



First and Field Responders Subcommittee (FFRSC)

Highlights FFRSC Teleconference July 26, 2012, 3:00 p.m. EDT

Participants

Brenda Anderson, LANL
Mike Brock, B&W Pantex
Dennis Cavalier, SNL
Portia Drost, ORISE
Chuck Fauerbach, NNSS
Bill Froh, DOE/NNSA
John Gamby, NST
Scott Hackler, B&W Y-12
Jason Hatfield, Y-12 EMS
Bill Ho-Gland, B&W Pantex

Shannon Lanier, B&W Pantex
Jeff Leifel, ORISE
Larry Lewis, ORNL FD
Eugene McPeek, SNL
Theodore Nee, SNL
Nickie Panis, WSI-NV
Craig Patterson, ANL FD
June Pauley, DOE/NNSA
Rick Romero, SNL
Rob Still, SRNS

General Information

- A roll call of the participants was taken and Scott Hackler chaired the meeting.
- The meeting opened with an announcement regarding audio recording. The meetings are recorded solely for note taking accuracy. There were no objections by the participants. The recordings are destroyed when Highlights are approved. Using this approach, DOE is allowing the recording of these teleconferences.

Old Business

Review Leadership Call Highlights of July 3, 2012 – Scott Hackler

This was a leadership update meeting July 3. We confirmed our team members for the 7 Task Groups.....we still need some more information for some of them.

We talked a lot about SharePoint.....we're going to put just about everything on SP so those of you who do not have a current password need to get with Jeff to make arrangements to have one. The phone number for our conference calls will be posted on SP and will always be the same. Remember your password will need to be updated every six months. You should receive an email reminder, but you might want to make a mental note.



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We talked a about the possibility of having a Mid-Year meeting....this was briefly discussed in Seattle and we'll get back to that subject at the next meeting.

There were no additions or changes to the Leadership Highlights.

Open Discussion

SharePoint Updates – Jeff Leifel

On our SP site under “Documents” is an area called the Task (Working) Groups within which there is one folder for each one of the groups we have identified....BNA, EMS, FIRE, HAZMAT, ICS, RADCON, and TECH Rescue 1670. In these folders we will store agendas, highlights, or any documents that are generated out of these Task Groups. There will be templates for these documents posted as well.

Project Plan – Team Assignments – Scott Hackler

On the SP site the Project/Program Plan is posted with the team assignments along with team lead assignments....ICS, Scott Hackler; FIRE, John Gamby; EMS, Rob Still; HAZMAT, Chris Mullaney; RADCON, Unassigned; TECH Rescue, Roger Paul; and BNA, Eugene McPeek. Three of the members from these teams, Brenda Anderson, Roger Paul, and Chuck LaSalla, are also on the Training Subcommittee. As one of the activities in Phase I is to make sure that we are not doubling up on what the Training Subcommittee is doing, they will be assigned this task as well. In addition to the Task Groups a member of the Leadership Group has been assigned as a sponsor for each Group to help mentor and keep things consistent....ICS, EMS, RADCON – Hackler and BNA, FIRE, HAZMAT, TECH Rescue – Eugene McPeek.

The Project/Program Plan is set up in three phases....the first phase that we're in right now is FY12 Data Collection. Since it has some aggressive schedule dates on it, we want to make sure everybody is reading and understanding what those are, and I'll explain why I put those dates in. The first piece is the Survey Activities...looking at the different topical areas for the team... there are some explanations on what we want the survey to cover. I'm giving you a fair amount of latitude there so you can tailor the survey the way you want. The one that Eugene has posted, which is the Baseline Survey, is a boilerplate to build from. We would like for you to use some of that same information and build from it. The end date for having that survey done is the end of August, which should give us time to take the results from the survey and prepare some plans to use in preparation for a Mid-Year meeting. Based on typical budgets and schedules, if we could get that meeting set up October-November, we'd have a better chance of being able to have that additional meeting along with the regular SIG meeting in May. We also will have a conference call meeting with the team leads to build the survey so



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it is only sent out once. That puts the third activity in this phase as getting the surveys together and getting the recommended actions to lead into a later meeting which would be September 28.

Phase II is Program Development and that's where we're starting to piece this Project/Program together and see what parts we've got....everything should go back to supporting the Three Goals. As each of these teams works on the survey, they're going to be making contact with new people and new departments. We would like to ask that you capture that contact information not only for yourself to use again, but eventually for us to be able to post some topical areas on the SP and use the site as a "who to call" reference if people needed assistance in these areas. Teams will probably need to have their own conference call meetings, so contact Jeff so he can advise you of the number to use.

Mid-Year Workshop – OCT-NOV?

McPeck - We need to look at and discuss the type 4 and 5 training that is done.....there's some online training....it's a 50-hour course with 3 days of practicals, and at the end they are qualified as a Type 4 blue card Incident Commander. Ted Nee is going to get trained as a Train the Trainer and be able to certify in September. He's doing it for our program and the local community here in Albuquerque and hopefully extending it out to the state. Hackler – If we had that training associated with the Mid-Year meeting would that help in the justification for the travel? Discussion followed. There may be some cuts in training and travel for FY13. It was suggested that at the September meeting there be a decision made on whether or not there will be a Mid-Year meeting, which will affect when the training could be done in block. Then there is the question of the SIG meeting in May.....maybe we will hear more about the possibility of the SIG meeting merging with the Fire Protection conference by our next conference call.

Hackler - We need to have site POCs who will ensure site representation at each FFRSC meeting. ORNL – Mike Masters; SNL – Eugene McPeck; NNSS/NST – Chuck Fauerbach; LANL – Brenda Anderson; SRNS – Rob Still; B&W Pantex – Mike Brock; BNL – Chuck LaSalla; DOE HQ – Bill Froh; ANL –?; Hanford - ?; Idaho - ?

Action Items

- Contact Jeff for SharePoint passwords or if you are having a problems getting into the SP site.
- Post templates for Task Group agendas and Highlights.
- Check to see if there is any more information on the scheduling of the May meeting.



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- Complete the list of site POCs for FFRSC monthly conference calls.
- Complete information missing on Task Group team members.
- What is status of the survey?

Wrap-up

- Next Leadership Meeting is scheduled for August 2, 2012 3:00 pm EDT, noon PDT. This meeting will also include Task Group Leads.
- The next conference call is scheduled for Thursday, August 30, 2012, 3:00 pm EDT, noon PDT.
 - Conference Call In: 866-763-0865
 - Participant Code: 4980583

The teleconference was concluded at 3:46 pm