

**SASIG Steering Committee
Conference Call
May 20, 2004**

Participants:

Loren Evenson, SO-10.1	Sylvia Lovelett, Pantex
Sharon Shafer, OA	Kent Oelrich, LLNL
Kristine Inskeep, INEEL	Wayne Morris, NV
Tina Hartley, SRS	Chet Braswell, Hanford
Sybil Cook, SRS	Jeff Dugar, SPRO
Adele Montoya, SNL/NM	Margaret Tibbetts, SNL/NM
William Husser, NNSA AL	Charles Montoya, SNL/NM
Valerie Anderson, ORISE	Ben Turbinton, Livermore Site Office

Highlights:

We welcomed new participants to our call. The SASIG encourages members to participate in these calls as a way to become familiar with the group's activities.

Tribute to Ann Marie Griego

Adele Montoya thanked the SASIG for the floral tribute in memory of Ann Marie. She also thanked Rob Ambrose for his support. Rob coordinated donations from the Steering Committee for the memorial, and Rob attended the service. Sylvia Lovelett, our SASIG Chair, sent a card to the family on behalf of the SASIG. Sylvia suggested we plan a remembrance for Ann Marie, perhaps a photo board with her projects, for the 2005 SASIG Workshop.

Ann Marie was involved with planning the SNL Cinco de Mayo Security Fair. She and Adele gave a presentation at our 2004 Workshop on the "4 R's," an awareness initiative to be the featured event of Cinco de Mayo. Adele reported that the Security Fair, with music and food, had gotten a tremendous response, with 1200 – 1400 SNL employees taking part. We congratulate SNL for this significant outreach for security awareness. Margaret Tibbetts will be working with Adele in support of the S&S Awareness Program.

Message from Selicia Leonard in Iraq

One of our SASIG members, Selicia Leonard, Oak Ridge Operations, volunteered last March for a 6-month assignment in Iraq in support of the Department of Energy. Virginia Reams has been corresponding with Selicia and wanted to pass on news about her. Selicia mentors and advises Iraqi law enforcement agencies (Border, Customs, Immigration, Police) on payroll issues. Virginia writes, "She has met interesting people from all over the world...she is sure this whole experience has changed her outlook on life! She said to tell everyone from the SIG, 'hello'."

We wish Selicia well in carrying out her mission in a dangerous part of the world. We will keep her in our thoughts and prayers.

2005 SASIG Workshop and Meeting

The 2005 SASIG Workshop and Meeting will be held in Seattle, April 19 – 21, with the Boeing Company as Host. Christina Holbrook is our SASIG Steering Committee point-of-contact for the workshop. We thank Christina for making preliminary arrangements. The workshop sessions and S&S Awareness Quality Panel and SASIG Steering Committee meetings will be held in a Boeing conference facility. The facility is equipped to provide media support for our presentations. We also understand the company has offered to provide refreshments for morning and afternoon breaks.

The SASIG will reserve a room block at a near-by hotel for workshop attendees. We will plan an “ice-breaker” for the evening of April 18. We would like to have one or two corporate sponsors, possibly companies supporting DOE facilities in the region.

Workshop Agenda

Christina has offered to find a Keynote speaker who is available locally. A potential agenda topic is the Incident Reporting Tracking System managed by Pacific Northwest National Laboratories (PNNL). A presentation by PNNL would be a follow-up to Incidents of Security Concern presented at our last workshop.

We also may want to have a representative of the Department of Homeland Security (DHS) speak. A person from DHS contacted the SASIG after looking at our Web site and asked for ideas on establishing their program, which must serve all the existing Federal agencies that became part of DHS. Loren Evenson and Tina Vaughen met with two DHS representatives.

The Steering Committee will continue to review comments on the Evaluation turned in after the 2004 Workshop to plan our agenda for 2005. We also have available a list of agenda topics suggested at our Steering Committee meeting in New Orleans.

I&E Activity

Sylvia reported that an audit team from the Office of Safeguards and Security Evaluations will be coming to Pantex. Sylvia is responsible for coordinating some of the audit activities. We noted that Kent Oelrich made a presentation at the 2004 workshop on the I&E from a site perspective. His talk included a report of audit activity at the Sandia Site Office and SNL, among other sites. The Nevada Site also will be audited this year, and Kris Inskeep said she will be part of the audit team. Her responsibilities will include reviewing the S&S Awareness Program. Wayne Morris reported that OPSEC will be one of the topics audited.

Richland/Hanford Video

Chet Braswell said that Richland Operations and Hanford are considering developing another video that could be distributed to other sites. To help justify the cost, Chet would like to know if the SASIG members are using the video given out at the workshop, “Security Ed and the Plight of the Missing Badge.” Chet would like to know how many sites are using it and if not, are there reasons why it is not being shown. He especially wants to know of any barriers to avoid for the next video. He needs feedback quickly as

he will be meeting with his management in the next week. Sylvia, Kris, Wayne, and Kent said their sites are showing the video and have had excellent responses.

Also, Chet asked for input on a topic for a new video. Adele talked about topics Sandia has used. The video, "The Sandia Kid," was shown and distributed at the 2003 SASIG Workshop in Atlanta. This video addresses unsecured areas and repositories. Other SNL-specific videos include escorting, classified e-mail, and hand-carrying of classified. Please e-mail your responses to Chet at cechet.braswell@rl.gov.

Other

Loren Evenson had presented an Analysis of Critiques from the Security Awareness Coordinators Training Survey at the S&S Awareness Quality Panel, and at that time, discussion was limited because of time constraints. There was no further discussion of the survey on the call.

Loren said that the Safeguards and Security Streamlined Directives are available for review and comment (they are not on RevCom). He encouraged us to read these, and we will plan to discuss on the next conference call. In a recent e-mail from the SASIG, Loren provided a link and directions for reviewing these. If you have any questions, you may contact Loren at loren.evenson@hq.doe.gov. If you would like the e-mail resent, please contact Valerie.

The sharing of S&S Awareness information and products is a goal the SASIG wants to promote outside of the annual workshop. Loren offered to serve as an "outside reviewer" for any product or informational material being developed by sites for sharing with other sites. We can plan to post some of these on the SASIG Web site.

Sylvia asked whether the current day of the week/time for Steering Committee conference calls works for people. The calls are scheduled for Thursday at 1:00 p.m. EDT and are normally held the third Thursday of the month, subject to exceptions such as end-of-year holiday leave. We have had good participation from members over the last year, and for the present, we will continue with this schedule.

2004 SASIG Workshop and Meeting

Chet thanked Jeff Dugar for the excellent support he and the Strategic Petroleum Reserve (SPR) provided for our 2004 SASIG Workshop in New Orleans. We thank Jeff for his considerable time and effort in helping plan and carry out this event. Our keynote speaker, Col. Terry Ebbert, and Mr. Rick Shutt of the SPR Site Office set a standard for presentations for our two-day workshop. We also appreciate the generosity of DynMcDermott Petroleum Company for sponsoring our pre-workshop "ice-breaker."

Look for workshop presentations to be put up on the SASIG Web site shortly. We have slides for most of the presentations. Valerie will provide a write-up of the presentations we don't have slides for (such as the Keynote) at a later time. We will let you know when the slide presentations have been posted.

Next Conference Call Meeting

We will hold our monthly Steering Committee call on Thursday, June 17, at 1:00 p.m. EDT. The call number is 301-903-6068.