

Teams Advisory Group Meeting & Teams Training Advisory Committee

Albany Fire & Rescue
110 SE 6th Street
Albany, OR 97321
October 12, 2011

Minutes

Present:

Kyle Romey, HM05
Mark Truax, HM11
Jarrell Rysavy, CST
Steve Boughey, HM09
Reed Godfrey, HM13
Forrest Chambers, HM02
Becky Oberfoell, OSFM
Jackie Sparks, OSFM
Scott Stanton, HM10
Mariana Ruiz-Temple, OSFM
Scott Cowan, HM05
James Davidson, CST
Dave Gullege, OSFM

Tim Gilbert, HM07
Steve Lehman, HM05
Richard Baltzerson, FBI
Craig Mueller, FBI
Chris Baird, HM03
Gregg Timm, HM01
Brian Fish, HM08
Dan Crutchfield, HM15
Scott Brainard, HM04
Jamie Kometz, OSFM
Mike Greenburg, DEQ
Shon Christensen, HM07
Bruce Armstrong, OSFM

Introductions were made.

Minutes were reviewed and approved.

Incident Review

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

Partner Agency Update

FBI – Craig Mueller

Wade Munchler has been promoted to the primary bomb technician position. Craig Mueller will now fill his role as the WMD coordinator for the FBI, and will

be the point of contact for the State HazMat Teams. He will distribute business card with contact info once he receives them.

DEQ Response Presentation – Michael Greenburg

Michael Greenburg gave a presentation on the DEQ's Emergency Response Program. DEQ is the lead state agency for the cleanup of hazardous materials and oil. They provide technical assistance and advice on incidents when not acting as the lead agency, and act as liaison with federal agencies, adjacent states, local government, tribes, volunteers and private firms.

Task Book PowerPoint Modules

Steve Boughey – HM09

Steve Boughey and Grant Coffey have been working on creating PowerPoint versions of the Task Book Training. The modules will be uploaded to the egov website when they are completed.

ERU Three Day Summit Meeting

Mariana Ruiz Temple – OSFM

Emergency Response Summit will be held January 10-12 in Newport. The Summit will bring together representatives from HazMat, USAR and IMT. There will be a general session followed by a day of breakout sessions. The next TTAC/TAG as well as sub committee meetings will be held in conjunction with the ERU Summit. The Summit will also include a social.

Online Task Book Reporting

Jackie Sparks – OSFM

Jackie Sparks gave a presentation on Task Book reporting using Fire Bridge™ software. She demonstrated how to enter Task Book data into Fire Bridge™. Beginning January of 2012, Teams can use Fire Bridge™ to record and track their Task Book completion progress.

Quarterly Team Training and Outreach Report

Each team rep gave an update of their team's participation in training and outreach over the last quarter.

Fire Bridge™ Update

Jamie Kometz, OSFM

The Ops packet is currently in the testing phase. Jamie has been working with Image Trend to clear up issues with functionality.

Fire Bridge™ will be updating to version 5 at the end of October, with no planned interruption of service. Team members can view the upcoming changes

and walkthrough information by clicking on the help button within Fire Bridge™.

Sub-Committee Updates

Equipment – Kyle Romey, HM05

The Equipment Committee did not meet prior to the October TTAC/TAG meeting. The committee will have their meeting in January.

Bruce Armstrong has been working with Cerex to finalize the repairs and return of the Cerex Hound monitor to the teams.

HM Conference – Jamie Kometz, OSFM

The HazMat Conference will be held February 22-24, 2012. The second round of vendor letters has been mailed out. The Committee has chosen a jacket as the conference gift. The sizes run small, and must be selected when team members register for the conference.

Forrest Chambers gave a report of classes to be offered at the conference. The Conference will offer both HazMat IQ and HazMedic. The conference will offer a 16hr class from Teak. The class will be limited to 45 people. This will be the first time a 16hr class has been offered at the HazMat Conference.

Dan Crutchfield is the point of contact for the silent auction. Teams Reps should email Dan with updates on their team's auction donation.

Outreach – Reed Godfrey, HM13

The Outreach Committee was tasked with defining outreach for HazMat and deciding what can be provided for the current out reach budgets. The committee is developing an in depth Power Point presentation that will be used as a companion document with the HazMat DVD. Dan Giles has created a 2 hr lesson plan to be used for out reach. The first hour will be standard outreach information and the second hour is customizable for the audience receiving the presentation. Reed presented the group with the Power Point presentation.

Succession Planning – Becky Oberfoell

The Succession Planning Committee met last in prior to the July TTAC/TAG meeting. The committee has created a short three question survey that will be sent to all team reps. The purpose of the survey is to gather information on the number of team member that are planning to leave the team in the next two years and two to four years.

Training – Steve Boughey, HM09

The training committee has recruited members and the committee is currently filled. The committee will have its first meeting in January. The committee chairs are developing objectives for the current biennium. The two main objectives will be delivery methods of training and reevaluation of the HazMat Tech

curriculum. Team reps that have input or training objectives to add should contact Steve Boughey or Steve Brewer.

HM07 has been producing instructional training videos. They are currently available on Portland's web site, but will be posted to egov and burned to discs for distribution.

Contract Review – Mariana Ruiz-Temple, OSFM

The Contract Review Committee will begin meeting again in January when new budget information available. The committee will be looking at updating the contracts with clear modern language.

OSFM Program Update

Procurement – Bruce Armstrong, OSFM

Level A Stockpile

OSFM has acquired 4 of each suit type for the Level A cache of suits. OSFM will also be purchasing training suits for the teams. Albany & Gresham have already received their training suits. Bruce will follow up with the other teams for ordering.

Aging Resource Library – Bruce Armstrong, OSFM

Bruce is continuing to work on updating the library materials. Steve Boughey has sent out an email requesting feedback on library materials from committee members. Not all outdated materials will be repurchased due to cost or lack of use.

Standard Operating Guide Review

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

An update on SOG-T021 will be given at the next meeting in January.

Meeting Adjourned.

Next Meeting – January 12, 2011 9:00 am in Newport

TTAC/TAG Action Items – Oct 2011

	Task	Assigned to	Review Date	Completed
	SOG's			
1	SOG on Level A & B suits	Bruce/Kelly/ Steve B	10/12/11	
2	White Powder SOG			
3				
4				
5				
6				
	Equipment			
7	RIT fitting w/all Teams	Bruce	01/11/12	
8	Pass through costs to HM09	Bruce	01/11/12	
9	Status of training suits	Bruce	01/11/12	
10	Email Cerex Manual to Teams	Bruce	01/11/12	
11	Level A fitting for Team HM08	Bruce	01/11/12	
12	Status of chlorine gaskets	Bruce	01/11/12	
	Admin			
13	Send agenda items to Jamie for sub-committee meetings	Committee Chairs	On-going	
14	Contract Update	Jamie	01/11/12	
15	Send Invite to OEM for next TTAC/TAG meeting	MRT		X
16	Email Outreach PowerPoint	Reed	01/11/12	
17	Upload Task book training modules to egov	Mariah	01/11/12	X
18				
19	Comms update for Metro	MRT	01/11/12	X
20	Safety officer requirements	MRT	01/11/12	X
21	Pueblo training guide for registration	Becky	01/11/12	
22				
23				
24				
25	Task Book PowerPoint	Steve Boughey	01/11/12	X
26	Email bottle bomb process	MRT	01/11/12	
27				
28				
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				