



**Highlights
TS Workshop
May 2, 2011, 8:00 a.m. EDT**

Attendees

Steven Arnold, Wastren-EnergX Mission Support	Teri Lachman, Unwin Company
Atencio, Amparo, ORISE	Teresa Lawlor, B&W Y-12
Robert Burger, SNL	Stephen Lockett, NA-41
Diana de la Rosa, SNL	David McKay, EOTA
Marie Dunkle, M.K. Dunkle Consulting	Edward Miller, NA-43
Jerome Duval, ESI/WEBEOC	Laurie Mitchell, Mission Support Alliance
Paula Gray, Washington Closure Hanford	Moore, James R., NSTec
Randy Griffin, DOE HQ	Linda Murawski, MEI
Tim Kelly, BNL	Thomas Rogers, Unwin Company
Thom Kerr, ORNL	Betsy Smither, ORISE

Old Business

Words from Leadership

1. Steve Lockett and Robert Gee welcomed the TS membership on behalf of DOE and the EMI SIG Steering Committee.
2. Teresa Lawlor, BWXT Y-12, was introduced as the newly elected TS Co-Chair, replacing Thom Kerr, ORNL.

Status of Current Objectives

1. Objective 3: The document is completed and posted on the EMI SIG website. The core group has committed to keeping the document current by capturing relevant information from the sites. This objective needs to be redefined.
2. Objective 6: This group has met several times by phone and is proposing to meet face-to-face. Need to communicate with EOTA to see what training already exists.
3. Objective 7: Three documentation templates were developed:
 - To observe individuals (goal to conduct once every three years for each position in the EOC).
 - Walk-through of initial or continuing
 - Key decision makers

Explanatory instructions on how to use the templates still need to be developed.

4. Objective 8: there do not appear to be any common trends. This group concluded there are no trends to focus on.
5. Objective 9: This group selected Y-12's course on EM Conduct of Operations as a template for the new staff resources. Slides for history and a basis for the 15 program elements were added. Redundant and site-specific information still needs to be removed.

New Business

DOE Presentation

Teri Lachman and Tom Rogers, DOE, presented on Inspections and Training.

Potential 2011-2012 Objectives

1. Training across the spectrum among the Subcommittees
2. Subcommittee reps serving on other Subcommittees and reporting back on training issues
 - Be more involved with EM training initiatives
3. Develop process to ensure access to and maintenance of products across Subcommittees
4. Develop minimum standards (guides) for EM training (not standardized training)
5. Continue to share site/organization EM training courses
6. Get EOTA more involved
 - Be a conduit to feedback on their courses and development of new courses
 - Have them survey/benchmark current EM training at all sites
7. Provide a suggested list of JIC ERO training courses to the EPI Subcommittee
 - Is there a repository of these types of training course listings anywhere

Volunteer Liaisons Between TS and Subcommittees

The Training Subcommittee needs volunteer LIAISONS for the below listed EMI SIG Subcommittees and Working Groups. Liaisons will represent the Training Subcommittee on training issues and will provide the bridge between the Training Subcommittee and other EMI SIG subcommittees and working groups on training-related projects.

The following Subcommittees and Working Groups have requested a liaison. This will be discussed further during the Training Subcommittee Workshop at the EMI-SIG Meeting; however, volunteers can contact Amparo Atencio before the workshop.

- EPI Subcommittee – **Want a Liaison**
- Exercise and Drill Subcommittee – Checking with membership during EMI-SIG
- Hazard Assessment Subcommittee – Checking with membership
- CAT Subcommittee – **Want a Liaison** at the SCAPA Meetings
- Field Response Working Group – **Want a Liaison**



- Technology Working Group – No response received
- Continuity of Operations Working Group – Unknown who Chair is

Next Subcommittee Meeting

The next regularly scheduled call will be held **July 20, 2011 (3:00 p.m. EASTERN)**.