

Teams Advisory Group Meeting & Teams Training Advisory Committee

Best Western Agate Beach Inn
3019 N Coast Hwy.
Newport, OR 97365

January 12, 2012, 9:00 AM

Present:

Reed Godfrey, HM13
Derek Weiss, HM09
Mark Havener, HM09
Steve Boughey, HM09
Wade Matthews, HM11
Kyle Romey, HM05
Larry Burg, HM04
Todd S. Carpenter, RPS
Mark Anderson, HM15
Jared Gammage, HM14
Glen Philips, HM10
Douglas Baily, HM05

Forrest Chambers, HM02
Mike Traeger, HM03
Mariana Ruiz-Temple, OSFM
Grant Coffey, HM07
Ryan Martin, HM01
Steve Brewer, HM01
Gregg Timm, HM01
Scott Stanton, HM10
Shon Christensen, HM07
Jamie Kometz, OSFM
Becky Oberfoell, OSFM
Bruce Armstrong, OSFM

Introductions were made.

Minutes were reviewed and approved.

Partner Agency update

Radiation Protection Services (RPS) - Todd Carpenter

Nuclear Regulatory Commission informed RPS that Cobalt 65 has been identified in tissue box covers shipped from India and mainly distributed to Bed, Bath and Beyond. Consumers may call local fire departments with radiation concerns. If HM teams have any further questions, please contact Todd Carpenter.

RPS has been getting inquiries about radiation debris from Japan. Coastal HM teams may also get inquiries. Teams are asked to contact RPS before sending out any information to the press to retain consistent messaging. No radiation has been detected at this time. Todd will create a memo and send to OSFM for the HM teams.

OSFM Agency Update – *Mariana Ruiz-Temple, OSFM*

Response Partners- Mariana met with Greg Ek-Collins, Emergency Response Manager for Oregon Department of Transportation, to discuss when a HazMat Team should be notified of an incident. The idea is to build a better working relationship with ODOT responders. Greg Ek-Collins is included in all TTAC/TAG meeting distributions. OSFM hopes to have him attend a TTAC/TAG meeting in the near future. Currently ODOT is limited on their travel to meetings, due to the state spending freeze.

Mariana has also been working with Oregon Emergency Response System to help educate them when a HazMat team should be called to an incident, or notified for a phone consultation. Grant Coffey HM07 and Mariana are working on updating the matrix OERS currently uses for the notification process.

OSFM Budget Update – The HazMat program continues to have dedicated funding through the petroleum load fee. OSFM staff are looking at future bienniums and the potential to raise fees.

Department of Administrative Services (DAS) has placed a freeze on all purchases that are considered non essential. This should not generally affect the HazMat Team purchases, as the SFM has deemed HazMat to be an essential function. Mariana did ask that teams try to hold off on submitting purchases until after the legislature session is finished. The state is looking at possible budget cuts.

ERU Roles & Responsibilities – Jamie will be transitioning many of her duties to Becky so she can focus on higher lever HazMat program functions. Mariana will send out an email with details of who will be assigned to each task. Bruce has retired from OSFM as of December 2011 and been contracted to work part time through the end of May.

Team training and Outreach Report-

Each team gave an update on training and outreach conducted since the October meeting.

Sub-Committee Updates:

Equipment – *Kyle Romey, HM05*

The equipment committee has not met since the previous TTAC/TAG meeting. The committee will give an update at the next meeting in April.

HM Conference – *Jamie Kometz, OSFM*

The committee has extended conference registration to February 10, 2012. The committee is requesting teams submit photos to be used in the awards banquet slide show. Please email or mail Stacy Brainard if you have photos to contribute.

Silent auction items are still being accepted. The goal is to receive a donated item from each team. Nominations for the bi-annual HazMat awards are open. Award submission will remain open until January 20, 2012.

Outreach – *Reed Godfrey, HM13*

The Outreach Committee has not met since the previous TTAC/TAG meeting. The committee will give an update at the next meeting in April.

Succession Planning – *Jamie Kometz, OSFM*

The chair of the committee has stepped down and the succession Planning committee will not meet until the summer or fall TTAC/TAG meeting.

Training – *Steve Brewer, HM01 & Steve Boughey, HM09*

The Training Committee met to set objectives for the committee. The committee identified the following items evaluate task book, safety officer training, develop a method to utilize existing trainers that are also team members, and evaluate Tech Weeks curriculum.

Contract Review – *Jamie Kometz, OSFM*

The committee will begin meeting once all contracts and amendments have been signed and returned to OSFM. If teams have questions on the contracts please contact Jamie Kometz.

Program Update:

Procurement – *Bruce Armstrong, OSFM*

SensIR Status -

Bruce has been working with Smith's Detection to get the HazMat ID's upgraded. Smith's will begin contacting teams this week to arrange for shipping and upgrading the machines. This will be a staggered process so all of the machines will not be out of commission at the same time.

Mini Rae Replacement –

Mini Rae will need to be replaced soon. The equipment committee was tasked with researching and recommending a plan for replacement.

RIC-UAC Fitting & Training Suits –

The group discussed and recommended to move forward with the RIC fitting for all teams. Bruce continues to work with Trelleborg to get the training suits for all of the teams.

Cerex Monitor User Manual Feedback -

Bruce emailed a copy of the Cerex Hound user manual to all of the teams prior to the meeting. Cerex has asked for feedback on the manual. All teams were asked to review the manual and send comments to Bruce.

Teams requested to have a secondary operating device for the Cerex Monitor. Kyle Romey, the Equipment Committee Chair and Mariana Ruiz-Temple will need to discuss this. Teams also discussed needing additional regional training on the monitors. Additional training will be available at the HazMat Conference in February. Training needs will be reviewed at the next meeting in April.

2012 Inventory Schedule -

Bruce will be traveling to each of the teams to complete inventory. He distributed a list with tentative dates for each team. Teams should contact Bruce to confirm or change their scheduled time by January 25, 2012.

Task Book Reporting - *Jamie Kometz, OSFM*

The Task Book reporting due date has been extended to January 29th, 2012. Teams need to send the signed certification page for each team member who is 100% percent compliant. For team members not at 100%, team reps need to report using the excel spreadsheet. Please mail team member certifying pages and email the spreadsheet to OSFM attention Becky Oberfoell.

Pueblo Training Guide for Registration - *Becky Oberfoell, OSFM*

Becky distributed the registration form for taking classes through the Pueblo Training Center. The form will also be emailed out to team reps. Team members interested in taking classes at the Pueblo Training Center should fill out a both a training request and the Pueblo form and submit to OSFM.

Standard Operating Guide Review:

SOG-T021 Level A and PPE Acquisition - *Bruce Armstrong, OSFM*

No update was given. A draft will be ready for review of SOG-T021 at the next meeting in Ontario.

White Powder SOG - *Becky Oberfoell, OSFM*

Becky is collecting information on white powder process. Information gathered will help to write an SOG on this process. Teams that have a written process or procedures on handling white powder calls are asked to forward the information to Becky.

ERU Summit - *Jamie Kometz, OSFM*

The group had a discussion on the value of the ERU Summit. The overall consensus was that the summit was very well received. Summit facilitators will capture the discussions that were held in each break out session and send the

summary to Mariana. The ERU will analyze the information and send a summary out to team reps.

Incident Review –

Each team rep discussed their team's incidents over the last quarter.

New Business –

A need for a check out form for the prop trailer has been identified. OSFM staff and Forrest Chambers HM02 are working on developing it.

Forrest requested to have the format of the TTAC/TAG meeting evaluated, and potentially changed to a two day meeting format. This will be an agenda item for the next meeting in April.

Meeting Adjourned.

Next Meeting will be April 11, 2012 Ontario

TTAC/TAG Action Items – January 2012

	Task	Assigned to	Date Assigned	Completed
	SOG's			
1	SOG on Level A & B suits	Bruce/Kelly	10/12/12	
2	White Powder SOG research	Becky	01/11/12	
3				
4				
5				
6				
	Equipment			
7	RIT fitting w/all Teams	Bruce	01/11/12	
8	Level A fitting for Team HM08	Bruce	01/11/12	
9	Status of chlorine gaskets	Bruce	01/11/12	
10	Look into secondary device for Cerex operation	ERU	01/11/12	
11	Pass through costs to HM09	Bruce	01/11/12	
12	Training suit sizes to Bruce	All Teams	01/11/12	
	Admin			
13	Send agenda items to Jamie for sub-committee meetings	Committee Chairs	On-going	
14	Contract Update	Jamie	04/11/12	
15	Send Invite to OEM for next TTAC/TAG meeting	MRT		X
16	Email Outreach PowerPoint & Jeopardy	Reed	04/11/12	
17	Upload Task book training modules to egov	Mariah	04/11/12	X
18				
19	Pueblo training guide for registration	Becky	01/11/12	X
20	RAD Memo	Todd	01/11/12	
21	Update Matrix for OERS	MRT/Grant	01/11/12	
22				
23				
24				
25	Email bottle bomb process	MRT	04/11/12	
26	Email comments on Cerex manual to Bruce	All Teams	04/11/12	
27	Contact Bruce to confirm inventory dates	All Teams	01/25/12	
28	Look into regional Cerex Training for teams	ERU		
29				
30				
	Committees			
31	Evaluate/Revise Task book	Training	01/11/12	
32	Create check in/out form for prop trailer		01/11/12	
33	Midlin Kit	Equipment	01/11/12	
34	Look into PID replacement	Equipment	01/11/12	
35				
36				