued working on updating policies and standard operating guidelines. Note: Most are currently dated in the late 1990s and early 2000s.
- Traveled to Pierce Fire Mfg. to approve engineering documents on two new fire engines.

City / County 9-1-1 Center

- Completed CodeRed alerting training for all 9-1-1 employees and began process of building pre-canned alerting scenarios for predictable events.
- Participated in MSUB active shooter and Airport disaster exercises.
- Established City of Billings/Yellowstone County committee to review options for radio upgrades and system replacement.
- Updated ProQA software (Emergency Medical Dispatch program) and provided training to all quality assurance agents and employees.
- Continue working on recruitment and retention of 9-1-1 Dispatchers.
- Upgrades and maintenance on 9-1-1 repeaters.
- Challenged with managing 9-1-1 facility with 9-1-1 administration and dispatchers.
- Continued increase in all Calls for Service.

Fire Prevention / Investigations Bureau (FPB)

- 72 building plan reviews
- 36 fire protection system reviews
- 207 inspections completed by FPB
- 14 fire origin and cause investigations
- 10 smoke alarm installations in homes (22 smoke alarms and 10 carbon monoxide alarms installed)
- 19 fire safety station tours and in-fields
- 8 fire safety presentations
- 4 Knox Box installations
- 1 juvenile fire setter education/consultation
- Numerous meetings for subdivisions, master site plans, and pre-application meetings for large projects.
- Staff attended the National Fire Academy for training (Fire Investigation Class and Juvenile Fire Setter Class)
- Deputy Fire Marshal (DFM) Jaime Fender and Assistant Fire Marshal (AFM) Bill Tatum became Certified Fire Investigators through the IAAI.

Operations

The Billings Fire Department Operations Division has been kept busy with a variety of calls throughout this late winter, spring and early summer. We have experienced a well above average number of responses to Structure Fires, Technical Rescues, and traumatic motor vehicle accidents. Crews continue to handle these calls with the utmost level of service delivery.

The department has also been busy keeping up on their skills. The Training Division has been staying busy with managing on-duty training, planning for upcoming trainings / special events, managing the EMS operations in the department, and managing all of the equipment that is used daily in the suppression division. While supporting daily operations is our number one priority, we always have special programs running around the normal operations of the day. The following is a recent review of scheduled training and programs that have been completed:

- During the month of *January*, the organization put significant hours into training the middle management of the department. This was accomplished by hosting a National Fire Academy Leadership I, II, III course for our battalion chiefs and hi-c battalion chiefs. The week following we conducted a battalion chief development course to train the captains that would be interested in swinging up into the position of battalion chief on department specific operations. This program included more training on incident command, media relations, policy, standard operating guidelines and presentations from the students on department operations. A refresher course was conducted on ice rescue operations.



- EMS recertification and hazardous materials operations. Each of the courses help to fulfill the mandatory national requirements for the National Registry of EMT's and the Federal OSHA regulations 1910.120 for first responder hazmat operations. We also conducted the first quarter Hazmat Team Training. This gives the full team the opportunity to come together as one team, which provides consistency of training. While the team is together, we train together on best practices, and learning about new updates to equipment or plans.

- Make-up class for ice rescue ops, which caught any member that had not been able to attend the previous course.
- As usual, the most taxing time of the year was the kick-off of the firefighter recruit academy of 2019. Every 12-week academy that we run brings all new firefighters hired by the City up to national NFPA 1001 Standards for Firefighter 1. During the academy, candidates receive training in rope rescue operations, hazardous materials operations, emergency medical skills, wildland firefighting, vehicle extrication, as well as, all structural firefighting operations.

Once candidates complete the 12-week academy, they are tested on their new skills and assigned to a shift where their hands-on training is continued until the end of their probation.



Throughout the 12-week academy, the academy cadre is supplemented by on-shift personnel to help with manpower / instructor needs for the efficient delivery of verbal/hands-on training. BFD graduated eight candidates along with one Lockwood Fire candidate.

- Quarterly technical rescue team training on collapse rescue was conducted. The BFD Technical Rescue Team is comprised on-shift firefighters, which have trained to an advanced level with skills in multiple disciplines. Those disciplines include; high-angle rope rescue, vehicle extrication, swift water rescue, including the operations of rescue watercraft, collapse rescue (structural & trench rescue), and confined space rescue.



The quarterly trainings are designed, much like the hazmat team trainings, to provide consistency to our operations and the efficient sharing of all information inside the team.

- Recruit training continued through the quarter with occasional help from the on-shift firefighters. Suppression firefighters (on-shift), also conducted training on collapse rescue at the operations level.
- Live fire training was conducted for the recruit academy, which the on-duty crews assisted with as well.
- Daily we are hearing about first responders that are injured or killed during operations at motor vehicle accidents. To address this issue, training was provided by the fire service training school on *Traffic Incident Management Systems (TIMS)*, in hopes to provide information for our firefighters to use during these risky incidents.
- The following week, we conducted training with the Help Flight crew from St. Vincent's Hospital on emergency operations involving helicopter transport. During this training, discussions and hands-on sessions covered, safety issues when working around the helicopter, how to package and load patients into the helicopter, creating landing zones, and communication with the helicopter.



- The department transitioned into the annual wildland refresher training that is required by the *National Wildfire Coordinating Group (NWCG)*. During this training, firefighters revisited the *10 standard fire orders & 18 watch-out situations*, BFD wildland Standard Operating Guideline review, wildland fire behavior, fire shelter deployment, and the work rate pack test.
- Hands-on training was conducted for the set-up of decontamination equipment involving hazardous materials operations. BFD also hosted the second quarterly training for the tech rescue team, covering *technician level skills* for rope rescue, which was followed by 3 days of operations level refresher training for rope rescue.



- The month concluded with training on human trafficking. This training was an excellent example of interagency cooperation between the BFD and the FBI / Yellowstone County Human Trafficking Task Force.

The Billings Fire Department Regional Haz-Mat team has also been very active in the recent months:

- During the second quarter of 2019, the Billings Fire Department's Regional Hazmat Team responded to a major fuel leak from a tanker and assisted with mutual aid in Lockwood by performing containment, and plugging and patching operations following an explosion at an industrial site that resulted in two serious injuries to civilians.
- The hazmat team also conducted its quarterly training on plugging and patching, the identification of unknown substances, and air monitoring techniques.
- Additionally, the hazmat team took possession of a \$75,000 FTIR-type unknown chemical analyzer to replace our outdated and aged unit. This analyzer was purchased with federal grant money secured by the Billings Fire Department in conjunction with the Montana Regional Hazmat Teams. The hazmat team also increased its capacity to monitor environmental safety by acquiring wireless remote gas detectors, which monitor air quality remotely at scenes where there is the potential for dangerous gases or vapors to be present.
- The fire department's hazmat team remains ready to respond to industrial or transportation incidents involving hazardous materials as well as intentional acts involving these products.

The operations division continues to see an upward trend in Calls for Service. In addition, the BFD is noticing that the severity of incidents is increasing as well. Most notably, motor vehicle extrications, Rims rescue incidents and structure fires are increasing.

