

**Teams Advisory Group Meeting &
Teams Training Advisory Committee
Ontario Fire & Rescue
Council Chambers Room
444 SW Fourth Street
Ontario, OR 97914**

April 11, 2012, 9:00 AM

Minutes

Present:

Glen Phillips, HM10

Scott Stanton, HM10

Mark Truax, HM11

Mike Traeger, HM03

Steve Brewer, HM01

Scott Brainard, HM04

Kyle Romey, HM05

Shon Christensen, HM07

Jamie Kometz, OSFM

Jim Ellifritt, 102 CST

Gregg Ek-Collins, ODOT

Karine Aebi, OSFM

Brian Fish, HM08

Jared Gammage, HM14

Becky Oberfoell, OSFM

Dan Giles, HM02

Forrest Chambers, HM02

Mariana Ruiz-Temple, OSFM

Tom Davis, ODOT

Bruce Armstrong, OSFM

Allen Montgomery, HM14

Introductions were made.

Minutes were reviewed and approved.

Partner Agency Update

CST- Lt Jim Ellifritt, 102 CST

The CST is preparing for the Olympic trials in Eugene. They will be held at Hayward Field, June 21, 2012 to July 1, 2012. They are currently testing new software for remote monitor operation. The software will be used at the Olympic trials. Jim will give an update on this software at the July meeting.

The CST is also preparing for the Vigilant Guard Drill that is scheduled for May 1-5 2012. HM05 Linn Benton, HM09 Tualatin Valley, and HM13 Salem will be participating. Jim also announced the 101st CST from Idaho will be participating in the drill.

Team Announcements – *Mariana Ruiz-Temple, OSFM*

Reed Godfrey is no longer the team rep for HM13 Salem. The team rep position will be held by Battalion Chief Scott Parker.

Scott Brainard, HM04 Klamath Falls was promoted to Battalion Chief for Klamath County Fire District #1.

ODOT Response Overview – Greg Ek-Collins, ODOT

ODOT has had ongoing issues in responding to HM calls. The goal is to fix the communication between ODOT, OERS and OSFM. ODOT's main goal is to have the roadways opened within 90 minutes of an incident. ODOT responders are trained to respond to spills involving operational fluids only.

Assistant District Manager Tom Davis gave a presentation on how ODOT responds to incidents. He distributed ODOT's First Responder Guide to all present.

Going forward, ODOT would like to do a phone consult w/a HM Team on every call with reportable quantities to determine when a HM Team will be needed on scene. Mariana Ruiz-Temple and Greg Ek-Collins will work with OERS on communicating this information. OSFM will deliver information on the OSFM HM teams to ODOT to distribute at their annual spring training.

The current OERS response matrix needs to be updated. The HM teams are not always notified of an incident when they should have been. This is an opportunity for OSFM outreach. A need was identified for more information or outreach on ODOT regions, local fire departments, clean up crews, HM incident roles and responsibilities, and incident reporting. Mariana Ruiz-Temple and Greg Ek-Collins will work with OERS on response. There was a discussion on ideas to improve the OERS response matrix. The team reps suggested that ODOT calls the HM Teams directly when there is a HM incident.

An action plan will be created for the July meeting.

Mariana Ruiz Temple facilitated a discussion on improving communications with ODOT and OERS. Discussion notes are listed below.

Plan A – Improving OERS Response

1. ODOT calls OERS
 - Request HM team – ODOT
 - Work with OERS - MRT/Greg Ek-Collins
2. ODOT calls team directly
 - Send the team contact numbers to ODOT

SFM Outreach

- ODOT regions
- Local FD's
- Clean up crews
- Roles & responsibilities
- Incident Reporting – future conversations

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

Oregon Emergency Response System Notification Matrix Update

Grant Coffey HM07 and Mariana Ruiz-Temple are reviewing the OERS response matrix. Mariana will send out an email to team reps once this has been completed.

Budget

Mariana is working on writing a policy option package to increase the petroleum load fee. If the load fee stays at the current level there will be a budget deficit in the future. OSFM is putting together data to support the fee increase. In June OSP will inform OSFM if the agency is willing to take the policy option package to the legislature. Teams were encouraged to have 50% of their budgets spent by July 1, 2012. OSP will be more likely to support a fee increase if the teams are spending their current budgets. Mariana also encouraged the teams to utilize funds available through the HMEP grant.

HSIS CD Distribution

The Team Reps decided to continue receiving the HSIS updates in CD format and via email. Updates will be mailed and email out to each team as they become available.

ERU/HM Staff Roles and Responsibilities

Mariana Ruiz-Temple gave an update on Emergency Response Unit roles and responsibilities. Team members should contact Becky Oberfoell at 503-934-8405 or becky.oberfoell@state.or.us for processing travel expense sheets, questions on entering Incidents in Fire Bridge, general process questions, run numbers for incidents, scheduling travel, and copies of minutes and agendas. Contact Jamie Kometz at 503-934-8280 or Jamie.kometz@state.or.us for outreach and training requests, committee work, budget questions, SOG/program related work and questions, and task book/conference training.

Quarterly Team Training and Outreach Report

Brian Fish expressed an interest in hosting Tech Weeks 1 & 2. He has four new members he would like to add to his team. Teams should contact Brian Fish if they have team members they are interested in sending.

HM01 will be hosting HazMat On Scene Incident Commander training on June 9-10 in Roseburg. The class can have up to 50 participants. Contact Steve Brewer for further information.

Mike Trager, HM03 is working on compiling a manual for new team reps. He will distribute to the teams for review upon completion.

Brian Fish requested additional team training for the Cerex Hound. Many of the teams expressed having issues with operating the monitor. OSFM will look at holding regional team training in the future.

Shon Christensen, HM07 offered the use of his team's new A/B/C simulator. Team Reps should contact Shon for further information at Shon.Christensen@portlandoregon.gov or 503-823-3856.

Kyle announced that Albany will be hosting an HM IQ class in September. The date is TDB at this time.

HM Awareness & Operation Plan - Mariana Ruiz-Temple, OSFM

After reviewing the team outreach budgets, over the last four bienniums OSFM has determined that very little money has been spent on Awareness and Ops. The group discussed what should be checked off on the Awareness and Ops task book and who is responsible for signing. Julie Olsen-Fink from DPSST will be invited to the July meeting to answer questions.

Mariana recommended that the teams apply for HMEP grant funds for instructing Awareness and Ops classes.

Sub-Committee Update

Equipment ~ Kyle Romey, HM05 Linn/Benton

The Equipment Committee has not met since the last TTAC/TAG meeting. The next step for the committee is to meet and give recommendations on replacing the Mini-Rae. Kyle Romey, HM05 will set up the next meeting.

Outreach ~ Mariana Ruiz-Temple, OSFM

The Outreach Committee has not met since the previous TTAC/TAG meeting. Rob Stacy, HM02 was suggested to replace Reed as the new committee chair. Rob will be contacted to see if he is interested in chairing the committee.

Training ~ *Steve Brewer HM01 Roseburg*

The next Training Committee meeting will be scheduled for sometime in May. Steve Brewer will give a committee update at the July TTAC/TAG meeting.

Contract Review ~ *Mariana Ruiz-Temple, OSFM*

The Contract Review Committee had recommended to remove the 50% backfill rule and to add a designated committee fund for use on committee work. OSFM will be sending out a survey based on the pilot changes made to the 11-13 contracts.

Succession Planning Committee ~ *Mariana Ruiz-Temple, OSFM*

Steve Best, HM03 has stepped down as the Succession Planning Committee Chair. Mike Trager, HM03 volunteered to be the new chair.

TTAC/TAG Meeting Format Options - *All*

Many team reps have expressed an interest in changing the meeting format back to a two day meeting. There is concern that there will not be enough content to fill two days. The July TTAC/TAG meeting will be a trial meeting to see how the two day format works. The group will meet from 1 pm to 5pm on the first day and then 8 am to noon on the second day. If needed, the group will break for lunch and then return for the remainder of the meeting.

Procurement Update ~ *Bruce Armstrong, OSFM*

RIC-UAC Fitting

Bruce provided an explanation of the situation with the RIC-UAC fittings. Bruce concluded that currently, MSA is the sole manufacturer/supplier of SCBA, in the United States, with all NIOSH approvals to include the MSA Quick-Fill extension fitting; ergo, NFPA 1981 compliant. All other manufacturers are not. Dan Rossos, chair of NFPA Technical Committee on Respiratory Protection Equipment, said the installation of MSA Quick-Fil fittings in TrellChem HazMat suits must be restricted to only those teams equipped with MSA brand air-packs as an option and on a volunteer basis.

Eligible MSA equipped teams as follows:

- HM03 - Gresham FD - Multnomah Co
- HM04 - Klamath Co. Fire Dist. 1
- HM05 - Linn/Benton (Albany and Corvallis FD)
- HM07 - Portland Fire & Rescue

As a "works in progress" – NFPA standards will continue to update and SCBA manufacturers will introduce new products and accessories to their emergency services market. It's not unreasonable to assume other manufacturers may follow suit and introduce a version of high-pressure RIC-UAC pass-through bypass fitting for their own product. At such time, OSFM will revisit this issue.

A high-pressure RIC-UAC by-pass is not the only solution to providing auxiliary air supply. All manufacturers offer low-pressure by-pass fittings in their respective brands for use with umbilical air supply or "buddy breather" systems. These will also offered to all teams as an option.

Training Suits

Bruce has sent in the training suit sizes to Trelleborg for the training suits. He will email an update when he has further information for the teams.

2012 Inventory Schedule

Bruce is working on completing inventory for each team. Inventory is scheduled to be completed before the end of May. Teams that need to change their inventory dates should contact Bruce to reschedule.

SensIR Status

The last round of machines have been scheduled for shipment to Smith's Detection for updating. When the updates are complete Smith's Detection will come to Oregon and give regional training to the teams. Date and location are TBD.

M40 Replacement

The M40's are reaching the end of their lifespan. Bruce asked the equipment committee to evaluate whether the M40 should be replaced or eliminated.

Chlorine Gasket Order Status

Bruce asked the teams to check the expiration dates on their chlorine gaskets. Bruce will order replacement gaskets for the teams as needed.

Midland Kit -

Teams need to decide if they would like to purchase a Midlin Kit. At around 5 thousand dollars per kit, this is a relatively expensive purchase that not all of the teams will need. Teams HM04, HM05, HM10, HM8, and HM14 could share kits with surrounding teams. HM02 and HM07 are working to use grant or city funds to purchase their kits.

The equipment committee will no longer be handling the Midlin Kits.

OSFM will create a map of Oregon with the current locations of Midlin Kits and distribute it to the teams.

County Emergency Support Function (ESF # 10) ~ Mariana Ruiz-Temple

Mariana asked teams to review their county's emergency plans. Mark Truax HM11 shared the Clatsop County plan with the group as an example of a county emergency plan in need of an update. Teams were asked to work with their county emergency manager to help them understand the HazMat Teams role. This is a good opportunity for the teams to provide outreach and educate their local emergency planners.

Vigilant Guard Exercise ~ Mariana Ruiz-Temple, OSFM

Reed Godfrey is coordinating the HazMat portion of the Vigilant Guard Exercise. HM09 TVFR, HM05 Albany, and HM13 Salem will be participating along with OSFM IMT, USAR, and the National Guard. The exercise will take place on May 1st.

Fire Bridge HM Ops Packet Demonstration ~ Mariana Ruiz-Temple, OSFM

OSFM is in the final preparation stages for online reporting. Beta testing for the Ops packet module was recently completed. The teams were given a handout with instructions on how to prepare for the transition to online reporting. OSFM will schedule regional training once the Ops packet module is ready to go live. Teams should contact Becky Oberfoell if they have issues logging into Fire Bridge.

At the July meeting there will be a walk through in Fire Bridge on task book reporting and the incident Ops packet entry.

Training ~ Bruce Armstrong, OSFM

Cerex

The team reps had a discussion on additional team training for the Cerex monitors. The group recommended that the teams would benefit from the training. OSFM will begin working with Cerex to set up a regional training.

Bruce is still looking for feedback on the Cerex user manual. Team members that have comments should send them to Bruce.

The group had a discussion on purchasing a secondary operating device for the Cerex monitors. The equipment committee was tasked with researching and providing the group with recommendations on options for secondary operating devices.

Trellborg Suits

Bruce has CD's with Craig Waldron's presentation on Trelleborg suits from the HazMat Conference. He will mail them out to each of the teams.

PEAC

Bruce and Jamie are working with PEAC to bring in a webinar training for the teams. Jamie will send out information to the teams once the training date has been set.

Task Book

The new task book cycle began in January 2012. Teams were reminded that they should be using Fire Bridge for their task book reporting. HMEP grant funds will cover the costs of task book training this year. OSFM is looking into holding task book training in September in Redmond.

Prop Trailer Check in/out list - *Forrest Chambers, HM02 Eugene*

Jamie Kometz and Forrest chambers created an inventory form for the prop trailer. Inventory should be completed when a team gets the trailer and again before returning it. Forrest will email the form to the team reps.

Standard Operating Guide Review

SOG-T021 Level A and PPE Acquisition

Update on Research for White Powder SOG

General SOG Overview ~ OSFM

Jamie handed out a sheet detailing the status of all SOG's. Due to time constraints, all SOG review will be moved to the July meeting.

Incident Review -

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

Due to time limitations, all agenda items not covered will be moved to the July meeting.

Adjourned - 2:55pm

TTAC/TAG Action Items – April 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	Invite Greg Ek-Collins to next TTAC/TAG mtg	MRT	04/11/12	
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	Send out Team budget update quarterly	Jamie		
23	Trelleborg CD mailed to teams	Becky	04/11/12	
24	Aging resource library	Boughey		
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	Email to team on PEAC training	Bruce	04/11/12	
30	Midlin Kit map	Becky	04/11/12	
	Committees			
31	Evaluate/Revise Task book	Training	01/11/12	
32	Create check in/out form for prop trailer		01/11/12	
33	Look into PID replacement	Equipment	01/11/12	
34	Invite SURFP to next meeting	Jamie	04/11/12	
35				
36	List of ODOT managers w/contact info	Ek-Collins	04/11/12	
37	Send out info on OERS report	MRT	04/11/12	
38	Cerex factory contact info	Forrest	04/11/12	
39	Invite DPDDT rep for A&O task book	ERU	04/11/12	

