



**MINUTES OF THE  
FEDERAL INTERAGENCY COMMITTEE ON EMERGENCY  
MEDICAL SERVICES (FICEMS)**

**Counter-Terrorism Subcommittee**

**DATE AND TIME:** March 6, 2003 12:30 p.m.

**LOCATION:** National Emergency Training Center  
Room J-103  
16825 South Seton Avenue  
Emmitsburg, MD 21727

**MEMBER AGENCY  
REPRESENTATION:** **Federal Emergency Management Agency (FEMA)**  
Mr. Jeff Dyar  
Subcommittee Chairperson  
United States Fire Administration (USFA)

**Department of Agriculture**  
No Representation

**Federal Communications Commission**  
No Representation

**Department of Defense (DOD)**  
No Representation

**General Services Administration (GSA)**  
No Representation

**Department of Health and Human Services  
(DHHS)**  
Ms. Nancy Romano  
National Institute for Occupational Safety and Health  
(NIOSH)

**Department of Interior**  
No Representation

**Department of Transportation (DOT)**

Ms. Susan McHenry  
National Highway Traffic Safety Administration  
(NHTSA)

**Department of Veteran Affairs**

No Representation

**Federal Bureau of Investigation (FBI)**

No Representation

**Department of Labor**

No Representation

**OTHER FEDERAL  
ATTENDEES:**

**Department of Commerce (DOC)**

Ms. Lula Latham  
National Technical Information Service

Ms. C. Stacy Hardesty  
National Technical Information Service

Ms. Jeanette Young Reese  
National Technical Information Service

**Department of Justice (DOJ)**

No Representation

**OTHER ATTENDEES  
PRIVATE SECTOR:**

**American Ambulance Association (AAA)**

No Representation

**American Integrated Training Systems (AITS)**

No Representation

**American Society for Testing and Materials  
(ASTM)**

Mr. Pete Chambers

**DC Fire Department**

Mr. Stephos Reid

**Fairfax County Fire and Rescue**

No Representation

**Medical Transportation Insurance (MTI)**

No Representation

**NATEK Incorporated/EMS Specialist**  
Ms. Sandy McMinn

Counter-terrorism Subcommittee Chairperson Mr. Jeff Dyar called the meeting to order at 12:30 p.m. and welcomed everyone.

**I. WELCOME:**

Mr. Jeff Dyar welcomed everyone and introduced Gordon Sachs – Counter-Terrorism Training Specialist.

**II. INTRODUCTION AND DISCUSSION OF SUBCOMMITTEE:**

The Chairperson requested that we go around the table for introductions.

The Counter-terrorism compilation of agency activities was distributed, see attached.

**III. ROUNDTABLE OF ATTENDEES' INVOLVEMENT IN COUNTER-TERRORISM PROJECTS:**

**DOT:** Ms. Susan McHenry

Ms. Henry reported that not much had changed since the last meeting due to the budget rollout, but should move forward now. She is still involved with the group piloted at the NAEMSP meeting in Florida.

**DOC:** Ms. Lula Lathan

Ms. Lathan reported NTIS is part of the Department of Commerce and Homeland Security. They are involved in the training and dissemination of materials and continue to harvest documents so that information may be readily accessed. Foreigners also use NTIS resources for research.

**USFA:** Mr. Jeff Dyar, Mr. Gordon Sachs

Mr. Dyar reported that the decision to pursue content will center around Counter-Terrorism. Transitioning into Homeland Security, we need to ensure that our agency is aware of new changes. Funding is currently reallocated to the Department of Justice, but there is funding for first responders.

Mr. Sachs reported that we are in the middle of a curriculum management plan that identifies the strategies and tactics within counter-terrorism. There is a need to develop strong organizational partnerships. There is also a need to determine that the courses here and at EMI are consistent and are reaching the right audience. Fire, EMS and law enforcement personnel need to work together so

there is no duplication of efforts. There is a need to have curriculums in different formats, i.e., on the web, in various languages, etc.

Ms. Susan McHenry will review courses and provide information to Mr. Sachs **(Action Item)**.

There is a Job Aid (field operations guide) on how to deal with the first 30 minutes of an incident. There will be a beta test in April. It will eventually be made available on the web in various formats for PDF, palm pilots, etc. Self-study courses should also be in PDF format and on the web. What we do from here on will be based on the curriculum management plan.

Mr. Dyar reported that a bio-incident would be an extended event and the traditional EMS response will not be the same. Multiple roles will be organized and staffed. FICEMS can coordinate the sharing of information among the various groups.

Ms. McHenry reported that the CDC asked for volunteers for emergency responders – a two-year commitment – to look at injuries which faced the first responders at the World Trade Center.

Mr. Dyar indicated that they would be looking at responder safety issues and how we can prepare responders for various situations.

**ASTM:** Mr. Pete Chambers

Mr. Chambers reported that ASTM is getting weighed down with issues concerning the protective clothing standards. They need to know how it will work related to a bio-incident. They have been asked to develop standards for E-con chemicals because they have a wealth of knowledge and have the real thing to test with. They may want to contact John Hagman at University of WA who trains bio-terrorism response teams for the FBI and other agencies. They may want to adopt military standards for first responders as to what works for different scenarios. The JTANDO Agency was tasked with developing architecture which became the platform for a seamless interagency report.

#### **IV. ESTABLISH OBJECTIVES FOR THE SUBCOMMITTEE:**

Mr. Dyar reported that individual training and activities needed to be coordinated. He can provide what FEMA knows now. The group determined the objectives of the subcommittee to be:

- 1) Coordinate individual training and activities.
- 2) Distribute the compendium of Federal Training Programs (FCTT).
- 3) Define EMS response with the Department of Homeland Security.
- 4) Advocacy for EMS in Counter-terrorism.

- 5) Assist in clarifying the Agency response in terms of counter-terrorism; identify gaps and overlapping areas.

**V. SET NEXT MEETING AGENDA:**

At the next meeting we will complete the update on structure and reorganization from the Department of Homeland Security. We will review and update objectives and have a program update. There will be a more comprehensive agenda. Mary Lambert, Captain of Community Response at the White House, would like to attend the next FICEMS meeting.

**VI. NEXT MEETING:**

June 5, 2003, 1:00 p.m., Emmitsburg, Maryland

**VII. ADJOURNMENT:**

With no further comments, Ms. McHenry made a motion to adjourn. Motion passed. The meeting adjourned at 1:25 p.m.