

**Teams Advisory Group Meeting/
Teams Training Advisory Committee
Portland Fire and Rescue Training Center
4800 NE 122nd Ave
Portland, OR
July12, 2011**

Minutes

Present:

Bruce Armstrong, OSFM	Shaun Brown, CST
Dan Crutchfield, HM15	Shawn Barnes, HM13
Forrest Chambers, HM02	Brian Fish, HM08
Markus Lay, HM02	Jim Walker, OSFM
Mark Matthews, HM05	Mark Wallace, OSFM
Gregg Timm, HM01	Grant Coffey, HM07
Kristen Stiegler, State Public Health	Chris Baird, HM03
Mariana Ruiz-Temple, OSFM	Scott Stanton, HM10
Steven Boughey, HM09	Jared Gammage, HM14
Mike Greenburg, DEQ	Becky Oberfoell, OSFM
Jessy Claerhout, CST	Ken Niles, DOE
Jamie Kometz, OSFM	

Introductions were made.

Minutes were approved.

New OSFM Fire Marshal Chief Mark Wallace was introduced and gave a brief bio.

OSFM Agency Update - Jim Walker

OSFM's CR2K/PATA program did not receive the requested fee increase from the legislature. As a result of this, OSFM will be working on a plan to keep four positions. These positions will not be in the PATA group.

Partner Agency Update:

Ken Niles - Oregon Department of Energy

Oregon Dept of Energy can assist with Radiological training for team members. Radiation Protection Services (RPS) is available to conduct RAD training on location for the teams. For further information, or to schedule a training, teams can contact Todd Carpenter at 971-673-0500.

There will be an exercise on August 24th between the Navy and HM07 in Vancouver. Team members that wish to participate as observers should contact Ken Niles.

Mike Greenburg, DEQ

Mike has moved from a program coordinator role to a field responder position.

Jessy Claerhout – CST

CST has completed the scheduled trainings with both Medford and Coos Bay. A training with Albany is scheduled for July 14th.

Kristen Stiegler - DHS Public Health Division, Hazardous Substance Incident Surveillance (HSIS)

HSIS began in 1992 and monitors accidental releases of hazardous substances of reportable quantity and monitors their potential health effects. They work with city, county, state, and federal partners to collect and report non-personal data involved in incidents. Kristen asked for the teams support in collecting the non-personal data from HM incidents. She will contact team reps when she has follow up questions regarding incidents.

Japan Radiation Event After Action Report

Mariana Ruiz-Temple, OSFM

The AAR on the Japan Radiation event has been completed and a copy was distributed to all present.. One of the benefits of the Japan Radiation event has been a strengthened relationship between OEM and the OSFM. The State plan has been updated with information on additional resources as well. Radiation Safety Officer training has added additional RSO's to the teams throughout the state.

OSFM Program Updates:

Procurement Bruce Armstrong, OSFM

- Inventory- Inventory for all teams has been completed for this year. Bruce thanked the teams for their support and help in getting the task completed.
- Level A Suits – The state has agreed to purchase suits in multiple sizes for a stockpile or cache of Level A suits. TrellChem has increased their suit distribution turnaround time from several months to two to three weeks. Albany has had the RPS added to their suits. All Future suits will be ordered with the RPS included.

HM02, 07, 01, and 08 will be eligible for new suits in the 11-13 biennium. Teams should contact Bruce for further information and to start the ordering process.

- SensIR – The State will have HMID updated. New components will be ordered soon.
- PEAC – Bruce distributed PEAC software updates on disc to each of the teams.

Aging Resource Library Discussion ~ *Bruce Armstrong, OSFM*

Bruce will be working towards updating the resource library materials. Steve Boughey volunteered to assist Bruce with this task.

TrellChem Suit Recertification ~ *Bruce Armstrong, OSFM*

After losing 38 suits on one incident, the State of Massachusetts developed a suit recertification program with TrellChem. This recertification procedure costs \$200 per suit. The suits will be deconned by the teams, packaged and mailed to TrellChem. TrellChem then has an extensive inspection process for checking the suits before issuing the recertification. Bruce handed out written procedures for the teams to review.

Metro Area Comms ~ *Mariana Ruiz-Temple, OSFM*

The last three teams, 3, 9, & 7, are in the process of being outfitted with their comms package.

2011-2013 Contracts ~ *Jamie Kometz, OSFM*

Contracts have been mailed to Roseburg, Eugene, Hermiston, Klamath Fall, Ontario, and Salem. Albany, Portland, Medford and Tualatin will be mailed out next. Gresham, Astoria and Coos Bay will follow when completed.

Regional HM Team Changes ~ *Jamie Kometz, OSFM*

There are no boundary changes to the teams for the new biennium. HM01 has changed names from Douglas County to Roseburg. HM06, Portland, is now HM07. Hermiston has added the city of Pendleton to their contract. Pendleton will contribute 3 to 5 new members to the team. Astoria has added team member from Seaside, Knappa, and Astoria PD to their contract.

FireBridge Training ~ *Jamie Kometz, OSFM*

At this time, most teams have received Fire Bridge training from Jackie Sparks. The hands-on training has been well received. Portland, Coos Bay, and Roseburg are still finalizing the dates and time for their training.

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.

Sub-Committee Updates:

Equipment ~ *Bruce Armstrong, OSFM*

Training for the new Cerex Monitors has been set up in Gresham on July 26th and Roseburg on July 26th. Teams will be required to send at least one member to the training before they can receive their monitor.

HM Conference ~ *Jamie Kometz, OSFM*

Registration for the 2012 HazMat Conference will open on October 1st for the HM Team Members. On November 1st registration will open for individuals not on a Oregon HM team. The registration fee will be \$225 and will come out of the team's training budgets. Reminder; team members will need to fill out a training request to attend the conference.

Nominations for awards will open in October. The exact date is still TBD.

The committee is currently seeking donations for the silent auction. Team members that have donation items should contact Dan Crutchfield in Coos Bay. Tax donation forms will be available for both donators and purchasers of auction items.

Outreach ~ *Jamie Kometz, OSFM*

The Outreach Committee has had two meetings. They will create and SOG that defines Outreach for the HazMat Teams. The committee will also create and in-depth PowerPoint presentation that will be a companion document for the HazMat DVD.

The committee is also looking into State HazMat team clothing to be worn for Outreach or other HazMat related activities.

Succession Planning ~ *Jared Gammage, HM14 & Scott Stanton, HM10*

The Succession Planning Committee has met twice. The committee member have created and sent a short survey to all team members inquiring about the duration of the membership with on their team. Results and further information will become available after the survey closes. All team members are encouraged to participate.

The committee also discussed developing a survey to be sent out annually to team reps to get a pulse check for changes in team members over the next year.

The committee will also look into the possibility of online or "at your own pace" computer versions for parts of Tech Weeks 1 & 2. This could help alleviate the financial burden to teams training budgets as well as cut back on travel time for new team members.

Training ~ *Steve Boughey, HM09 TVFR & Steve Brewer*

The Training Committee's first meeting will be in October. The committee is still accepting members. For information, team members should contact Steve Boughey or Steve Brewer.

The one of the Training Committee's first tasks will be looking at a way to unify training between the teams.

Standard Operating Guide Review

SOG-T021 Level A and B PPE Acquisition ~ *Steve Best, HM03 Gresham/Mult Co*

SOG-T021 is currently under review by Bruce Armstrong, Kelly Buckley, and Steve Best. Verbiage to PPE acquisition is being updated to reflect current procedures. Information is also being added to include the Level A suit cache that will be housed in Salem. There will be an update at the next quarterly meeting.

Incident Review

Each team rep discussed their team's incidents over the last quarter. It was suggested that incident information and/or the narrative be posted to govspace web site for all team members to review.

Meeting adjourned.

Next Meeting will be October 12, 2011 10:00 AM, in Albany.

TTAC/TAG Action Items – April 2011

	Task	Assigned to	Review Date	Completed
	SOG's			
1	SOG on Level A & B suits	Bruce/Kelly/ Steve B	10/12/11	
2	SOG on Radiation	Grant	07/13/11	X
3				
4				
5				
6				
	Equipment			
7	Recap of Level A Suit issues	Bruce	07/13/11	X
8	Pass through costs to HM09	Bruce	10/12/11	
9	TrellChem Suit capabilities	Kyle	07/13/11	X
10				
11				
12				
	Admin			
13	Send agenda items to Jamie for sub-committee meetings	Committee Chairs	On-going	
14	Contract Update	Jamie	07/13/11	
15	Send Invite to OEM for next TTAC/TAG meeting	MRT		X
16				
17				
18				
19	Comms update for Metro	MRT	07/13/11	X
20	Safety officer requirements	MRT	07/13/11	X
21	Pueblo training guide for registration	Becky	10/12/11	
22				
23				
24				
25	Task Book PowerPoint	Steve Boughey	07/13/11	
26	Task book training update	Jamie	07/13/11	X
27	DEQ process for call out	MRT	10/12/11	
28				
29				
30				
31				
32				
33				
34				
35				
36				