



**Energy Facility Contractors Group (EFCOG)  
Integrated Safety Management (ISM) Working Group**

---

**Conference Call Minutes  
Thursday, August 19, 2004**

***Participants***

- Joe Yanek, WSRC, Chair, ISM WG
- Hans Vogel, ORNL, ISM WG Vice Chair
- Barbara Hargis, LANL, Chair, Occupational Safety and Health SG
- Susan Kimmerly, BJ-OR, Chair, Feedback and Improvement SG
- Susi Jackson, LLNL, Secretary, ISM WG
- Rex Beach, LLNL, Vice Chair, Feedback & Improvement SG
- Carl Ostenak, LANL, Co-Lead, Integrated Management Task Team
- Howard Hatayama, NLIC Liaison
- Ed Yatsko, WSRC

***Opening Remarks***

Joe Yanek opened the conference call, welcomed all participants and proceeded to cover some key issues from the Executive Directors/Working Group Chair Meeting in Washington DC. Some of the major items/areas are as follows:

***General Meeting Comments***

Mr. Pedde provided a status on the ISM WG to the other Directors.

The CFO provided a briefing on the Budget for FY05. When Congress is back in session he believes their focus will be on the 9-11 report versus appropriation bills. Funding for FY05 appears to be heading towards a continuing resolution until January 05 with no escalation included for inflation.

Frank Russo, DOE HQ, gave the EH-1 briefing. Frank stated that he was disappointed in the progress being made on electrical safety. Based on information provided from a meeting in Nevada, lot of workers did not know about Deputy Secretary's initiative on electrical safety. Word is not getting down to the workers. Mr. Russo provided a presentation and statistical data. Joe Yanek requested Tim Carter to assist Barbara Hargis with the issue. Joe stated that he will forward Mr. Russo's presentation to all Working Group Chairs and Vice Chairs.

Ted Sherry, Y-12 Site Office, has been detailed to HQ DOE to work on the response to the DNFSB 2004-1 recommendation. Teams have been formed to prepare a response. DOE asked the EFCOG Executive Directors to participate on a RED Team which will be lead by the Deputy Administrator, NNSA, Mr. Jerry Paul. Other team members include Bob Pedde, Pam Horning and Tom Gioconda. Their objective is to provide a credible product.



**Energy Facility Contractors Group (EFCOG)  
Integrated Safety Management (ISM) Working Group**

---

Howard Hatayama asked Joe if the Working Group or contractors will be able to provide comments on the response to the DNFSB 2004-01 recommendation. Joe stated that he will take it up with Ted and he had no specifics but there are no contractors on the internal DOE teams.

Tim Carter, FH, has been assigned as the 1<sup>st</sup> Vice Chair of the ISM Working Group. Hans Vogel, ORNL, has agreed to continue on as the 2<sup>nd</sup> Vice Chair.

Rex Beach, LLNL, has been assigned as the Vice Chair for the Feedback and Improvement Subgroup.

The Working Group is still looking for someone to fill the positions as Secretary for both the Feedback and Improvement and Environmental Subgroups.

The WG continues to provide support to EH-3 for resolution of QA Issues. Also, there is a concern that DOE has lost its technical capability to conduct ORRs. Ray Hardwick, DOE HQ, EH-2, has requested a working session in Albuquerque during our November meeting.

Joe went over room requirements for the November meeting and informed all subgroups to provide their requirements to Ed Yatsko so we can get all arrangements finalized and begin registration.

### ***Working Group Items***

**Occupational Safety and Health** – Barbara Hargis – Joe requested that the VPP recommendations be back from review by 8/30/04. He also requested that Tim Carter assist the subgroup with the electrical safety issue. Barbara mentioned that there was a memo put out by NNSA to each site stating that they would have to develop an electrical safety plan within 60 days. Joe said he would send out the Russo slides. Joe also said that the BBS issue needs to be completed by 9/30/04.

**Feedback and Improvement** – Rex Beach – Joe stated that he and John Longenecker have an action to provide a white paper on moving to an Review-Based culture for Performance Improvement. This needs to go to the Executive Directors in September and be completed by October 31, 2004. Joe also said that the draft of the Effectiveness Review and Performance Analysis needs to go out to the other Working Groups by the end of October and a final product needs to be available for the Executive Directors meeting in November or December 2004.

**Quality Assurance** – Roy Lebel – Joe stated that the QA subgroup is authorized to move forward with the Supplier Evaluation/Qualification initiatives. Joe stated that there will be a team meeting in ORNL and asked Hans Vogel to check on the status. The QA subgroup needs to have this completed by the end of September and available for the WG and EFCOG company review by the end of October. He also stated that there will be a work activity room set aside at the November meeting for the task team to work on this action.



**Energy Facility Contractors Group (EFCOG)  
Integrated Safety Management (ISM) Working Group**

---

**Environmental** - Joe stated that he had a meeting with Andy Lawrence, EH-4. During their discussion, six key environmental areas were identified that they would like us (Environmental Subgroup) to work on. Joe also requested participation of more Environmental Managers in the Environmental Subgroup. The six key issues were:

- Environmental Management System Implementation
- Pollution Prevention (P2)
- “Green Procurement” Initiative
- President’s Management Council
- Use of Alternative Dispute Resolution (ADR) Techniques
- Material Release Criteria

**Feedback & Improvement** – Susan Kimmerly - Joe requested that they need to come to closure on comments on the Operating Experience Review by Monday, 8/30/04. All changes will be faxed to Susan Kimmerly.

The conference call ended at 12:00 PM EST.