



First and Field Responders Subcommittee (FFRSC)

Highlights FFRSC Teleconference September 27, 2012, 3:00 p.m. EDT

Participants

Brenda Anderson, LANL
Dennis Cavalier, SNL
Portia Drost, ORISE
Chuck LaSalla, BNL
Jeff Leifel, ORISE

Lance Lougee, SLAC
Eric Loy, ORNL
Roger Paul, B&W Y-12
Ricardo Paz, SNLEM
Dann Ward, SNL

Welcome and Roll Call

- In Scott's and Eugene's absence, Jeff Leifel led the meeting. A roll call of the participants was taken.
- 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.

Open Discussion

Jeff inquired if there were any comments or questions regarding the August 30 Highlights; there were none.

Jeff asked if anyone was have problems accessing the SharePoint site....to which there was no response.

There were a few people on the list for the task groups for whom Jeff had no contact information. Some of those present were able to help him with most of the missing information.

Initial meetings of the team groups.....the Team Sponsors will have an initial call with each of their groups and thereafter, the groups themselves can establish their own timelines for schedules and calls, etc. As the teams schedule their first meetings, note that Jeff has provided folders on the SP site for each of the teams which includes templates for the meeting Agenda



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and the Highlights which should capture items the team is covering and working on. As time progresses, all will be able to look through the different folders to get an idea what everybody is working on.

Lance Lougee, SLAC, remarked that he has observed that the members of this FFRSC group from different sites have been networking well together, sharing documents, as well as tapping into mutually difficult problems and offering assistance to one another. He suggested that it might be beneficial during these meetings to have a regular "round robin" so anyone on the call could share with the group any pressing issues that the group might be interested in. The group agreed that this was a good idea.

Ricardo Paz, SNLEM, brought up the issue that when an emergency event happens across a state line...what is the EMT/EMS allowed to do to assist? Ricardo and Lance went on to have a further discussion on this. Ricardo has subsequently sent out an email to the FFRSC ListServe containing more specific information on this issue to share with the group.

An inquiry was made regarding the status of the 2013 SIG meeting. Currently this issue is still in limbo; however, people are still going ahead with travel authorizations.

Action Items

- Contact Jeff for SharePoint passwords or if you are having a problems getting into the SP site.
- 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?
- Eugene will send out the format for the Team implementation plan which will also be posted on SP.
- Jeff – Alert notice from SP that new item has been posted.
- Establish a consistency in terminology to be used during the ICS Program Plan process – Team v Task Group or vice versa.....title all forms and documents and use the same titles consistently both verbally and in writing.

Wrap-up

- Due to scheduling difficulties, the next FFRSC Meeting is yet to be determined. Everyone will be contacted when a date and time are available.
 - The teleconference was concluded at 3:20 pm.