

**Teams Advisory Group (TAG) Meeting
City of Eugene Training Center
1705 W. 2nd Avenue
Eugene, Oregon**

January 9, 2008, 9:00 AM

Minutes

Present:

Forrest Chambers, HM02	Bruce Armstrong, OSFM
Jim Montgomery, HM02	Sue Otjen, OSFM
Steve Frazier, HM10	Patrick Hart, HM10
Tracy Fox, HM01	Brian Fish, HM08
Dan Crutchfield, HM15	Mark Truax, HM11
Larry Burg, HM04	Scott Brainard, HM04
Tom Gall, HM03	Mark Matthews, HM05
Mariana Ruiz-Temple, OSFM	Terry Mairs, HM14
Blake Reichel, HM09	Reed Godfrey, HM13
Jim Forquer, HM06	Grant Coffey, HM06
Jamie Kometz, OSFM	

Introductions were made.

Minutes from the October meeting in Salem were approved.

TTAC REPORT

See minutes from TTAC meeting on January 8, 2008.

2008 HAZMAT CONFERENCE PLANNING

This year the Oregon State HazMat Teams Conference will be in Bend at The Riverhouse Hotel, April 28 - May 1, 2008. Our theme this year is Preparing Today, Taking Charge of Tomorrow. On Tuesday, April 29th we will have a vendors show and lunch. Letters are being mailed out to vendors and sponsors today inviting them to the conference. On Wednesday, April 30th there will be an awards banquet in the evening. During the awards banquet we will have a slide show of the past year in review. Please send Stacy Brainard any photos you would like included in the slide show presentation by April 15th. OSFM will be accepting award submission forms until February 20th.

LEPC UPDATE

St. Helens is sending in applications to form an LEPC. OSFM staff is currently working on developing LEPC's in Klamath Falls and Clatsop County. Sue Otjen, OSFM has asked that LEPCs notify Mariana or Jamie with OSFM, regarding any upcoming meeting so they can contact the HazMat team in the area.

09-11 BUDGET FORECAST

We are now at a point where if we were to purchase most of the requests we are receiving for PPE; your team equipment budgets would be wiped out for the biennium. The equipment budget is used to purchase ALL your requests, including the day to day items (foam, Dräger tubes, gloves) and all the consensus decisions we make (TIC). Mariana is putting together a plan to begin forecasting needs and a plan for funds. Please provide her with big ticket items that you believe your team will need to purchase within the next year. This would include items such as PPE, SCBAs, etc. She will need to know the following, if possible: Item, Quantity Needed, Estimated Cost, Justification - Within the justification, please include: A) Is this a replacement? B) Is this your only source for obtaining this equipment? C) Does your department already purchase this item and this would be back up? The due date for submitting your equipment budget forecast is February 1, 2008. OSFM will also need a budget forecast for outreach, training, and physicals for this biennium.

COMMUNICATIONS COMMITTEE UPDATE

Mark Koss, HM02 along with members from the communications committee put together a draft state HazMat communication proposal. The proposal is based from teams who have applied for grants and created a communication system. Mariana and Sue will review the proposal and have a decision made by the next TAG meeting in May.

EQUIPMENT COMMITTEE UPDATE

The Equipment Committee met on December 18th. Team representation is still needed from the following teams: HM03, HM08, HM10, HM11, HM12, HM13, HM14 and HM15. Issues that equipment committee will be discussing are AIM Commander replacements, a decon SOG, and PPE needs assessment and replacement. The next committee meeting will be on January 23rd at OSFM. Two vendors will be in to demo a variety of multi-gas monitors. The equipment committee is currently looking for a new committee chair. If you are interested, please contact Jim Forquer.

INCIDENT REVIEW

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

NEW BUSINESS

Mark Koss and Jim Montgomery from HM02 have been working with Bruce Armstrong, OSFM on a new procedure to calibrate the Canberra Dosimeters. If your team would like to send your Canberra to Eugene for calibration please let Bruce know. Mark Koss will then be contacting teams who are interested and providing them with procedures and a schedule. Calibration will be completed on an annual basis. The meeting was adjourned at 11:05am.

The next TAG meeting will be a combined meeting with TTAC in Bend on May 1st at 1:30pm.