



Highlights
FFRWG Teleconference
March 22, 2012; 3:00 p.m., EDT

Participants

Brenda Anderson, LANL
Mike Brock, B&W Pantex
Bob Burger, SNL
Dennis Cavalier, SNL/NM
Scott Copper, DOE/NNSA
Chuck Fauerbach, NNSS
Bill Froh, DOE/NNSA
Justin Goehring, Y-12
Justin Grider, LAFD

Scott Hackler, B&W, Y-12
Jeff Leifel, ORISE
Larry Lewis, ORNLFD
Mike Masters, ORNL
Divida Matthews, NST
Roger Paul, Y-12 EM
June Pauley, DOE/NNSA
Mark Short, LLNL
Rob Still, SRNS

General Information

- A roll call of the participants was taken and Chuck Fauerbach 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.
- **FFRWG membership directory** is available on the EMI SIG website:
<https://www2.ornl.gov/EMISIG/Members.aspx?GroupID=24>

Old Business

- Chuck Fauerbach made a motion that the Highlights of the February 23, 2012 WG meeting be approved, Scott Hackler seconded the motion, and the Highlights were approved for posting.

More Planning Discussion for WG Annual Meeting

The main topic of the teleconference was discussion of the highlights of the WG Leadership Teleconference of Monday, March 19. During that meeting, Chuck, Scott, and Jeff basically laid out the previously discussed agenda for the WG meeting on Monday, May 14, so they could produce a timeline and an agenda to send to Dorothy by the next day.

Monday morning will start off at 7:00A with a 15-minute intro, after which any materials needed for the day can be distributed. Then maybe a Q&A period on where the WG is heading, and start the presentations at 7:30A.

Refer to the Leadership Teleconference Highlights for more detailed information on these presentations.

1. **7:30-8:00A - Lisa Gilbreth, B&W Pantex**, regarding Pantex's Emergency Radiation Treatment Facility and their partnering with the Veterans Administration for treatment of contaminated injured personnel.
2. **8-8:45A Dennis Cavalier & Eugene McPeek**, on SNL's active shooter process which will cover the Active Shooter SOP and mutual aid responders including the FBI. **Mark Short** will also contribute to this presentation regarding LLNL's Bio-safety III and IV facilities.
3. **8:45-9:15A Roger Paul, Y-12**, Incident Command During Security Events

During the 7-7:30A Jeff will work with the presenters regarding their AV needs during their presentations. After the three presentations, we will take a Break.

Site Status Briefings – As a lead into our Panel Discussions and Round Table, we will do site status briefings asking each site rep who is there to give a 10-15 min briefing on current status of their site's emergency programs, current events, and any challenges experienced this last year. If you have more than one person from your site attending, please pick one person for this briefing. No formal write-ups will need to be submitted in advance. If you have slides, bring them on a flash drive and we can post them on the SharePoint drive so those attending the meeting via the teleconference will be able to see them.

Depending on how long the briefings take, we can either take a brief break or just transition on to the Panel Discussions....we will probably need a full half day for this....Chuck will work out a start and a finish time and work out the times needed for each of the briefings.

Rob Still suggested we add these topics for discussion Managing Fitness in the Aging Departments and seismic events – SRNS did a "beyond design basis" scenario this year for their annual practice exercise.

Election for Group Leadership - Prior to the SIG meeting, we need to have emails from the FFRWG members containing nominees....please make sure the nominees know that they have been nominated. Monday morning the ballots will be handed out....just drop them in the box and they'll be counted later. This year, Scott, the current Vice Chair, will move up to the Chair position and a new Vice Chair will be elected.

At this point we will break for lunch, if we haven't already. Jeff will find out if there are any special arrangements that have been made and, if so, what time we will need to break.

Incident Command Working Session - We'll bring in materials, roll up our sleeves, and pour through standards and lots of information to try to figure out how to establish a DOE-specific Incident Management Team Concept, i.e., if a local or regional event occurs where the DOE site is impacted and the mutual aid responders are tied up elsewhere, another site could send in an IMT to assist and maintain operation at the site. After we have the product, we will take it to HQ for their opinion on it and if they would support it. If we don't finish the working session by 5:30P, when we have been asked to adjourn, we can have a couple of hours the next morning, before the conference starts, to hopefully finish up....we may have to use another room. As part of that effort, we are going to look at the credentialing process and the commonalities and differences at the sites that Scott and Mike looked at. Bob Burger of the Training Subcommittee said that they would be very interested in the results of

the meeting with HQ regarding the product. Brenda Anderson, who is also a member of the Training Subcommittee, said she will keep them up to date.

General Discussion

- Regarding the FFRWG flyer, people have contributed much appreciated photographs that are being reviewed, some of which will be incorporated both into the display board and the flyer itself. Let us know if anyone has any additional ideas on the flyer.
- As stated in the Leadership Highlights, Jeff received the info on the VTC options which are cost prohibitive and could top \$5-\$8K. He suggested that a traditional conference call (voice line) be set up and use the SharePoint site to post any supporting materials the presenters might want to show. If the presenters haven't already posted their materials by meeting time, if they will bring them on a flash drive, Jeff will post them before the presentations. Posting the materials on the SharePoint site is also good for any of the presenters who will be doing their presentation via the conference call. They should contact Jeff if they need any help with that.
- Display Booth Update – Scott stated that they have received ample coverage on a good spread of topics on the SharePoint site ...there is certainly enough to operate with in the areas that we want to work with. Chuck added that 'who we are and what we are doing' should also be up on the panel. Does anyone else have any ideas about what we can do with that table? Scott suggested there could be a collection point for business cards. Chuck and Scott also mentioned that maybe we need to discuss a schedule for booth coverage.

Chuck will produce the timeline and get it to Jeff and Dorothy by tomorrow. If anybody has any other ideas let us know today...maybe we can squeeze something else in later....but we already have a pretty packed agenda.

Important EMI SIG Annual Meeting dates to remember:

- April 13, 2012 – Annual Meeting registration closes.
- April 23, 2012 – Deadline to make hotel reservations at the government per diem group rate.
- April 27, 2012 – Deadline to receive refund for cancellation of attendance.
- May 3, 2012 – Deadline to register for the IAEM CEM/AEM Prep Course and Exam at the EMI SIG Annual Meeting.
- May 14, 2012 – FFRWG Annual Workshop. Connection information for remote attendees will be sent at a later date.



First and Field Responders Working Group (FFRWG)

Action Items

- If anyone has any additional ideas on the flyer, what should go on the table, or the booth setup, please contact Chuck, Scott, and/or Jeff.
- Any questions regarding posting materials on the SharePoint site for the presentations or the Panel Discussions, contact Jeff.
- Jeff will find out if there are any special arrangements that have been made for lunch.
- Chuck will produce the timeline and get it to Jeff and Dorothy by tomorrow. Update – Has Scott heard back from their photography group on legalities surrounding pictures for the display.

Wrap-up

- The next conference call is scheduled for Thursday, April 19, 2012, 3:00 pm EDT, noon PDT.
 - Conference Call In: 866-763-0865
 - Participant Code: 4980583
- The teleconference was concluded at 3:45 pm EST.