

2020



# 2020 Annual Report

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Emergency Management Issues  
Special Interest Group (EMI SIG)



# 2020 EMI SIG Annual Report

## OUR MISSION

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The [Emergency Management Issues Special Interest Group \(EMI SIG\)](#) was established in 1986 as the Emergency Preparedness Special Interest Group and renamed in 1991 to include all phases of emergency management mitigation, preparedness, response, and recovery.

Under the guidance of an elected Steering Committee, the EMI SIG has provided a collaborative network of experienced emergency management professionals across the enterprise who:

- Share Lessons Learned and other useful information
- Promote emerging emergency management technologies
- Leverage resources to support emergency plans and programs
- Benchmark operations
- Address major and recurring issues
- Encourage best practices
- Assist in the dissemination and interpretation of policy
- Support site compliance with DOE orders and guidance

## OUR MEMBERS

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Membership includes Department of Energy (DOE) and contractor emergency managers, coordinators, emergency planners, drill and exercise planners, technology experts, continuity personnel, hazards analysts, first and field responders, trainers and others who provide support to DOE/NNSA emergency management operations through their membership in the following EMI SIG Subcommittees:

1. Continuity of Operations Subcommittee (COOPSC)
2. DOE Meteorological Subcommittee (DMSC)
3. Emergency Management Exercise Subcommittee (EMESC)
4. Emergency Public Information Subcommittee (EPISC)
5. Emergency Readiness Assurance Subcommittee (ERASC)
6. First and Field Responders Subcommittee (FFRSC)
7. Subcommittee for Emergency Management Planners (SEMPER)
8. Subcommittee for Emergency Management Technologies (SEMTECH)
9. Subcommittee on Technical Analysis And Response Support (STARS)
10. Training & Drills Subcommittee (TDSC)



# 2020 EMI SIG Annual Report

## OUR IMPACT

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The EMI SIG Subcommittee membership continued to support several enterprise-wide emergency operations initiatives to better implement the DOE Emergency Management Program during the 2019-2020 term.

### 2020 EMI SIG VIRTUAL ANNUAL MEETING

In mid-May, the EMI SIG Steering Committee recognized the importance of maintaining the Annual Meeting's reputation for being valuable, relevant and timely, and voted to virtually execute the 2020 Annual Meeting.

The technical expertise of Alliance Audio Visual team and the support from members of all of the subcommittees allowed us to successfully convert our traditional meeting into a virtual experience. Together, we coordinated all technical requirements from pre-production presentation recordings to live Q&A sessions.

From August 24<sup>th</sup> thru September 3<sup>rd</sup> over 370 emergency management professionals from around the nation were able to attend the first ever Virtual Annual Meeting. Over the course of two-weeks, EMI SIG members participated in more than 70 virtual sessions seamlessly, from any location, as well as accessed event information and surveys.

The overwhelming consensus:

- Effort was well done and a value-added success
- On-line platform removed constraints presented by pandemic restrictions
- Provided valuable peer collaboration, information sharing and data-exchange in real-time through formal and informal networking sessions.
- Achieved the goal of opening a conversation on common policy issues, standardized procedures, current initiatives, lessons learned and best practices to better implement emergency management programs across the Enterprise.



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## VIRTUAL EXERCISE DESIGN WORKSHOP

To accommodate travel restrictions caused by the current pandemic, we converted the 3-day EXR231 Exercise Design Workshop into a multi-day online training workshop. This allowed us to continue to promote exercise standardization across the Enterprise using the common training curriculum and standard set of design tools through Exercise Builder (v8) that:

- Foster an effective and consistent approach to exercise design
- Ensure exercise documentation is complete and standardized
- Incorporate HSEEP fundamentals
- Relate the core capabilities for first responder disciplines for ease of inserting off-site assistance
- Assist the exercise designer in creating a standardized exercise plan with objectives needed for evaluation of performance
- Are proven for all types of exercises and drills including full participation COOP exercises

## INTERACTIVE REQUIREMENTS DOCUMENTS (IRD)

The DOE Order 151.1D Interactive Requirements Document (IRD) online research tool was created to assist members in cross-referencing all the different resources that are necessary to correctly interpret and execute the DOE O 151.1D order.

IRD Home Explore Research and Notes Search Help / Support Return to EDMS Jennifer Hutchins

# IRD

INTERACTIVE REQUIREMENTS DOCUMENT

## DOE O 151.1D Interactive Requirements Document

The IRD is an effort to bring together the various different resources that are necessary to correctly interpret and execute the DOE O 151.1D order. By unifying the order, the guide, the FAQs, and the CRADs into a single point, emergency managers in the field will have all the resources they need to be in compliance with the order.

Under the direction of Jose Berrios, the NA-41 tech team has developed this tool as an extension of the EDMS in support of the DOE NNSA Emergency Management community.

<b>Paul Stoudenmire</b>	Business Analyst
<b>James Sheridan</b>	Lead Application Developer
<b>Scott Stoudenmire</b>	Designer
<b>Rodney McFarland</b>	Programmer Support

The order document presented in this application is an extract of DOE O 151.1D and does not represent the final authoritative version. **Always consult the official current release of the order at the DOE directives web site.**

This is a continuously improving product and we are always seeking ways to enhance it. If you have questions or feedback, please use the feedback option [here](#) or contact EDMS Support at [edmsupport@nnsa.doe.gov](mailto:edmsupport@nnsa.doe.gov).

[Click here to explore DOE O 151.1D](#)

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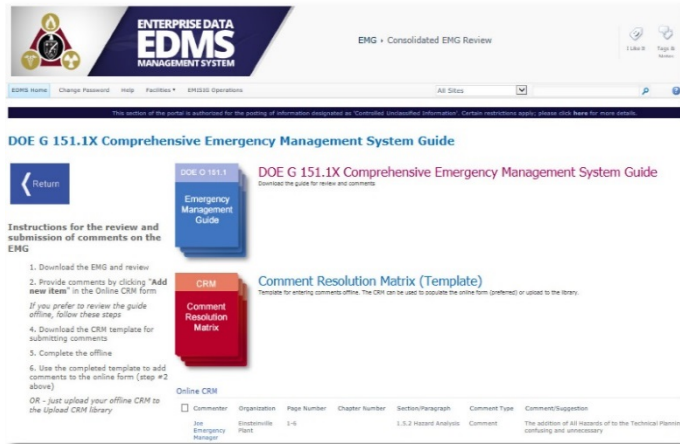


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## COMPREHENSIVE EMERGENCY MANAGEMENT GUIDE (EMG)

NA-41 hosted a workshop where EMI SIG designees reviewed and incorporated subcommittee comments, along with existing content to create a *Comprehensive Emergency Management Guide (EMG)* to ensure it captures the way DOE sites and facilities should conduct business.

Comments were electronically captured in the *DOE 151 Guide Collaboration page* (shown in this image) on Core Program, All Hazards Technical Planning Basis, Programmatic Elements, Response Elements and Biosafety Facilities.



## EMI SIG SUBCOMMITTEE TRAINING & PRODUCTS

The 2019-2020 term experienced a lot of firsts.

We launched the [Subcommittee Partnerships Page \(SPP\)](#) that hosts:

- **Subcommittee Partner Products** are efforts that cut across multiple Subcommittees and provide solutions to common issues experienced by emergency management programs throughout the Enterprise.
- **Working Groups** are created and sponsored by individual Subcommittees, but open to all EMI SIG members, to address specific topical areas within the scope of its programmatic element in more detail.
- **User Groups** are for any Enterprise emergency management professionals who use or are interested in using, a specific software application and have a need to share lessons learned, best practices and technical solutions.

The EMI SIG established the **Emergency Management Exercise Subcommittee (EMESC)** to provide expert advice for the development, execution, and evaluation of DOE/NNSA level



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exercises. Additionally, they will help identify resources for the development, conduct and evaluation of Enterprise level exercises through their Exercise Builder Software Working Group.

**Continuity of Operations Subcommittee (COOPSC)** began updating the 2013 COOP Coordinators Good Practices Guideline developed by NA-43 with current COOP Program requirements and Coordinator knowledge, skills and aptitudes.

**DOE Meteorological Subcommittee (DMSC)** presented a draft version of the DOE Meteorological Handbook that will be used as a resource to support and assist Meteorological Programs at labs, plants, and sites across the Enterprise.

**Emergency Public Information Subcommittee (EPISC)** announced the availability of the new Kaizala Social Media Simulator Application that will help members practice their social media play during drills and exercises.

**Emergency Readiness Assurance Subcommittee (ERASC)** completed a comprehensive review of the EXR101DE, *Introduction to the DOE/NNSA Emergency Exercise Program* online course and assisted the [Office of Emergency Management Programs \(NA-42\)](#) with the review and launch of the *Emergency Management Readiness Assurance Program Dashboard*

**First and Field Responders Subcommittee (FFRSC)** established an Enterprise-wide Fire Department benchmark spreadsheet and will continue to employ their Training Working Group to focus on improved collaboration of training content and effort across the DOE/NNSA first responder community.

**Subcommittee for Emergency Management Planners (SEMPER)** hosted the *Pandemic Lessons Learned Panel Discussion* at this year's Virtual Annual Meeting, using the data collected from their *Pandemic Lessons Learned eTool*. SEMPER also formed the *Emergency Management Template Repository (EMTR)* that will be populated in the 2020-2021 term with All-Hazards Emergency Management Plan Templates, Emergency Management Plans, Procedures and Checklists that will be accessible to all EMI SIG members across the Enterprise.

**Subcommittee for Emergency Management Technologies (SEMTECH)** was awarded the *Subcommittee of the Year* through their initiatives of sharing software and technologies used by various EOCs throughout the Emergency Management Enterprise. This will encourage the use of common hardware and software solutions making procurement, deployment and sharing more efficient and cost effective.



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**Subcommittee on Technical Analysis and Response Support (STARS)** created the [Chemical Screening Repository](#) that can be used at any DOE/NNSA lab, plant, site or facility to conduct a hazardous material assessment providing common thresholds and definitions across the Enterprise. Members of the Emergency Management Analyst Training Working Group created the *Fundamentals of Hazards Survey Development* content that will be deployed in 2021 as an online course to fulfill a recognized gap in the development of new technical analyst.

**Training and Drills Subcommittee (TDSC)** updated and launched *ETD 101: Introduction to Training and Drills* online course incorporating changes in DOE Order 151.1D and the EMG requirements of DOE/NNSA Training and Drills programs.

## 2020 SUMMARY

Throughout the 2019-2020 term, membership of the EMI SIG continues to shine as the model for distributed collaboration that has proven to be even more valuable during the restrictions brought on by the global pandemic.