

**Teams Advisory Group Meeting/
Teams Training Advisory Committee
Eagle Crest Resort
1522 Cline Falls Rd
Redmond, OR**

April 30, 2010, 9:00 AM

Minutes

Present:

Jamie Kometz, OSFM	Tom Gall, HM03
Steve Best, HM03	Jan Kubic, HM03
Bruce Armstrong, OSFM	Paul Hodge, HM14
Mariana Ruiz-Temple, OSFM	Scott Cowan, HM05
Forrest Chambers, HM02	Reed Godfrey, HM13
Jim Montgomery, HM02	Mark Matthews, HM05
Dan Crutchfield, HM15	Brian Fish, HM08
Scott Brainard, HM04	Wade Mathews, HM11
Casey Wilber, HM14	Shon Christensen, HM06
Tracy Fox, HM01	Jared Gammage, HM14
Glen Phillips, HM10	Sue Otjen, OSFM
Grant Coffey, HM06	

Introductions were made.

Minutes for the January TTAC & TAG meeting in Tualatin were approved.

SOG REVIEW ~

RADIATION SOG ~ GRANT COFFEY, HM06 PORTLAND

Justin Spence; DHS Radiation Protection Services, Ken Niles; Oregon Department of Energy, and Grant Coffey worked together to create Response to Radiation Incidents SOG. Grant provided a copy and overview of the proposed SOG. The committee was asked to review the SOG and provide any feedback to Grant by the end of May. OSFM will also email an electronic version of the SOG to all TTAC/TAG reps.

SOG T-022 HAZMAT BRANCH OPERATIONAL SYSTEM DESCRIPTION ~

SCOTT COWAN, HM05 LINN/BENTON

Scott presented his final review recommendation with updated terminology thought the document and removed definitions. Adding the appropriate NIMS links will be used in place of the definitions.

SOG T-014 TRAINING/TRAVEL REIMBURSEMENT~ JAMIE KOMETZ, OSFM

The committee reviewed the SOG and had no recommendations. Mariana Ruiz-Temple and Randy Simpson will have a final review and sign the updated SOG. It will be posted to OSFM's website for future reference.

SOG T-025 TRAINING/CERTIFICATION ~ JAMIE KOMETZ, OSFM & REED GODFREY, HM13 SALEM

SOG T-025 was created to provide guidelines for prerequisites to be a State Regional HazMat Team Member and to provide direction on how instructors for the OSFM Regional Teams HazMat Technician Weeks 1-4 are approved. The committee reviewed the proposed SOG and had no comments.

EQUIPMENT COMMITTEE UPDATE ~ MONITORS ~ MARIANA RUIZ-TEMPLE, OSFM

The equipment committee will be meeting again sometime in June to discuss the Cerex monitor. Their final recommendation on a monitor will be given at the July TAG meeting in Coos Bay.

If your team is in need of a monitor and can not wait for the purchase of the Cerex monitor please contact Mariana.

Mariana and Bruce will be meeting next week to put together a timeline for the purchase of the second ITX monitor. MiniRae 3000 upgrade will also be discussed at this meeting. Mariana will review the original equipment committee recommendation to make sure we are on track.

PROCUREMENT UPDATE

PPE ~ MARIANA RUIZ-TEMPLE, OSFM

Grant funds will be used to purchase Level A suits. The first set of teams identified as having the greatest need are HM05 Linn/Benton, HM10 Hermiston, HM14 Ontario, and HM15 Coos Bay. Purchase requests from these teams are due by May 14. If there is money remaining suits for the second set of teams will be purchased. The next set of teams scheduled to receive suits are HM02 Eugene, HM03 Gresham/Mult Co, HM04 Klamath/Lake, and HM08 S. Oregon.

HM01 Douglas Co., HM08 S. Oregon, and HM14 Ontario are in the process of having the communications system setup.

INVENTORY SCHEDULE, BRUCE ARMSTRONG, OSFM

Bruce created a tentative team equipment inventory schedule:

HM01 ~ April	HM06 ~ November	HM12 ~ May
HM02 ~ October	HM08 ~ September	HM13 ~ July
HM03 ~ November	HM09 ~ April	HM14 ~ August
HM04 ~ September	HM10 ~ August	HM15 ~ October
HM05 ~ June	HM11 ~ July	

Bruce will contact your team 30 days in advance to confirm date of his on-site visit and send out an update list of what OSFM has on inventory for your team. Please have a team member who is familiar with the equipment and location of the equipment available during your schedule inventory visit.

FIRE BRIDGE UPDATE ~ JAMIE KOMETZ, OSFM

All state HM incidents need to be entered into Fire Bridge for NFIRS reporting. OSFM is no longer accepting the goldenrod. The Ops packet is still being programmed, please continue to use the hard copy packet. Teams will need to enter their incident information into the HazMat module of Fire Bridge, print out a copy of the report and send it in with the hard copy Ops packet.

Mariana will work with Claire to create a cheat sheet for HM incident that are local.

E-GOV SECURE WEBSITE ~ MARIANA RUIZ-TEMPLE, OSFM

Please send OSFM what information and resources you would like to see on E-Gov. An E-Gov presentation of the requested items will be given at the July TTAC meeting in Coos Bay.

ERU EXERCISE/ROUNDTABLE ~ MARIANA RUIZ-TEMPLE, OSFM

OSFM will be facilitating another ERU exercise. HM09 ~ Tualatin, the N US&R team and the blue IMT will be participating as players in the exercise. Planning will begin in May.

2010 & 2012 CONFERENCE ~ JAMIE KOMETZ, OSFM

The 2010 conference survey will be sent next week. Please encourage your team members who attended the conference to take the time to complete the survey. Their feedback is very important to the planning process for the 2012 conference.

Thank you to all the 2010 conference planning committee members. The conference was a great success because of all your hard work and dedication.

Save the date for the 2012 conference February 22-24, 2012.

AGENCY UPDATES

No other agencies present.

UPCOMING TRAINING

PEAC Training

OSFM will schedule to have the training brought in within the next three months.

NEW BUSINESS

HM12 ~ LA GRANDE UPDATE

August 1, 2010 HM12 ~ La Grande will no longer be a state team.

OSFM is currently working with HM10 ~ Hermiston and HM14 ~ Ontario on a new coverage plan for Eastern Oregon. Mariana is meeting with Hermiston Fire Chief Hart on May 14th.

The meeting was adjourned at 10:20

Next Meeting ~

TTAC Coos Bay July 13 @ 1:00 PM

TAG Coos Bay July 14 @ 9:00 AM