

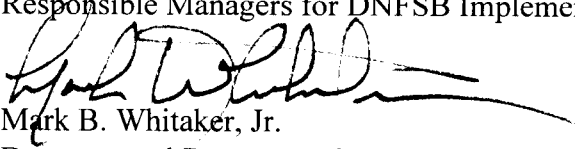


Department of Energy

Washington, DC 20585

August 7, 1998

Memorandum For: DNFSB Points of Contact
Responsible Managers for DNFSB Implementation Plans

From: 
Mark B. Whitaker, Jr.
Departmental Representative to the
Defense Nuclear Facilities Safety Board (DOE S-3.1)

Subject: DNFSB INTERFACE WORKSHOP - OCTOBER 8, 1998

I am pleased to invite you to attend the Department's annual DNFSB Interface Workshop on October 8, 1998, in Washington, D.C. at DOE Headquarters. The purpose of this workshop is to exchange information and to share experiences for effectively resolving safety issues raised by the Board. The workshop will review interface policies and practices, Department initiatives in response to key Board issues, interface tools and infrastructure, and lessons learned for effective interfacing. The workshop agenda is attached.

This workshop is designed as an intensive one-day session with a full agenda. Please make your travel arrangements accordingly. Personnel from my office will be available on the day following the workshop for additional discussion and for visits to Board facilities as desired.

We are reserving a block of rooms at a local hotel and will provide further details on how to transfer one of these reservations into your name. Please let us know who and how many to expect for the workshop by contacting Josephine Ahsam (202/586-5128) of my staff by September 24, 1998.

I believe you will find this workshop well worth the investment of your time. I look forward to seeing each of you. If you need further information on the workshop, please contact me at 202/586-3887, or Ted Wyka (202/586-5128) of my staff.

cc:

Field Office Managers
Headquarters Program Office Managers
John Conway, Chairman, DNFSB

Whitaker to Distribution
August 7, 1998

Field Office Managers

Bruce Twining, DOE-AL
Steve Goodrum, DOE-AAO
Mike Zamorski, DOE-KAO
David Gurula, DOE-LAAO
John Kennedy, DOE-CH
John Wilczynski, DOE-ID
Gerry Johnson, DOE-NV
Jim Hall, DOE-OR
Jim Turner, DOE-OAK
Leah Dever, DOE-OH
John Wagoner, DOE-RL
Jessie Roberson, DOE-RF
Greg Rudy, DOE-SR

Field Office Points of Contact
for DNFSB Issues

Pat Higgins, Albuquerque
Dan Pellegrino, Albuquerque
Robert Brock, Amarillo
Bob French, Amarillo
Kent Hunter, Carlsbad
Pat Hoopes, Kansas City
Karol Turner, Kansas City
John Myers, Kirtland/Sandia
Tom Blejwas, Kirtland/Sandia
Dick Steele, Kirtland/Sandia
Dan Glenn, Los Alamos
Rudy Valdez, Los Alamos
Mary Rosenthal, Los Alamos NL
Mike Flanagan, Chicago
Dave Kozlowski, Fernald
Wally Quaid, Fernald
Steve Somers, Idaho
John Hobbs, Idaho
Steve Morreale, Idaho
Scott Traeger, Nevada
Connie Barricks, Nevada
Ed Ballard, Oakland
Doug Eddy, Oakland
Abel Garcia, Lawrence Livermore
Anthony Boegel, Lawrence
Livermore
Garry Holman, Lawrence Livermore
Martin, McBride, Oak Ridge
Tyronne Harris, Oak Ridge

Field Office Points of Contact
for DNFSB Issues (Cont.)

Sarah Hartson, Oak Ridge
David Wall, Oak Ridge
Dan Hoag, Oak Ridge
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Janice Scherer, Miamisburg
Allison Wright, Richland
Shivaji Seth, Richland
Dave Roha, Richland
Lola Morgan, Richland
Emily Irwin, Richland
Janell Hales, Richland/Fluor Daniel
Dero Sargent, Rocky Flats
Doug Smith, Rocky Flats
Amy Poston, Savannah River
Rick Provencher, West Valley

Responsible Managers for
Implementation Plans

Robin Staffin (97-2)
Mike Thompson (97-2)
Dennis Cabrilla (97-2)
John Tseng (97-1, 94-1)
Hoyt Johnson (97-1)
Roy Schepens (96-1)
Bill Spader (96-1)
Dick Crowe (95-2)
Dan Giessing (95-1)
Ched Bradley (95-1)
Dick Black (94-5)
Phil Aiken (94-4)
Mike McCormick (94-3)
Patty Bubar (94-3)
Martin Letourneau (94-2)
Carl Sink (94-1)
Ray Ferry (93-6)
Martin Schoenbauer (93-6)
Ken Lang (93-5, 92-4)
Pat Byrns (93-5, 92-4)
Dave Roth (93-3)
Tom Evans (93-3)
Steve Richardson (93-3)
Mike Mitchell (93-1)
Alan Ellif (92-4)

Headquarters Program Offices

Ellen Livingston, S-1
John Angell, CP-1
BG Tom Gioconda, DP-2
Vic Stello, DP-3
Robin Staffin, DP-10
Gene Ives, DP-20
David Leclair, DP-40
Peter Brush, EH-1
Glenn Podonsky, EH-2
Orin Pearson, EH-3
Ray Berube, EH-4
Joe Fitzgerald, EH-5
Geoff Judge, EH-7
Jim Owendoff, EM-1
Mark Frei, EM-30
Joe Fiore, EH-40
Dave Huizenga, EM-60
Gene Schmitt, EM-70
Charlie Billups, ER-8
Craig Zamuda, FE-6
Tom Todd, FM-1
Frank Peters, FM-1
Tom Tamura, HR-1
Tim Dirks, HR-2
Howard Canter, MD-1
Dan Giessing, NE-2

Program Office Points of
Contact

for DNFSB Issues

Emil Morrow, DP-3
Earl Hughes, EH-3
Carol Peabody, EM-4
Kim Ringley, EM-4
Joe Hassenfeldt, FM-10
Larry Miller, NE-40

DNFSB/DOE Interface Workshop

Agenda

Forrestal 7E-069

- 8:00 - 8:15 • Welcome
- 8:15 - 10:00 • Interface Processes
Overview of key points for effectively interfacing with the Board, including review of the Board enabling legislation, Board policy statements, Board structure and staffing, Department Interface Manual, key operational memos and recent initiatives, the process for Board Review of Safety-related Directives, lessons learned for coordinating meetings/site visits, lessons learned on closing Board issues and recommendations, and periodic Department/Board interface activities.
- 10:00 - 10:15 Break
- 10:15 - 12:00 • Department Initiatives on Key Board-Related Issues
Review of the current strategy and status, and future plans and expectations for ongoing Department initiatives related to significant Board-related issues, such as funding of cross organization commitments, implementing integrated safety management, improving technical capabilities of Federal personnel, and stabilizing nuclear materials to reduce risk.
- 12:00 - 1:00 Lunch
- 1:00 - 2:00 • Tools to Support Effective Interfacing
Overview of tools and resources to be used for effective interfacing with the Board, such as the Safety Issues Management System for managing commitments to the Board, the Weekly Near Terms report of recent correspondence and planned visits, the DR Web Site (<http://dr.tis.doe.gov>) to review DOE/Board correspondence and obtain other information, the Annual Report to Congress which summarizes the year's activities related to the Board, and the Department Interface Manual which established interface protocols and expectations.
- 2:00 - 4:00 • Sharing of Site Lessons Learned
Sharing of Lessons Learned by participating site and program offices. Topics of interest include: On-Site Board Representatives, Site Visits and Briefings, Systems for Tracking Commitments, Information Requests, and Key Board Areas of Interest.