

Teams Advisory Group
Coos Bay Fire Department
450 Elrod Ave
Coos Bay, OR 97420

July 14, 2010, 9:00 AM

Minutes

Present:

Jamie Kometz, OSFM

Bruce Armstrong, OSFM

Sue Otjen, OSFM

Forrest Chambers, HM02

Dan Crutchfield, HM15

Tracy Fox, HM01

Grant Coffey, HM06

Mark Truax, HM11

Larry Burg, HM04

Brian Fish, HM08

Reed Godfrey, HM13

Shon Christenson, HM06

Kyle Romey, HM05

Scott Stanton, HM10

Introductions were made.

Minutes for the April TTAC meeting in Redmond were approved.

Radiation SOG ~ Grant Coffey, HM06

Grant was sent through Radiation Officer Training and reported the Standard Operating Guidelines as having two strong points:

- 1) terms/information details are more specific than normal and
- 2) zones are very important

Grant recommended sampling with other agencies. Anyone with more input can inform Grant and he will send updated copy to Jamie. The other recommendation was that every team needs a Safety Officer or at least a Specialist.

- Reed College teaches courses relevant to these positions and radiation incident management. Classes will be held Spring 2011 and will take a week to complete

Outreach SOG Committee ~ Jamie, OSFM

Jamie asked if anyone would be interested in signing up for this committee to create informative handouts on SOG's. Reed, Dan, Mark T., and Kyle volunteered to work on it together.

Equipment Committee Update ~ Kyle Romey, HM05

Kyle attended a Cerex Hound Monitor presentation in June. He brought a monitor to the meeting and gave a brief overview on how it works. This piece of equipment fills the capability gaps that current devices used by teams do not fill.

A grant proposal for Hound Monitors is due by June 30 of 2011.

Procurement Update ~ Bruce Armstrong, OSFM

Inventory schedule is current and all committee members received a copy at this meeting. Bruce asked all members to give him their ideas; he will be following up with each team in 30 days. He also handed out Transfer of Property Forms and one TIF for each team.

PPE: current purchase requests have been ordered and are on their way. ITX's are also on order.

Reimbursement Process ~ Jamie Kometz, OSFM

All medical exams should be billed by May 1st, 2011. Every time a team member needs training, a Training Request Form needs to be filled out and reviewed. Every time a team member attends training, a Reimbursement Form also needs to be filled out and sent. Also, all outreach requests must be approved.

Incident Billing ~ Jamie Kometz, OSFM

Only items needing replacement should be included on Incident Review reports i.e. new boots and destroyed uniforms.

Proposed Eastern Oregon Coverage Plan ~ Jamie Kometz, OSFM

Committee members received handouts, but coverage is not final decision.

Incident Review Highlights

Unanimous recommendation: invite Cindy Wyatt from OERS to a TAG meeting so she can hear suggestions and concerns regarding calling policies/procedures.

Grant Coffey ~ HM06: highly recommended that members attend a mercury class.

Introduction to HazMat Section on E-GOV ~ Jamie Kometz, OSFM

Team members have access to each other's postings and calendar events. The committee asked to keep page open to everyone and not divided by team.

Jamie will email all committee members their E-GOV username and passwords to access HazMat teams' page.

Committee members need to send her information via email on all team members who will be using the site; all users of E-GOV need approval from DAS.

Agency Update ~ Sue Otjen, OSFM

New law regarding biodiesel concentrations: this affects petroleum load fees; reimbursements may need to be allotted. Funding issue?

New Business

No new business.

Meeting adjourned at 12:30 PM.