



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

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**Conference Call Minutes  
Thursday, June 24, 2004**

***Participants***

- Joe Yanek, WSRC, Chair, ISM WG
- Hans Vogel, ORNL, ISM WG Vice Chair
- Barbara Hargis, LANL, Chair, Occupational Safety and Health SG
- Gregory Perking, FH, Vice Chair, Occupational Safety and Health SG
- Susan Kimmerly, BJ-OR, Chair, Feedback and Improvement SG
- Susi Jackson, LLNL, Secretary, ISM WG
- John Irving, BBWI, Chair, Environmental SG
- Alice Ikenberry, PNNL, Vice Chair, Environmental SG
- Roy Lebel, BNL, Chair, Quality Assurance SG
- Carl Ostenak, LANL, Co-Lead, Integrated Management Task Team
- Bill Luce, WSRC, Team Lead PAAA WG
- 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:

- 6 Top Issues and Actions from the WG Strategic Planning Meeting were discussed and included:
  - Increasing the frequency of face-to-face meetings of WG chairs.
  - In conjunction with WG Chair meetings, scheduling a session with DOE sponsor, WG Chair and Sponsoring Director.
  - Establishing and implementing a WG annual planning process that relates DOE Management Challenges, EFCOG Critical Few, and member company priorities to ongoing and planned WG activities.
  - Establishing a mentoring process for all new WG chairs/leadership. Assigning current WG chairs as mentors.
  - Establishing a mentoring network of Subject Matter Experts for companies to use for implementation of significant EFCOG projects/products.
  - Soliciting “what’s important” from all member companies as inputs to Critical Few, Working Group tasks, etc.
- Overall DOE participation and support for EFCOG as a single contractor group has increased, and, contractor membership in EFCOG has now exceeded 40 companies.
- EFCOG plans to use a Project Planning process similar to the one used by the ISM WG across all of the organizations activities.



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- Realignment of Working Groups continues with the establishment of an Infrastructure Working Group and the realignment of the Maintenance Working as a Subgroup to the Infrastructure WG. The Energy Efficiency WG will continue to be a WG but will meet concurrent with Infrastructure to ensure effective horizontal integration of tasks.
- The ISM WG can claim victory on the IM Task Team. The Task Team provided the necessary focus on integrating not only ISSM but also the bigger view of management systems in general. The path forward is for the Task Team to write a white paper documenting their results and recommendations. The White Paper that will be posted on the ISM WG Web Page and will be provided as an input to on-going activities under the Governance initiative or a new task to address NNSA's Line Oversight/Contractor Assurance System (LOCAS) initiative.
- Carl Ostenak, LANL, has been designated by EFCOG as the point person for the organization to the Director of Security, DOE HQ Security Team, OA-1. Carl, leveraging his background on ISSM, will be providing EFCOG's perspective on new DOE security initiatives and future program changes.
- The Executive Directors agreed that the Working Group should retain a focus on Integrated Safety Management and concurred with reinstating ISM as the title of the WG.
- DOE is continuing to have significant Electrical Safety Incidents. Joe requested the Occupational Safety and Health Subgroup's (Barbara Hargis, Chair) Industrial Safety Task Group to look at DOE's Electrical Safety performance and develop 3 to 5 significant recommendations, based on current electrical safety incidents, which EFCOG members could implement to improve the overall electrical safety performance of the complex. The draft recommendations are due by July 15, 2004. Recommendations will be reviewed by the EFCOG Executive Directors and forwarded to member companies for voluntary implementation. This task was a direct request to EFCOG from DOE HQ.

***General Meeting Comments***

- John Conway, DNFSB gave a presentation with the following key issues discussed:
  - DOE's proposed Worker Safety Rule.
  - Reinforced that ISM continues to be viewed as the cornerstone for safety performance.
  - Discussed the recently issued DNFSB Recommendation 2004-1.
  - Identified DOE's capability to conduct ORR's as a potential future issue based on resource availability.
- Dan Glen was identified as having been named as the NNSA's Chief Defense Nuclear Safety Officer.



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***Working Group Items***

- Ensure the Industrial Safety Task Group completes their assigned action to provide a proposed recommendation to address the issue of VPP Star Status removal.
- Notify Feedback/Improvement's Task Team that their action to develop proposed guidance on the performance of Effectiveness Reviews has been flagged as a high priority action item with a draft to be provided by August 15, 2004.
- Notify Feedback/Improvement's Task Team that is working on developing Performance Analysis guidance that the task's priority has been escalated and a draft document has been requested to be provided by August 15, 2004. This product will need to be coordinated with the PAAA WG as a crosscutting initiative. Bill Luce, Chair of the PAAA WG's strategic planning committee will serve as the liaison person for the task with their WG.
- Comments to the proposed DOE standard for Operating Experience Reviews need to be finalized. Action: Feedback & Improvement Subgroup.
- Within the QA Subgroup, the Supplier Evaluation and Qualification initiative has been identified as a priority action within EFCOG. Based on progress made through July, if the strategic path forward/issues and implementation recommendations are developed, the initiative will be put it on the Executive Director's meeting agenda for August in Washington.
- It was noted that Able Garcia would be stepping down as Chair of the Price Anderson Amendments Act (PAAA) Working Group during the next six months. Leadership for the PAAA WG will be transitioned to two co-chairs, one representing EM and one NNSA contractors, and a Chair of the WG's Strategic Planing/Executive Committee. This structure was determined to be appropriate to ensure issues identified by DOE HQ's Office of PAAA Enforcement continue to be effectively addressed.
- Subgroup Chairs need to make sure all meeting/conference call minutes are provided to Ed Yatsko for posting on the website.
- Planning for the November WG Meeting in Albuquerque should be underway by all SG's. Please work directly with Ed Yatsko to finalize your group's meeting plans. Additional concurrent meetings of new task teams are currently being planned for November. This will include a new Task Team on ORPS, and a continuation of the Performance Analysis meetings recently held in Atlanta under the EFCOG ISM WG's and DOE HQ EH sponsorship.

The conference call ended at 4 PM EST.