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## ISSM

“Best Practices”

Telephone Conference Notes

February 20, 2002

### AGENDA FOR ISSM FEB. 20 CONFERENCE CALL, 10:00 A.M., Pacific Standard Time

10:00 AM	Opening Remarks	Debbie Monette, NV
10:05	Best Practices	Carl Ostenak, LANL
10:10	Best Practices	Barry Schwartz, Sandia
10:15	ISSM at ISM Conference	Stu Jossey, LLNL
10:20	Status Reports ("old business" discussed in lieu of meeting in L. Vegas)	Debbie Miller, NV
10:55	Closing Remarks: OA at OAK/LLNL, lessons learned for ISSM	Mick Connolly, OAK

#### Debbie Monette, NV

1. Cathy Tullis represented Debbie Monette as Debbie was meeting with Tom Ridge, National Homeland Security Director.
  - Debbie Monette is working with Ralph Erickson to get ISSM on the agenda of The Energy Management Council.
  - The six-month “stoplight” report has been completed and the report is on its way to Ralph Erickson.

#### Carl Ostenak, LANL

1. The importance of ISSM is being pushed top-down. Management recognizes workers must “own” ISSM to ensure real success.
2. LANL is actively engaging workers on the floor and the value added is part of marketing strategy.
  - The security help desk has recognized robust acceptance by LANL population. Some 7,000 customer calls have been received over the last 19 months.
  - The mission of keeping lab in front of work and not simply thinking only security is vital.
  - LANL seeks common mechanisms for best practices in the organization. Vertical and horizontal integration needs to be accepted by non-security workers as well.
  - Population must recognize ISSM is not a “tangible” item with easy/simple metrics but a part of every day work life.

#### Barry Schwartz, Sandia

1. Lessons learned evolved and is now integrating ISSM.
  - The lessons learned is marketed on Sandia Intranet Home Page.
  - Sandia line managers check the box next to the topic on the Lessons Learned e-mail subscription service. They will then automatically receive e-mails on that topic.

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2. Integrated Management is now being recognized at Sandia. ISSM and ISM are now one logo and this illustrates mission success is integrated.
  - Sandia markets information utilizing the “Porcelain Press”. The 8 x 10 sheets of lessons learned on security and ES&H are posted in restrooms throughout the facility. Discussion among workers verifies success of the marketing strategy.

### **Stu Jossey, Lawrence Livermore National Laboratory**

1. On March 6, the Energy Facility Contractors Group will have an ISM conference in Albuquerque. Stu, Carl, and Debbie Monette will lead an ISSM discussion at this conference.
2. The annual ISM conference is in April. There is some discussion regarding SSMIT making presentations.

### **Debby Miller, AL**

1. Carl, Barry, Obie, and Bill Nay went to Oak Ridge to help OR with ISSM. Bill Nay pointed out that they have many EM program managers/EM funding. The trip was deemed successful.

### **Maggie Wood, AL**

1. The general ISSM web site now includes suggested changes from the last SSMIT meeting. Everybody should continue to send stuff in to NNSI in order to guarantee value added and success.
  - Cathy Tullis will be the main responder to the web site’s Ask The Security Expert. NNSI will track the traffic on web site. (actual visits).

### **Judy Johns, NNSI**

1. The ISSM video script and shooting schedule have been approved. All parties (e.g., Gordon, etc.) have agreed to be interviewed. Actual video shooting should be in April. The CTA film crew is scheduled to start work very shortly. Film crew will interview personnel from across the complex.

### **Cathy Tullis, NVO**

1. Cathy is working on getting ISSM into DOE strategic plan for 2003. The CFO is responsible for DOE strategic plan and may want to keep 2003 strategic plan short and more “high level” than ISSM.
  - Bill Nay put ISSM in the DOE Office of Science institutional plan.
  - John Todd noted that the DP draft stockpile stewardship plan includes ISSM in Chapter 34.
2. The general discussion about DOE ES&H FRAM (Functional Responsibilities & Authorities Manual) for ISM means that there isn’t a real fit for ISSM.
3. Cathy notes that 3/5 – 7 is the Security Directors Meeting at HQ. The draft agenda mentions ISSM including the possible idea of auditing by Glenn Podonsky (OA).
4. OA representatives could be invited to April 3 & 4 SSMIT meeting. Cathy Tullis will look into this and report back.

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## **Mick Connolly, OAK (Livermore Site Office)**

1. OA asked if ISSM helped identify issues in MC&A and CMPC at LLNL. The answer is yes and OA is becoming more aware of the real value ISSM. Line manager's knowledge of security/ISSM provides the benefits regarding OA.

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