

In attendance:

[Tim Dorch \(TD\)](#)

[Jean Durosko \(JD\)](#)

[John Wickham \(JW\)](#)

NCCOS SILVER SPRING METRO CENTER EMS
TEAM FY 2009 2ND-QUARTERLY MEETING,
MARCH 19, 2009, 10:30 AM-12:00 PM
CONFERENCE CALL-IN

Agenda

- √ Planned FY09 internal EMS audit
- √ Review of NCCOS EMS Team Charter
- √ Facility Team action items in EMPs
- √ Ensuring recording of Facility Team meeting minutes
- √ Implementing new facility-specific objectives
- √ Communicating management and staff input

√ = covered; ⊗ = not covered

Note: The second quarterly meeting of the local Silver Spring Metro Center Facility EMS Team was held and merged with the March 19 telephone conference call of the 2009 NCCOS EMS Workshop held March 17-19, 2009 at CCFHR in Beaufort, NC. The meeting agenda was set by the conference call leader, Jean Durosko. For details of this meeting please see the posted NCCOS EMS Workshop meeting minutes on the NCCOS EMS website <http://coastalscience.noaa.gov/ems/welcome.html>

Agenda item 1, The Planned FY09 EMS Audit and Local Team Participation

Agenda item 2, Review the 2008 NCCOS External Audits

Agenda item 3, Review and Discussion of the Required Facility Team Action Items in the Environmental Management Programs (EMPs)

Agenda item 4, Ensuring the Recording of Facility Team Meeting Minutes and the Submission to Tim Dorch and the EMS Coordinator for Upload to the EMS Website

Agenda item 5, Discussion of What Management and Staff at the Facility Level Would Like to Undertake as Regards Implementing Facility Specific Objectives and Targets and How Best to Implement

Agenda item 6: Any Input Management or Staff Would Like to Communicate