Annual Working Group Meeting

Date: December 6-7, 2016
Place: Albuquerque, NM (DOE National Training Center)
Theme: Efficiency and Effectiveness: Driving Excellence in DOE Training Programs

December 6, 2016

8:00 Welcome and Introductions
8:15 EFCOG DOE Liaison
    Karen Boardman, Director National Training Center
8:30 Glenn Podonsky, DOE-HQ Director of Enterprise Assessments
9:00 Training Excellence: It’s About Asking The Hard Questions
    Loren Peterson, INL
9:30 Break
9:45 Department of Energy Training Institute: Introduction and Overview
    Karen Boardman, Director National Training Center
    Joe Franco, Assistant Manager – DOE Richland
10:00 Working Session 1
11:30 Lunch – a cafeteria is available at the NTC
12:30 Managing the General Employee Training Monster
    Doug Hillman, INL Training Manager / Ava Harvey, ORNL Interim Technical
    Training Manager
1:30 DOE O 426.2, Personnel Selection, Training Qualification, and Certification
    Requirements for DOE Nuclear Facilities
    Brendon Burns- DOE HQ
2:00 Break
2:15 Working Session 2
3:30 Break
3:45 Insider Threat Training Initiative
    Karen Boardman, Director National Training Center
4:15 Your Regulator: Friend or Foe
    Scott Elliott - CNS Director of Training and Development (Pantex Plant / Y-12
    National Security Complex)
    Clark Baker - Training Manager, INL Advanced Test Reactor
Annual Working Group Meeting

December 7, 2016

8:00 EFCOG Sponsoring Director
Sandra Fairchild, Director, Project Services & Support Savannah River Remediation LLC & AECOM

8:15 Leadership Topic: Building Capacity In Your Training Department
Dave Lent, ICP Training Programs Manager
Maggie Sullivan/Amy Lovey, Brookhaven National Laboratory

9:00 Break

9:15 Getting the most out of your Instructional Staff (Professional Development)
Mike Davis, Training Specialist NSTEC / TBD

10:00 Working Session 3

11:30 Lunch – a cafeteria is available at the NTC

12:30 Update on Safety Culture
First Line Leadership Training for DOE Workers
Karen Boardman, Director National Training Center

1:00 Automated Training Program Management System – Lessons Learned
Shayne Eyre – Training Manager, Washington River Protection Solutions

1:30 Using Multimedia to capture Generational Learning/Blended Learning
What is your site doing?
Rob Adelman, NTC Electronics Team

2:00 Break

2:15 General Session and Wrap Up and Overview of EFCOG Training Work Group
FY-17 Initiatives and Updates:
Dave Lent, ICP Training Programs Manager
Cindy Dutro, LANL Institutional Training Manager
Evan Dunne, NTC Program Manager, Special Projects
Ashley Morris, DOE Sr. Advisor, Hammer

3:00 EFCOG Sponsoring Director
Jeff Stevens, Director, Acting Chief Operating Officer, BWXT Technical Services Group, Inc.
Annual Working Group Meeting

Working Sessions

<table>
<thead>
<tr>
<th>Session 1</th>
<th>Session 2</th>
<th>Session 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 6 (morning)</td>
<td>December 6 (afternoon)</td>
<td>December 7 (morning)</td>
</tr>
<tr>
<td>DTI</td>
<td>TWG Initiatives</td>
<td>LMS</td>
</tr>
<tr>
<td>TWG Initiatives</td>
<td>LMS</td>
<td>DTI</td>
</tr>
<tr>
<td>LMS</td>
<td>DTI</td>
<td>TWG Initiatives</td>
</tr>
</tbody>
</table>

Work Session Objectives:

- FY17 DTI Session will include a discussion concerning the mission and opportunities associated with the Department of Energy Training Institute (DTI).
  
  Presenters: Karen Boardman, Director National Training Center  
  Ashley Morris, DOE Sr. Advisor, Hammer

- FY17 TWG Initiatives to include updates on Course and Related Data System (CARDS) and reciprocity with end-user feedback concerning initial launch of complex-wide training initiatives and path forward input. Additionally, participants will complete registration and be instructed on how to upload/download courses.
  
  Presenters: National Training Center Staff  
  EFCOGTWG Steering Committee

- FY17 Learning Management System (LMS) Work Session to include demonstration and presentations, with opportunity for member input concerning implementation of an enterprise-wide LMS.
  
  Presenters: EFCOG LMS Sub-group  
  National Training Center Staff

Additional Activities

December 5, 2016
- 5:00 p.m. Steering Committee NTC logistics walk-down followed by dinner at Bravo

December 6, 2016
- 7:00 p.m. No-host networking dinner at a local restaurant.

December 7, 2016
- Immediately following the meeting will be the Steering Committee ‘hot-wash’ conference debrief.  
  - Potential sub-group meetings after conference to exchange ideas and contact information