

Office of Health, Safety and Security (HSS) Focus Group Work Force Retention Work Group Charter

In an ongoing effort to further the improvement of health, safety, environmental, and security performance within the Department, DOE is engaged in the establishment of work groups to pursue health and safety improvements across the DOE Complex. These efforts support DOE's responsibility as owner/manager to protect its greatest asset: the worker. The work groups support DOE's integrated safety management system and further DOE's best interests by fostering worker involvement and partnerships to maximize continuity of operations and the success of the Department's national security mission.

The Work force Retention Work Group is established to support the Department's critical focus on maintaining a high-performing work force at a time when a significant number of the workers needed to support DOE's national security mission are reaching retirement age. The Department of Energy's Office of Health, Safety and Security is particularly looking at the occupational health and wellness and fitness for duty programs as a critical element in that regard and specifically with respect to retention of the skilled, contractor work force. The Work Group provides a collaborative opportunity for DOE to gain insights from operating contractors, the contractor work force and their representatives, and to combine the best wisdom to assure that the most efficient and effective worker health and safety program expectations, approaches and processes are in place and are well communicated.

I. PURPOSE

The Work Force Retention Work Group was established to address the needs of the Department to maintain a skilled work force in the face of anticipated retirements and to address the specific health and safety concerns of that work force that could impede retention. The Department's contractor employees are a specialized with a unique set of skills that are critical to the Department's mission. Premature departures from the work force as a result of degraded physical performance or medical disability result in the loss of knowledgeable and skilled workers who in many cases are extremely difficult to replace. 10 C.F.R. 851, "*Worker Safety and Health Program*" (WSHP) reflects the Department's view of the importance of identifying and targeting for workplace interventions those "principal preventable causes of premature morbidity and mortality affecting worker health and productivity." In addition, employee health benefits may provide preventive health services. Because workers in physically-demanding occupations are more likely to be impacted by both occupational and non-occupational health conditions, such occupations are priorities for preventive health services.

This Work Group will inform and promote the implementation of preventive health services and health benefits designed to assure retention of the contractor work force and of the particular role of Occupational Medicine Programs and health benefits programs in that regard.

II. OBJECTIVES

In addition to the overarching purpose as stated, each subgroup will establish a more specific series of objectives as follows:

Pro-Force Retention:

1. Better understand relationship between skilled workforce retention; health, safety and productivity; and especially preventive health care in the specific context of the Pro-Force.
2. Support improvement and/or development of wellness, fitness, and prevention programs through data collections and analyses with subsequent program improvement needs and cost savings in the specific context of the Pro-Force.
3. Identify other steps that could be taken to enhance Pro-Force retention and health and safety.

Non-Pro-Force Retention:

1. Better understand relationships between skilled workforce retention; health, safety and productivity; and especially preventive health care.
2. Support the improvement and/or development of wellness, fitness, and prevention programs through data collections and analyses with subsequent program improvement needs and cost savings.

III. SCOPE/APPROACH/LIMITATIONS

1. The Leads of each subgroup will be informed of meetings and conference calls and be invited to participate at their discretion.
2. The group will coordinate its activities through electronic and telecommunications to increase the efficiency of its activities.
3. Members will formulate the most efficient and effective means of obtaining relevant information from their respective constituents.
4. Members will make every effort to document or retain information received in this effort so as to generate an archive of information available for subsequent use, as well as to provide final reports prepared by the group with all relevant references.
5. Limitations: The purpose of the charter is to assure that the implementation of DOE's existing policies and rules are fully informed and in the best interest of the Department. Policy decisions are the sole responsibility of the Department as the owner/operator. Specific terms and conditions of employment or any pending negotiations or bargaining cannot be discussed.

IV. ORGANIZATION

1. The Work Force Retention Work Group will be divided into two Subgroups.
2. Pro-Force Retention Subgroup:
Subgroup Leads:
Jim McGee (HSS)
Randy Lawson (National Council of Security Police)
Dione Heusel (EFCOG)
Subgroup Members: Mike Ardaiz (HSS) and Stephen Wallace (NNSA)
3. Non-Pro-Force Retention Subgroup:
Subgroup Leads:
Mike Ardaiz (HSS)

James Ridley (International Association of Fire Fighters)

Dione Heusel (EFCOG)

Subgroup Lead Alternates: Mike Flynn (International Association of Machinists and Aerospace Workers)

Subgroup Members:

HSS: Jim McGee

Union/Stakeholder:

Dianne Whitten (Hanford Atomic Metal Trades Council)

Tom McQuiston (United Steelworkers)

Dave LeGrande (Communications Workers of America)

Randy Lawson (National Council of Security Police)

Stephen Wallace (NNSA)

4. Work Group Leads are responsible for ensuring the communication of efforts among their respective staffs and memberships.
5. Work Group activities will be conducted on an agreed upon basis to support discussion and activities to address pertinent issues.
6. Work Group Leads will operate in consultation with DOE's General Counsel (GC-63 and GC-51)