



## **SASIG Conference Call**

**January 17, 2008**

### **Participants:**

Anderson, Valerie, ORISE  
Braswell, Chet, Hanford  
Cobb, Freddie, NV  
Cross, Nancy, Y-12  
de Boer, Gloria, Brookhaven  
Faiver, Richard, HS-71  
Gallion, Mary, HS-71  
Grames, Dawn, Pantex  
Guendling, Sandy, ANL  
Holbrook, Christina, Boeing Company

Inskeep, Kristine, INL  
Jenks, Joyce, DOE Idaho  
Lovelett, Sylvia, Pantex  
Morgan, Kathy, Pantex  
Smith, Rick, SRS  
Spargur, Jill, RL  
Tibbitts, Margret, Sandia-NM  
Walker, Kathy, Brookhaven  
Willis, Carmen, Y-12  
Womble, Sandy, ORISE  
Wyatt, Louise, ORISE

### **Opening**

#### Welcome

Kristine Inskeep, Steering Committee Chair, welcomed callers and thanked all for dialing in. She said there is new information about the 2008 SASIG Workshop and wanted us to know her planning team enthusiastically looks forward to hosting this event in Idaho Falls in April.

#### Announcements

Mary Gallion, DOE Advisor, announced that Loren Evenson, retired from DOE on December 31. A retirement party is being planned for him for next week, and Mary encouraged people to send her e-mails to give to Loren. We know he would appreciate hearing from many of us. Please have these to her by 12:00 noon on January 23. Mary's e-mail is [mary.gallion@hq.doe.gov](mailto:mary.gallion@hq.doe.gov). The SASIG will be sending Loren a plaque recognizing the excellent guidance and support he gave our group. Loren was DOE Advisor from 2002 – 2007. We wish him the very best in his retirement.

## **Report from DOE Headquarters**

Mary Gallion introduced Richard Faiver, who has joined HS-71 as a program analyst. He will have responsibility for coordinating and tracking the activities of all the policy panels that HS-71 is involved with. DOE is reorganizing the quality panels with the goal of encouraging field participation in policy issues.

## **2008 SASIG Workshop and Meetings**

### Workshop Planning

The Steering Committee held a workshop planning call on December 5 to discuss workshop goals and develop a draft agenda with speakers and topics. We have a variety of presentations planned; we believe attendees will find this workshop most worthwhile (see Agenda Topics/Speakers, below).

### Registration

#### *INL Site requirements:*

Kristine said that meeting arrangements at the INL facility are being 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 will be on the registration form). She will need 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. If you know now that you will be attending the workshop, you may call and provide her the information.

#### *ORISE registration:*

We will be posting an online registration form in early February and will let everyone know when registration begins.

### Conference Hotel

ORISE is finalizing 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. More information on the hotel and registration will be forthcoming.

### Workshop Theme

On the December 5 workshop planning call, the Steering Committee discussed a theme for the 2008 Workshop. Two potential themes were suggested:

*Today's Awareness Will Secure Tomorrow's Future*  
or  
*(Our) Awareness Today Ensures Security Tomorrow*

However, there was no consensus among the SC on a theme, and we are now asking our at-large callers to come up with new or revised theme ideas/wording. Put your creative caps on! Please e-mail theme ideas to [valerie.anderson@orise.orau.gov](mailto:valerie.anderson@orise.orau.gov) by January 31 and copy [kristine.inskeep@inl.gov](mailto:kristine.inskeep@inl.gov). Submissions will be compiled and sent to the SC for review.

### Agenda 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. We have several excellent topics and speakers on our working agenda and are in the process of confirming the following (in no particular order on agenda):

- OPSEC – Wayne Morris, NV Site Office
- HSPD-12, Personal Identity Verification – joint presentation by HSS and INL pilot site
- Report (and discussion) of the SSAQP, held on Monday, April 28 – Mary Gallion, HS-71, SSAQP Chair

- HHS activities, incl. security policy revisions (revisions to forms) – HSS speaker
- HQ Independent Oversight audit activity – panel of HSS and site participants
- CDC presentation – topic: TBD
- Security Awareness Culture Self-Assessment for Russia and the United States – Gloria de Boer, Brookhaven National Laboratory
- Human Behavior Performance: Actions influencing safety and security – INL Protective Force (SOAR program)
- Tools of the TRADE
  - Y-12 - programs that interact with security awareness, Nancy Cross
  - INL – data encryption mandate from HQ
  - Hanford - Chet Braswell
  - Others - to be confirmed
- Security Awareness Coordinators’ Training update – NTC/CTA
- Open Forum – Kent Oelrich, Facilitator

TRADEing Post

Kristine encouraged sites to consider bringing a floor or tabletop exhibit and, as funding allows, security-related items for TRADEing Post. Our attendees look forward to visiting the various displays and taking away information they can use in their programs. As always, handouts or materials to share about your awareness program are most welcome. We need your participation to make this a success!

**Applications for the Steering Committee**

We encourage interested members to apply for Steering Committee membership by completing a nomination form on the SASIG Website, available under the Steering Committee menu (members may self-nominate or submit another person’s name). Candidates must also provide a letter of support from their management. 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 3-year term and are eligible to apply for a follow-on term. Applications are due to ORISE by March 15.

### **SASIG Website Update**

#### Updated SASIG Workshop/hotel/tour information

ORISE is finalizing the workshop registration form, and we will soon have information on the hotel. Meanwhile, we will be adding some more detail about our 2008 workshop and meetings, including the ice-breaker. Go to <http://www.ornl.gov/sasig> and click on Annual 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.ornl.gov](mailto:louise.wyatt@orise.ornl.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, February 14, at 1:00 pm EST - the second Thursday of the month. A call-in number will be provided later.

Important call-in reminder: We have heard from callers who tried to participate in this month's call but who were unable to get in. We have had this problem in the past and possible explanations that mess up the call lines include:

- 1) the caller asks to be transferred into the call from another line (callers must directly dial the number) or
- 2) the caller is using a cell phone.

We apologize to those who were not able to connect to the call. Often trying to dial multiple times will work, but that is an inconvenience. In the future, please do not ask to be transferred into our call and always use a land-line phone.