

NORTHERN NEW MEXICO IDOPP TEAM: MEETING NOTES

MEETING DATE: April 3, 2013

LOCATION: Telephone conference call

NOTES BY: John Selkirk, Team Leader

PARTICIPANTS: John Selkirk, Duane Archuleta, Renee Isackson, D. Marie Gallegos, Marla Rodgers, Art Abeyta

Executive Summary:

During this conference call we shared updates on some tasks initiated on the last call, answered several questions, and assigned some new tasks. A recurring concern is the fact that the “Final IDOPP Report” from the bridge team has not been officially released, so our team does not have access to it. This is a key document that our team needs to become familiar with before we can make significant progress.

IDOPP Updates:

Final IDOPP Report: Selkirk is waiting for permission to make this report available to the team, and will continue to work on determining the report’s status. Selkirk will distribute this report as soon as possible, and we may want to have a separate meeting to review the report.

Workflow Process Diagram: Selkirk and some team members discussed this concept after last week’s joint meeting of the Santa Fe and/Taos Coordinating Groups. This chart will graphically depict the tasks the team is working on, and it will be a good communication tool to communicate our progress. Selkirk will distribute the diagram once it is completed.

NIMO Team: Our team previously decided to pursue the possibility of having one of the NIMO teams work on some portions of our IDOPP workload. Once we develop some specific tasks for the NIMO to accomplish, we will contact NIMO to see if they can accept this workload.

Discussion Topics:

Q. Do team members need more background information to fully understand IDOPP?

A. The missing link seems to be access to the final IDOPP Report. Once this is available and we review it, we may need a separate meeting to fill in the gaps in our understanding.

Q. Should we consider the existing Taos dispatch center facility as an alternative for consolidation of dispatch operations with Santa Fe?

A. The lack of room for expansion, along with the condition of the Taos Dispatch Center, indicates that this facility is not a viable option for combining operations of the two dispatch centers. The team recommends this option be dropped from further consideration.

Q. Will it be useful to have a web page which houses the key documents related to the team's work?

A. This will be helpful, and Selkirk will work with SWCC to see if this can be accomplished.

Q. Have there been questions or outside interest regarding IDOPP or the work that our team is doing?

A. Yes, employees have asked questions, and at least one FOIA request has been submitted. Managers appear to be aware of what we have been doing, and have not asked many questions recently. Selkirk wants interested people to know they can be on our e-mail list. He is willing to give talks/presentations to anyone who wants more information. The Web page may be a good tool to inform employees and the public.

On-Going Tasks:

Los Alamos National Laboratory EOC Option:

Marla Rodgers volunteered to initiate talks with LANL staff members regarding the possibility of co-locating dispatch operations at the LANL Emergency Operations Center. LANL is willing to consider the possibility, but there are several questions to be addressed, including our space requirements, LANL security requirements, and the viability of having a dispatch operation in a relatively remote location which is a significant distance from our agency offices. Marla will gather more information and continue to discuss this option with LANL.

Taos/Kit Carson EOC Option:

Pat Pacheco offered to put together information on what the Kit Carson EOC has to offer, in terms of location, costs, length of lease, infrastructure available, etc. We will ask Pat to provide us a briefing on the next conference call.

New Tasks:

Santa Fe Dispatch Center Option:

Renee Isackson has done some preliminary work on the option of combining dispatch operations in the existing Santa Fe Dispatch Center. She will put this information together and send it to the team members.

Scope Other Possibilities:

All team members are asked to think about other options that may be viable for a combined dispatch operation. There are no preconceived notions here. While we do not have any ideas **at** this time, we should look for other options that have not yet been considered.

Scope the Concept of a Virtual Dispatch Center:

In a previous meeting, the question was raised regarding the possibility of developing a new model for dispatch operations, based on modern technology, i.e. a “virtual” dispatch center which would create efficiencies without moving people or constructing facilities. Again, we are not sure what this would entail, but it is concept we should consider. Duane Archuleta will work with the dispatchers to see if this concept should be explored further.

Next Meeting:

Our next conference call will be April 17th, at 0900 MDT.