

**DRAFT HSS FOCUS GROUP UNION/HSS WORK GROUP MATRIX ( 06-22-11)**

<b>WORK GROUPS</b>	<b>HSS/ Union/ Stakeholder Leads</b>	<b>Work Group Participants</b>	<b>Improvement Issues/Goals</b>	<b>Initial/Current Tasks</b>	<b>Outputs</b>
<b>10 CFR 851</b>	Pat Worthington	CPWR USW	Collectively work to ensure implementation of health and safety programs (851 Rule) within and among DOE site contractors to eliminate/minimize inconsistent requirements among M&I, M&O, LLC and SBA contractors/subcontractors.	<ul style="list-style-type: none"> <li>- Identify leads and participants</li> <li>- Develop charter</li> <li>- Goals/ Intended Output</li> <li>- Develop Task Activities</li> <li>- HS-1 engage DOE Corporate</li> </ul>	
<i>Implementation</i>	Bill McArthur		Ensure uniformity and health and safety plans are in place and flow down among all contractors/subcontractors through oversight, communications, awareness, education and enforcement	TBD	
<i>Training</i>	Bill McArthur			TBD	
<i>Enforcement</i>	Steve Simonson Kevin Dressman			TBD	
<b>TRAINING</b>	Karen Boardman Pete Stafford		Collectively work to develop a common safety culture and worker portability through site-wide standardized worker health and safety training.	<ul style="list-style-type: none"> <li>- Identify Leads and participants</li> <li>- Establish charter</li> <li>- Goals/ Intended Output</li> <li>- Develop Task Activities</li> <li>- Engage Stakeholders</li> </ul>	
<i>Training Assessment Activities</i>	NTC HAMMER NIEHS		<p>Baseline training needs/gaps</p> <p>Provide safety &amp; health data/statistics to support those</p> <p>Identify integrated collaborative training</p>	<ul style="list-style-type: none"> <li>- Model Strawman for review and feedback from stakeholders</li> <li>- Pilot site implementation</li> </ul>	
<i>Site-wide Standardization</i>	NTC HS-10		Define prerequisite for DOE site access; determine training requirements to meet those	TBD	
<i>Succession Planning</i>	Mike Ardaiz Jim McGee		<p>Coordinate, increase and improve individual and combined efforts to recruit and sustain a skilled workforce.</p> <p>Collectively work to develop and implement succession plans through model apprenticeship programs, recruitment and training, and transfer of institutional knowledge.</p>	TBD	
<b>DATA WORK GROUP</b>	Bill Roege Pete Stafford	Steve Domotor	<p>Utilize analytical basis to support training needs and gaps</p> <p>Share health &amp; safety data collections</p>	<ul style="list-style-type: none"> <li>- identify leads /participants</li> <li>- establish goals/priorities/activities</li> <li>- identify and engage stakeholders</li> </ul>	

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			and analysis		
<i>Reporting</i>	Pat Worthington Bill Roege	Brad Davy	Identify and address reporting barriers	TBD	
<i>Central Worker Data Tracking</i>			Investigate central worker data tracking system development that allows for transportability of worker training and qualifications; feasibility/costs	TBD	
<b>AGING WORKFORCE</b>	Mike Ardaiz	CPWR	Investigate, identify and develop a wellness program model /improvement needs. Collectively work to improve and/or develop proactive wellness, fitness and prevention programs through data collections and assessments on wellness (injury and illness/prevention) and identify subsequent program improvement needs and cost savings.	Coordinate, increase and improve individual and combined efforts to improve workforce reliability and recruit and sustain a skilled workforce	
<i>Workforce Reliability</i>	Mike Ardaiz	IAFF CPWR	-Better understand relationship between employee health, safety and productivity -How these relationships impact workforce reliability -How health/productivity management can contribute to Aging Workforce Initiative	Health & Productivity Survey and Data Analysis work with University of MD; integrate and collaborate with related efforts (IAFF, CPWR, PFCOC)	
<i>Pro-Force Longevity</i>	Jim McGee Randy Lawson	NCSP	-Assess benefits program -Improvements impacting health and retirement needs of workers and corresponding direct and indirect cost savings	Collaborative activities of the Protective Force Career Options Committee (PFCOC);	
<b>STRATEGIC INITIATIVES</b>					
<i>Safety Culture</i>	Pat Worthington USW	Brad Davy Earl Carnes Pete Stafford		Expanded discussions with USW	
<i>Worker Involvement</i> Instill worker involvement ethos through analysis function - expand lessons learned to/from workers	Bill Roege Pat Worthington USW	Brad Davy Earl Carnes Pete Stafford		Expanded discussions with USW	