



Security Working Group Meeting Minutes June 27 – 28, 2007

Attendees

Jimmie Mulkey, Chair SWG, Y-12
Obie Amacker, Vice-Chair SWG, PNNL
Mike Bebon, EFCOG Sponsor, BSA Brookhaven National Lab
Judy Johns, Y-12
Joe Riddle, Washington Savannah River Co.
Manny Monge, Burns & Roe
Larry Brede, WSI
Issac Simmons, Battelle Protective Force, INL
John Amabile, BSA Brookhaven National Lab
Reuben MGilvary, BW&T Pantex
Greg Floyd, Washington Savannah River Co.
Martha Thompson, DOE/HQ, HS-40 Office of Enforcement

The EFCOG security working group (SWG) held a meeting in the DOE Forrestal building, Washington D. C. June the 27 and 28, 2007. The purpose of the meeting was to reengage the security professional across the complex in support of security areas of interest identified by the SWG and the DOE sponsors.

The meeting was well attended by the SWG Sponsor, Mike Bebon (BNL), the Chair, the Vice Chair, Obie Amacker (PNNL) and the Safeguards and Security Subgroup Chair, Judy Johns (Y-12) and representatives from SRS, Pantex, Y-12, PNNL, BNL, Burns & Roe, Areva, INL, Wackenhut Services Inc. , and DOE Hq. A more vigorous effort will occur during the coming Quarter to engage additional members from across the complex for attendance at the next scheduled meeting, and for support of the task groups identified below. The next tentatively scheduled meeting is September 2007.

The DOE Sponsors, Mr. Glenn Podonsky, DOE Chief Health, Safety and Security Officer and Mr. Bill Desmond NNSA Associate Administrator, opened the meeting by addressing the items of importance to them. They spoke encouraging and supportive for the EFCOG initiatives and concepts but very strongly address the need for the Security Working Group to accomplish meaningful and significant results within a reasonable time frame. They also stressed the continuing need for excellence in the Security, Health, and Safety areas and noted that the Secretary and Deputy Secretary of Energy would be devoting more time to these areas in the coming year.

The SWG addressed six specific topics which would be the focus of the groups effort. Following a prioritization exercise, the results in order were:

- Implementation of the Topical Report on Safety and Security Interface (lead- Kevin Carroll, Y-12)
- Security Metrics (lead- Reuben McGilvary, Pantex)
- Pro-Force injury rates (Lead- Larry Brede, WSI)



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- Security Culture (lead - Isaac Simmons INL, Protective Force)
- Peer Review (Lead - Obie Amacker, PNNL)
- Process Control Cyber Security (Lead - Joe Riddle, SRS)

Each of the areas has an identified task lead which will develop a scope and schedule along with establishing a team to support the effort. With the Sponsor, Chair and subsequently the board's concurrence the SWG will commit to complete the first three items with an identified schedule. The remaining three, directed by the identified leads, will continue to develop schedule, scope and team members, although not committing to completion at this time. The recommendation and path forward will be presented to the other working group chairs during the working group chairs annual meeting to be held in August, 2007.

Post meeting note. The SWG organization structure is being expanded. Joe Riddle of SRS has volunteered to serve as the SWG Secretary and the position has been agreed to by the Chair, Vice Chair and Sub Group Chair for Safeguards and Security. Joe's responsibilities are as defined in the SWG Charter and the EFCOG Executive Council and Working Group Manual.

Jim Mulkey, Y-12
EFCOG Security Working Group Chair

Fjr

Att.
Notes & Draft Visio Diagram



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NOTES Page 1-13 from SWG June 27-28 Meeting, Forrestal Building, Washington DC

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<u>Topics</u>	<u>Lead</u>	<u>Priorities</u>	<u>Sponsors</u>
Metric	Ruben	1	?
ProForce	Larry	2	?
Peer Review	Obie (PNL)	4	?
Security Culture	Issac	3	?
Process Control	Joe	5	?
Lessons Learned	Judy	6	?

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Metric

- failure type
- success types
- normalize
- past history (Sam Calahan and Jim Rackstraw) *10 CFR 824
 - challenge Response from sites
 - what do we get now
 (Peer reviewed)
 - Contractor Assurance
 - conflict of interest

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Proforce Injury Rate (Risk involved)

- What is important now
- NSIE (work with support)
- EFCOG safety/ISM
- other fed and industry stds
- reporting Mechanism (local and Hq)
- how do you reduce injury rate

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Peer review

- Follow PAAA method.
 - interaction (model) share report and request team review
- Proactive.
 - inspection readiness and self identification *reactive *NWC-IC Code Blue
- coordination with other working groups
 - review program for improvement of your current program
 - review methodology

Metric relationship



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Process control

- NIST - 800- 82
 - Out for comment
 - DOE known risk

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Lessons Learned "root cause"

- existing lessons learned
 - safety reporting/roundtable
- security (classified data/repositories)
 - not a tool
 - how to change
 - complex wide
 - security focused - categorized
- central point for integrating and distribution *wait for DNS Program at LANL to get implemented

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ProForce Injuries (Process Outline)

- Inform other stakeholders about the initiative and establish a project timeline
- Collect what's out there that works
- What does Hq collect and use now
- Keep sponsors informed real time
- Research and analysis (normalize)
- Feedback. - buy-in from other stakeholders (NSIE, etc)
- Adjust as needed. Benchmark
- Pilot program/site
- Present product to sponsors (standardized format - dashboard stoplight chart, etc)

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Basis for whitepaper process development

1. Initiative project (Problem statement, goals, and timeline)
2. inform other stakeholders
 - Podonsky HSS/POC
 - Desmond NA 70 POC
 - Walsh POC
 - McConnel/Chip Langdon POC
 - NSIE, NLIC, SLCCC, NWC-IC
 - Other EFCOG WG's (clear letter with clear objectives). Mulkey
 - develop flow chart
3. Collect what's out there:



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- including historical and current reporting (both local and to Hq)
 - determine if these are useful if not why and do they have a recommendation
- HQ guidance
 - Requirements Local site office Contract requirements *how is the data utilized

3.5 What does HQ collect

- what do you get now
- is it useful
- needs?

4. keep sponsors informed real time

- provide consistent updates - POC Interactions
- Status reports
 - ▣ Teams and Meetings chaired by heroes (task team leaders)

5. Research and Analysis

- gap analysis
- draft Product
 - benchmark
 - pilot
 - tweak/adjust/refine
 - final product

6. implementation Recommendation

7. Feedback/buy-in from Stakeholders

8. present product to sponsor

- roundtable forum
- standardized format

9. Adjust/tweak

10. Create implementation Plan

10.5 Define task closure

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Actions

- Next SWG (Sept/Oct)
- Thank you letters to Podonsky and Desmond (Mike) *sub-chair meeting 16th could be phone conference call (Johns/Brady/Ruben) *NSIE briefing. (Obie/Larry)
- 413 std progress report August EFCOG Meeting (Podonsky/Desmond- Mulkey)
- August Meeting in DC (Board - Mulkey/Obie)
- SWG Web-page population (Mulkey)



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