



# First and Field Responders Working Group (FFRWG)

## Highlights FFRWG Teleconference October 21, 2009, 3:00 p.m. EDT

### Participants:

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Chuck Fauerbach (Co-chair)  
John Gamby  
Davey Matthews  
Dave McClard

Eugene McPeek  
Dennis Urban  
Gurney Wiggins (Co-chair)  
Bill Wolf

It was noted that there was a conflicting working group conference call which may have precluded some members from attending.

### Charter Comments

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No wording changes were suggested to the draft charter document. The co-chair stated that the activities and discussion points mentioned in the charter would be phased in and expanded upon over the next several years.

### SharePoint

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There was consensus that a SharePoint site is needed and could be used primarily as a repository for policy and procedure documents intended to be shared across all sites. Concern was expressed about the security of Official Use Only (OUO) documents uploaded to the site. Site access procedures into SharePoint need to be reviewed by various sites like SNL to ensure compliance prior to posting OUPU materials. Currently, the only protection on a SharePoint site is that each member is passworded into the site.

It was suggested that categories of documents be established much like a table of contents (TOC) and that a one-page description of the document with contact information to request the document would be posted. Potential documents of interest across all sites would include Standard and Emergency Operating Procedures, Memos of Understanding, mutual aid agreements, etc. A TOC by function could be established. Possible categories or folder titles would include:

- Hazardous Materials (includes associated training materials)
- Technical Rescue (includes associated training materials)
- EMS (includes associated training materials)
- Incident Command
- EOC Operations (includes associated training materials)
- Firefighting and Wildland Firefighting (includes associated training materials)
- Radiological

## *Action Items*

- Co-chairs will work on document folder titles and categories.
- Dennis Urban (ORISE) will begin establishment of the SharePoint site and report to the co-chairs on the time frame for setup.

## **Discussion of Possible Presentations for 2010 Meeting:**

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The WG decided on a full day (eight-hour time block) Monday Workshop (May 3, 2010) prior to the start of the EMI SIG Annual Meeting. This request will be reported to the Steering Committee by Davey Matthews.

Suggested presentation topics and demonstrations centered on the use of technology in response activities by field and first responders. Topics suggested included:

- Y-12 Fire Department preplan software system
- Pre-fire (emergency) planning tools and activities at all sites
- NTS F&R Haz-Master G-3 software
- Incident Command (per NIMS) and use of emergency action levels by the IC during field response activities.
- Radio interoperability with local off-site agencies

An additional discussion topic focused on a Radiological response from the Duty Manager, fire dispatcher, IC and IH response, and the use of a field responders Cat/class condensed EPHA EAL document formatted similar to the Emergency Response Guidebook.

Chief Fauerbach suggested that a WG focus should be on standardization of response techniques, equipment, etc., across all sites and that the presentations would begin this effort.

Additional comments considered whether the presentation topics mentioned would be more appropriate for the general EMI SIG membership or for the WG. Some topics proposed for the full membership may be referred to the WG as a more appropriate forum.

## *Action Items*

- Chief Wiggins will contact Y-12 and Pantex to discuss presentation
- Co-chairs suggested participants e-mail other ideas to them so that presentation topics can be decided upon at the next conference call meeting.
- Participants should contact other sites to encourage their counterparts to attend.

## **Open Discussion**

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Comments were made concerning radio interoperability issues; specifically how is each site addressing and sharing information. This is linked to an upcoming Defense Nuclear Facility Safety Board inspection at the SRS. The topic is noted above as a possible presentation at the WG workshop.



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### Next FFRWG Teleconference

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The next teleconference is scheduled for Thursday, December 3, 2009, 3:00 p.m. EST.

#### *Action Item*

- Dennis Urban will arrange the call.

### Adjournment

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The teleconference was adjourned at approximately 3:55 p.m. EDT.