



SASIG Conference Call

February 14, 2008

Participants:

Anderson, Valerie, ORISE
Braswell, Chet, Hanford
Cook, Rhonda, SRS
Cross, Nancy, Y-12
Czebotar, Ann, PNNL
Gallion, Mary, HS-71
George, Anthony, NNSA KCSO
Grames, Dawn, Pantex
Holbrook, Christina, Boeing Company
Jowers, Don, SRSO

Inskeep, Kristine, INL
Jenks, Joyce, DOE Idaho
O'Conner, Marrine, SRSO
Oelrich, Kent, LLNL
Scheller, Gloria, Pantex
Spargur, Jill, RL
Swiger, Brenda, HS-1.31
VanAcker, Debbie, BPA
Willis, Carmen, Y-12
Womble, Sandy, ORISE
Wyatt, Louise, ORISE

Opening

Welcome

Kristine Inskeep, Steering Committee Chair, welcomed callers. She said there was much new information about the 2008 SASIG Workshop to discuss. Valerie Anderson also welcomed new callers and others who had not been able to dial in on recent calls. Valerie thanked Kristine and Joyce Jenks of the DOE Idaho Operations Office for their considerable efforts in planning this workshop.

2008 SASIG Workshop and Meetings

ORISE Registration

Valerie said that the registration form would be posted on the SASIG Website today. Go to <http://www.ora.gov/sasig>, Annual Workshop, to pull up the registration form and to read about all events, including the workshop and meetings, ice-breaker, and site tour. A tentative agenda for the workshop has been posted. There is no fee to attend the workshop, but you must register with ORISE by April 4, 2008.

INL Site Requirements

Kristine said that meeting arrangements at the INL facility have been finalized. For unescorted access to the site, workshop participants are required to complete INL's Visitor Access Training. Those registering must contact Kristine at 208-526-0715 to request access to this training (this contact information is on the registration form). She needs your name, SSN, and e-mail address to send you the location of the on-line training module. For security reasons, do not send your SSN via e-mail. Plan to bring your DOE badge to the workshop. However, if you do not have a standard badge, Kristine can issue you a temporary badge to wear on site.

Conference Hotel

ORISE has signed a contract with the Le Ritz Hotel and Suites in Idaho Falls. The hotel's location is convenient to the INL and restaurants. The Government rate of \$70/day plus tax is available, and for an extra \$10/day, you may request a room with a river view. We have reserved a block of rooms for Monday, Tuesday, and Wednesday, April 28 – 30, and are also setting aside a few rooms for Sunday and Thursday nights. Attendees are responsible for their own hotel reservations.

Workshop Theme

The Steering Committee has voted on a theme for the 2008 Workshop and Meetings. Our theme is: "Today's Awareness Is Tomorrow's Security." We want to be able to promote the idea that awareness leads to future security. Thanks to all who submitted a theme for consideration.

Workshop Topics/Speakers

We have confirmed a keynote speaker, Ronald Olive, Counterintelligence Officer at the CI Training Academy, DOE National Training Center. We are pleased that Mr. Olive will be with us to kick off our workshop. He will be talking about the breakdown of security drawn from the Jonathan Pollard investigation.

See the draft agenda on the Website for other speakers/presentations. Our workshop will include a panel discussion of Office of Independent Oversight (OIO) audit activity. We have invited a representative(s) from HS-61 to serve on the panel, and we'll invite participants from sites/facilities that have undergone a recent OIO audit. We want workshop attendees to have a better understanding of how to prepare for a HQ audit. One substitute presentation was discussed: instead of West Nile Virus by the Centers for Disease Control and Prevention, we will pursue Disaster Preparedness. This may be presented by the CDC or Homeland Security, or another organization TBD.

TRADEing Post

Kristine encouraged sites to consider bringing a floor or tabletop exhibit and, as funding allows, security-related items to hand-out at TRADEing Post. Materials about your site's awareness program are most welcome and, in particular, any products such as briefings on CDs. Our attendees look forward to visiting the various displays and taking away information they can use in their programs. We need your participation to make this a success! Kristine said she would have a few display forms to loan for your exhibit. Contact Kristine if you would like to borrow one of INL's tabletop or floor display units. Set-up of displays is scheduled for Monday, April 28, between 5:00 and 7:00 pm.

Safeguards and Security Awareness Quality Panel (SSAQP)

Members making up the SSAQP (SASIG Steering Committee) will meet Monday afternoon, April 28, from 2:00 to 5:00 pm at the LeRitz Hotel. The SASIG has reserved a conference room for this meeting. Mary Gallion, HS-71, will chair the quality panel and will report on the discussion of S&S Awareness Program policy at our workshop. Mary said she should have more information to share about what HQ is expecting from "policy panels," based on a memo coming out soon from Glenn Podonsky, Chief Health, Safety, and Security Officer (HS-1).

SASIG Steering Committee Meeting

The SASIG Steering Committee will meet Thursday, May 1, after the INL site tour. Lunch will be provided at the meeting. Those planning to attend must sign up using our online registration form.

Applications for the Steering Committee

We encourage interested members to apply for Steering Committee membership by completing the nomination form on the SASIG Website, available under the Steering Committee menu (members may self-nominate or submit another person's name). New members are elected during the Steering Committee meeting that follows the workshop. If you have participated in past workshops, monthly SASIG calls, and would like to serve on this committee (we are seeking more representation from sites), please consider applying. Membership criteria is on the Website. Our charter currently does not place a limit on the number of members, who serve for a three-year term and are eligible to apply for a follow-on term. We plan to have copies of the application at the workshop for interested members to fill out. The SC will be discussing whether a letter of management support would continue to be required.

Ice-Breaker

A pre-workshop reception will be held at the Museum of Idaho (located near the hotel). Sponsors for this event are the DOE Idaho Operations Security Awareness Program and Battelle Energy Alliance, LLC. All workshop attendees are invited but are asked to sign-up using the online Registration form. See the SASIG Website for more about the Museum and its exhibits. Participants will have time to browse the exhibits, and food will be adequate for an evening meal.

Site Tour

A tour of the selected parts of the INL is scheduled for Thursday morning, May 1. Participants will be picked up at the hotel at 8:00 am and transported to the site. Please sign up for the tour using the online Registration. If you are bringing a guest, advance paperwork is required for your guest. Contact kristine.inskeep@inl.gov for information.

Other Discussion

HSPD-12

A member asked what sites are doing to prepare for the re-badging efforts for HSPD-12. If your site has developed any products, such as posters, bulletins, brochures, etc., please consider sharing these at the workshop's TRADEing Post. We will have an HSPD-12 presentation during the workshop.

Refresher Briefing for Off-Site Personnel

A revised (December '07) briefing can be accessed under S&S Awareness Program Resources - Briefings, or click on the "What's New" button on main menu. A copy of this briefing in MSWord format can be requested by sending an e-mail to Louise Wyatt, louise.wyatt@orise.orau.gov. Site-specific information can then be added to the briefing using this document.

Next Call

The next Steering Committee conference call will be Thursday, March 20, at 1:00 pm EST. The call-in number is 202-287-1347.