

**Fire Protection EFCOG Task Group**  
**Meeting Minutes**  
**4/29/2003**  
**Amarillo, Texas**

A meeting of the EFCOG Fire Protection Task Group was conducted on 4/29/2003 from 1845 until approximately 2045 hours Central Time with Fire Protection personnel from Department of Energy (DOE) sites across the country. A list of the personnel who participated in the meeting is shown in Attachment 1.

The agenda for the meeting is shown in Attachment 2.

The meeting started a little early at the request of some who had participated in the DOE Fire Safety Committee meeting that was held immediately prior to the EFCOG Task Team meeting. Not shown on the list of participants were several DOE personnel who requested that they be allowed to sit in on the meeting.

The meeting was held in the same auditorium that the Fire Safety Workshop presentations were held. As a side note, the conference was well organized and, I thought, the auditorium was a good facility in which to hold the meeting.

Following is a recap of the agenda items covered:

**I Introduction of Attendees**

Everyone was asked to introduce themselves.

**II Agenda Items**

The agenda was reviewed to determine if anyone had any additions or deletions.

The first issue that was discussed was how best to handle the issues that the Task Group wanted to address. A proposal was made and accepted that we use small ad hoc task teams to develop proposals for an issue that would then be presented to the full Task Team. It was also decided that Task Group would not address more than 3 – 4 issues at a time to avoid getting “bogged down”.

A reminder of the purpose of the Fire Protection Task Group was discussed. The main purpose is to identify opportunities to become more cost effective in the implementation of fire protection programs across the DOE complex.

After it was decided how the Task Group would address issues, discussion began on issues that were on the agenda and others which were of interest to the group. Each of the issues listed on the agenda was covered to varying degrees. Four issues were added during the discussion. They were (names in parenthesis are the people who either brought up the issue or were most interested in it):

- (1) How do we calculate MPFL? (Peter Feng/Jane Lataille)
- (2) How do we address the requirement for redundant fire protection systems? (Bob Bitter)
- (3) Who should be the AHJ for Equivalencies (at SRS the contractor has been delegated that role)? Suggestion was made to submit a change to the DOE Order to allow contractors to act as the AHJ for Equivalencies.
- (4) Should we submit recommendations for changes to the DOE Order since it is currently undergoing revision?

After the discussion of each issue, it was decided that four would be pursued at this time. In addition, volunteers were solicited to lead or participate on an ad hoc task team for each issue.

Additional volunteers are still needed to participate on the ad hoc task teams and to lead one. The issues and personnel who indicated an interest in either leading the task team or participate were:

- (1) Benchmarking of Staffing Levels – Peter Feng (lead) and Bob Bitter
- (2) Calculating MPFL – Jane Lataille (lead)
- (3) Reliability Centered Maintenance – Dave Kuzmeskus (lead) and Steve Thorne
- (4) Proposed Changes to DOE Order 420.1A – No leads identified

It was suggested that each ad hoc task team develop a written scope of work to define what the team would be addressing. The Task Team as a whole could then review and provide input to ensure that the issue is understood and the scope is adequate.

#### **IV. Around the Table**

The meeting was concluded after everyone present was given an opportunity to ask questions or provide additional comments.

**Attachment 1**  
**EFCOG Meeting Participants**

<b>Name</b>	<b>Location</b>
Steve Thorne	INEEL
Brian Stone	ANP
Charles McKnight	WTP Hanford
Bob Bitter	Kansas City
Peter Feng	Sandia
James Naylor	Savannah River Site
Richard Lewis	Savannah River Site
Jeff Hancock	Pantex
Jane Lataille	LANL
John Jensen	BWXT Idaho
David Kuzmeskus	Savannah River Site

## **Attachment 2 Meeting Agenda**

EFCOG Fire Protection Task Group  
Meeting Agenda  
4/29/2003  
7 PM – 9 PM  
Amarillo College  
Business and Industry Center Auditorium

- 7:00 Introduction of Attendees – Around the Table
- 7:05 Review/Revision of Agenda  
Will need to determine which topics to discuss due to limited time.
- 7:10 Agenda Items – Each item will be discussed to the extent necessary

### Task Group Organization

- Ad hoc Task Teams to Address Specific Issues  
How do we want to organize? Small task teams on specific topics bringing recommendation back to main committee? Do they meet separately?
- Communications – Email, Teleconference, Newsletters, WebPage
- How do we want to deal with DOE on issues? Headquarters or local? How do we keep them involved with our issues from a complex wide standpoint?
- Teleconferences – Frequency, Other discussion
- Meetings – Frequency, Need

Review of topics and addition/deletion from agenda

Discussion on which topics should be pursued via ad hoc task teams or other means

- DNFSB 2000-2 Recommendations
- Reliability Centered Maintenance – DOD Document
- Equivalencies/Exemptions Sharing Information
- FHA Format
- D&D Fire Program
- Commercial Practices Approach to Testing
- Benchmarking Staffing Levels

- 8:45 Questions/Around the Table
- 9:00 Adjourn