

**Teams Advisory Group Meeting  
Salem Fire Department Station 6  
2740 25<sup>th</sup> St SE  
Salem, OR 97302**

**July 15, 2009, 9:00 AM**

**Minutes**

**Present:**

Reed Godfrey, HM13

Mark Truax, HM11

Grant Coffey, HM06

Tracy Fox, HM01

Margrethe Gregg, OERS

Chris Meairs, OERS

Garrett Wickham, DEQ

Demian San Miguel, 102 CST

Brian Fish, HM08

Larry Burg, HM04

Stephen Best, HM03

Scott Stanton, HM10

Corky Gillies, HM12

Kyle Romey, HM05

Dan Crutchfield, HM15

Bruce Armstrong, OSFM

Jared Gammage, HM14

Brule Lehman, HM14

Mariana Ruiz-Temple, OSFM

Ryan Martin, HM01

Jamie Kometz, OSFM

Jackie Sparks, OSFM

Introductions were made.

**INCIDENT REVIEW**

Each team present reported on incidents that had occurred since May.

**SOG REVIEW**

*SOG T-015 Medical Surveillance ~ CORKY GILLIES, HM12*

Corky reviewed his updates of SOG T-015, below are the changes:

Page 3 under "Emergency Treatment" -

- "Provide emergency first aid on site". It should read "Provide EMS support on site".
- "Arrange for decontamination of victims". It should read "Arrange for decontamination of employee/team member".
- "Arrange in advance for transport of victims'." It should read "Arrange in advance for transport of employee/team member".

Page 4 under "Payment for Medical Surveillance Exams" -

- "Stress testing will not be standard practice and given only when there are specific indications of its need for individual team members" It should read "Stress testing will be at the discretion of the department/physician."

*SOG T-016 Response to Drug Labs ~ GRANT COFFEY, HM06*

Grant reviewed his updates of SOG T-016, below are the changes:

- Update the header
- Page 2 update formatting.

Page 2 under Control of Lab Sites -

- Replace "They may also assist in the packaging of the unwanted chemicals for proper disposal" with "This shall be limited only to the minimum amounts needed for sampling and evidence collection. Bulk chemicals, glassware and other contaminated articles should be left in the lab for removal by a qualified environmental contractor."
- Page 3 update formatting.
- Page 3 Delete "the adequacy of: the decon process; the access and control points; the personal protective clothing used on that scene; the adequacy of emergency signals and plans; and the level of monitoring necessary of the scene/site. (also see SOG T-004). Replace with:
  - Adequacy of the decon process
  - Access and control points
  - Adequacy of emergency signals and plans
  - Level of monitoring and ventilation necessary for the scene/site
  - Need for EMS support
  - Personal protective equipment used on that scene- including level of respiratory protection.
  - Replace "Fire protection shall be established on all operating drug lab sites to provide fire protection should a fire occur." with "An independent fire unit with pumping capability, shall be established on all operating drug lab sites to provide protection should a fire occur. If it is known prior to entry that the lab is working, there shall be charged hose line in place before entry."

**AGENCY UPDATES**

Randy Simpson provided the following updates:

- The ERU finalized their 07-09 strategic plan. Mariana will be sending that out to team members.
- Cardlock only has one Compliance Specialist so the only inspections will be done are complaints. OSFM will have to rely on business owners to do weekly inspections.
- Online reporting is coming along well and should be ready for use by January 2010. POC for this will be Claire McGrew manager of the Data Unit.

#### **COMMUNICATION COMMITTEE UPDATE**

Mark Koss will be working with Bruce on getting the equipment to the teams and installed.

Mariana will be sending out a schedule for the remaining teams.

#### **OUTREACH COMMITTEE UPDATE**

Tracy Fox informed the group that the committee has completed the brochure. The committee is still working on the DVD and hopes to have it ready for review in time for the training in Pendleton.

#### **09-11 CONTRACT UPDATE**

Mariana had the contracts sent last Friday for all of the teams that have got their worksheets turned in. She would like to have the contracts signed and returned by August 10<sup>th</sup> if possible.

#### **MONITOR UPDATE**

Mariana hopes everything should be done by July 30<sup>th</sup>. She has been working with EPA and there is a requirement that everything be done within 90 days from the signature date of May 30<sup>th</sup>. The software for the monitors will be installed by OSFM IT staff. Mariana needs to know what type of monitors the teams would like she has received via email from the teams Chlorine and Ammonia is preferred. Tracy suggested that this is something that would be taken to the equipment committee.

#### **ORRS PROJECT UPDATE**

Mariana gave an overview of the HazMat online reporting system. The reporting system being used is the National Fire Incident Reporting system (NFIRS). This should be up and running by early 2010. Mariana will be sending out the information to all of the teams on training opportunities.

The meeting was adjourned at 12:10 PM.

The next TAG meeting will be on October 14, 2009 at 9:00AM in Roseburg.