

**ENERGY EDUCATION PARTNERSHIP, INC.
Final Technical Progress Report
Period Ending Aug. 31, 2002**

SUBMITTED TO:

**U.S. DEPARTMENT OF ENERGY
AAD DOCUMENT CONTROL, M/S 921-107
NATIONAL ENERGY TECHNOLOGY CENTER
P.O. BOX 10940
PITTSBURGH, PA 15236**

**CONTRACT NO.:
DE-FG26-01BC15331**

**PREPARED BY:
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ABSTRACT

Energy Education Partnership, Inc. (EEPI) is a 501(c) (3) subsidiary of the Interstate Oil and Gas Compact Commission (IOGCC). The organization was formed four years ago for *charitable, educational, and scientific purposes*. EEPI adheres to the same mission of IOGCC, and that is to *...promote conservation and efficient recovery of domestic oil and natural gas resources while protecting health, safety and the environment*.

The membership of EEPI/IOCGG is composed of the governors of the 30 oil and gas producing states, seven associate member states, and five international affiliates. The governors appoint official representatives and committee members to participate in the programs. The membership of EEPI/IOGCC is dedicated to the conservation and prudent utilization of oil and natural gas resources through education and training. Engineers, geologist, environmental scientists and researchers who perform the majority of fossil energy research in the United States all work with EEPI/IOGCC on projects.

The *Oil and Gas Facility Emergency Awareness Program* consists of three main parts, with two optional projects for the states involved in the pilot program. The three main parts of the program consist of the following:

1. Create a generic publication using the Ohio Oil and Gas Energy Education Program's publication, *Responding to Oilfield Emergencies*, which is not state-specific.
2. Prepare a training program for emergency response teams, state and federal regulators, oil and gas facility owners and operators, and local citizens. The program will be developed as a PowerPoint presentation and will assist the students in becoming more aware of emergency situations at an oil or gas facility. The students learn who is the designated "first responder" in charge, how all people can work together in preventing and controlling problems at an oil or gas facility, and what to do during an emergency. Familiarity with equipment and hazardous substances are introduced as part of the program.
3. Once the publication and the training program are developed, a video that will be used as an introduction to the actual training class, as a refresher for the class, or in a "train-the-trainer" program will be produced.

In addition to the above-noted three steps, optional projects were considered by the pilot program states.

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Two optional projects were considered by the states:

1. Working with the local, regional or state firefighters, a training facility would be created using oil and gas equipment. This part of the project will require cooperation between firefighters and industry, and will assist especially the emergency responders in learning more about oil and gas equipment.
2. Also under consideration was a related web site that would include the location of all oil and gas wells and accessible only by password.

The overall *Oil and Gas Facility Emergency Awareness Program* has many benefits, some of which are:

- The process will provide opportunity for key industry leaders to develop relationships with local emergency management agencies.
- Industry personnel will be able to better understand emergency planning, and emergency personnel will better understand industry operations.
- Health, safety and environment will be better protected because of training.
- Better risk management will improve the operating climate for independent oil and gas producers.

The *Oil and Gas Facility Emergency Awareness Program* benefits the emergency response teams, oil and gas facility owners and operators, state and federal regulators, the environment, and most especially the citizens. All groups must work together for the health, safety and protection of the community and the environment.

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LIST OF GRAPHICAL MATERIALS

Appended to this report are the following graphical materials:

- Responding to Oilfield Emergencies – manual
- Responding to Oilfield Emergencies Supplemental Training Video
- Responding to Oilfield Emergencies – CD-ROM
- Photographs of Illinois training facility

INTRODUCTION

Energy Education Partnership, Inc. (EEPI) is a 501(c) (3) subsidiary of the Interstate Oil and Gas Compact Commission (IOGCC). The organization was formed three years ago for ...*charitable, educational, and scientific purposes*. EEPI adheres to the same mission of IOGCC, and that is to ...*promote conservation and efficient recovery of domestic oil and natural gas resources while protecting health, safety and the environment*.

The membership of EEPI/IOCGG is composed of the governors of the 30 oil and gas producing states, seven associate member states, and five international affiliates. The governors appoint official representatives and committee members to participate in the projects of the organization. The membership of EEPI/IOGCC is dedicated to the conservation and prudent utilization of oil and natural gas resources through education and training. Engineers, geologist, environmental scientists and researchers who perform the majority of fossil energy research in the United States all work with EEPI/IOGCC on projects.

The *Oil and Gas Facility Emergency Awareness Program* is a pilot program bringing together officials from the states of Ohio, Illinois, and Indiana, along with the assistance and project management of EEPI/IOGCC staff and the funding resources of DOE. The project is divided into the following areas:

- Creation of a non state-specific publication based on the Ohio Oil and Gas Energy Education Program's publication, *Responding to Oilfield Emergencies*.
- Preparation of a training program for emergency response teams, state and federal regulators, oil and gas facility owners and operators, and local citizens. The program will be developed as a PowerPoint presentation and will assist students in becoming more aware of emergency situations at oil and gas facilities. Participants learn whom the designated "first responder" in charge will be, how all people can work together in preventing and controlling problems at oil or gas facilities, and what to do during an emergency situation. Familiarity with equipment and hazardous substances is an integral part of the program.
- Production of a video to be used as an introduction to the actual training class, as a refresher for the class, or in a "train-the-trainer" program.

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- Development/construction of training facilities using oil and gas equipment and supplies. This requires cooperation between firefighters and industry, and will assist especially the emergency responders in learning more about oil and gas equipment.

All of the above tasks were completed in a timely manner.

Following the official Notice of Financial Assistance Award on February 7, 2001, representatives of the pilot states and staff from EEPI began to implement the proposed tasks.

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EXECUTIVE SUMMARY

The *Oil and Gas Facility Emergency Awareness Program* is a pilot program bringing together officials from the states of Ohio, Illinois, and Indiana, along with the assistance and project management of EEPI/IOGCC staff and the funding resources of DOE. The project was designed to educate fire fighters and other first responders on oilfield emergency procedures. The three pilot states and EEPI worked together to create a training manual, training class, training video and training facilities to further the above-mentioned aims.

RESULTS AND DISCUSSION

INITIAL MEETINGS

A series of meetings were held in the spring of 2001 to discuss program implementation and divide responsibilities. Among those participating were the three pilot state oil and gas directors and some of their staff; state emergency responders, including fireman, police and ambulance responders; Ohio Oil and Gas Association representatives; and the EEPI project coordinator.

During this process it became evident that some alteration of the original plan would be necessary, due in large part to copyright concerns voiced by the Ohio Oil and Gas Association. Negotiations were conducted in subsequent meetings and conference calls to address copyright issues involving the training publication. Following a consultation between EEPI project coordinator Barbara Skelton and David Alleman of DOE, the group arrived at a satisfactory resolution of the situation.

TRAINING PUBLICATION

Rhonda Reda of the Ohio Oil and Gas Association took the lead in preparing a non state-specific version of Ohio's Responding to Oilfield Emergencies manual. Working with Schafer Associates of Marietta, Ohio, Reda oversaw the creation of a generic version of the original manual, suitable for use in states other than Ohio. Schafer designed and produced the original version and was the vendor hired to design and produce the non state-specific version.

Revision of the manual was reviewed and approved by EEPI and representatives of the other pilot states. Following final approval, the book was produced and copies were distributed to EEPI/IOGCC, and the states of Indiana and Illinois. Ohio purchased additional copies of the original manual, which is specific to that state. The manual was delivered to all parties in June of 2002.

TRAINING CLASS/CD-ROM

The training class was developed as a PowerPoint presentation, based on the non state-specific publication, *Responding to Oilfield Emergencies*. The manual and video are used as part of the training class, and are given to students for use in a *train-the-trainer* program as well as refresher material for the class.

Following approval of the PowerPoint presentation by all parties, the presentation was transferred to a CD-ROM medium for mass duplication and distribution. CDs were delivered to all parties in June of 2002.

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The state of Ohio implemented the training class at its training facility in the fall of 2001, and now offers a regular schedule of training dates throughout the year. Firefighters and other first responders from Illinois and Indiana were sent to Ohio for training as those two states worked to develop their own facilities.

TRAINING VIDEO

A 40 minute video was developed with a three-fold purpose in mind – classroom use, as a refresher to the course, and as an aid in training new regulatory, emergency response personnel, and industry.

The video was filmed at the Ohio training facility, and the script was written to closely follow the training manual. During the review process, some material in the video was edited to ensure its usability in many states. Copies of the video were delivered to all parties in June of 2002.

TRAINING FACILITIES

The states of Indiana and Illinois both worked to develop training facilities to augment training classes. In Illinois, the facility was constructed with the help from the Illinois oil and gas industry through the Illinois Petroleum Resources Board (IPRB), the Illinois Fire Service Institute and Southeastern Illinois College. The facility was constructed at Southeastern Illinois College in Harrisburg, Illinois. The facility includes two 210-barrel storage tanks, a 5'X20' oil/water separator, a pumping unit, connection lines, wellhead, and control tower. The facility is designed for training fire fighters in the unique challenges of oilfield emergencies.

Additionally, Illinois purchased equipment and a trailer to create a mobile training unit, which will allow the program to reach rural areas far from the static facility.

A planned training facility in Indiana was implemented by a private entity separate from this project, using private funds. The state of Indiana will be able to use the facility for emergency response training.

PROJECT EXTENSION

A request by EEPI to extend the project for an additional six months was granted by DOE, thus making the effective end of the project August 31, 2002. This was necessitated by the protracted copyright negotiations in the spring of 2001. No additional funds were requested or required.

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CHANGE IN EEPI PROJECT COORDINATOR

Barbara Skelton left the organization in November of 2001. Tod Bryant, IOGCC Communications Manager and EEPI Vice Chairman, replaced Skelton as coordinator of this project. Bryant oversaw the project from the end of November, 2001 through its completion.

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CONCLUSION

Among the many benefits of the *Oil and Gas Facility Emergency Awareness Program*, the following are key:

- The process provided an opportunity for key industry leaders to develop relationships with local emergency management agencies.
- Industry personnel will be able to better understand emergency planning, and emergency personnel will better understand industry operations.
- The health and safety of the citizens and environment will be better protected because of the awareness training program.
- Better risk management will improve the operating climate for independent oil and gas producers.

It is the intention of EEPI to seek additional funding from a combination of public/private sources to expand this program throughout

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APPENDICES

OIL AND GAS FACILITY EMERGENCY AWARENESS PROGRAM
Work Plan for Emergency Awareness Pilot Program
(Based on grant proposal to DOE)

The *PROJECT* was scheduled for completion by December 31, 2001 (12 months from the official funding notification), but an application to extend it 6 months will be made. As in other IOGCC pilot projects, the design goal is to share with all the IOGCC member states.

The *PROGRAM* will consist of three grant-funded parts:

1. A generic publication based on the Ohio Oil and Gas Energy Education Program (OOGEEP) *Responding to Oilfield Emergencies*, will be prepared by EEPI.
2. A training class will be developed in PowerPoint by IOGCC's training coordinator, based on the revised generic book.
3. A video will be produced by EEPI/IOGCC to be used in the training class after the generic book and the training class outline is complete.

Two *OPTIONAL* parts of the pilot program – funding and work is the responsibility of Indiana and Illinois.

1. The states, working with local, regional, and/or state firefighters, can create an oil and gas field equipment training facility. This training area could be in conjunction with the firefighters' training facilities.
2. Create a state-specific web page that includes the location of all oil and gas wells in that state. The web page will assist emergency responders and regulators in faster response time to a fire, explosion, or any type of emergency at an oil or gas well.

The *BUDGET* is detailed in the original information submitted to DOE, and is an Energy Education Partnership, Inc. grant award. Some general comments regarding the budget are:

1. OOGEEP will be paid \$5,000 for the rights to the *Responding to Oilfield Emergencies* book. EEPI/IOGCC will prepare the material as a generic book that will be an IOGCC book.
2. The two states participating in the program (Indiana and Illinois) and OOGEEP will receive \$30,000 from the grant to use at their discretion. Suggestions are a training facility, additional training classes, or whatever is best for the program in their own state. A budget for each of the states' \$30,000 will be submitted to the EEPI.

GRANT COMMITMENTS:

1. This is a pilot project to create an emergency response generic book, training class, and video that will be available to all IOGCC member states.
2. EEPI will prepare a generic publication based on or similar to OOGEEP's emergency response publication. The material will be prepared in a loose-leaf notebook format that allows the IOGCC member states to add state-specific information.
3. Once the generic book is complete, the video will be produced under the direction of EEPI.
4. IOGCC's training coordinator will create the training class.
5. Included in the proposal is discussion of IOGCC's partnership with the Railroad Commission of Texas in preparation of the *Waste Minimization* training program and video. It is noted in the proposal that the emergency response program will be developed in a similar manner – EEPI will take a state-specific book, remove references to that state, and prepare a generic publication. From that generic book, the video and training class will be prepared.
6. Additional grant funding will be obtained, for other states to participate.

Attached is the *TIME SCHEDULE* with designated budget amounts.

MEETING SUMMARY

TO: Jim Slutz, Indiana
Larry Bengal, Illinois
Rhonda Reda, Ohio Oil and Gas Association
Kevin York, Indiana

FROM: Barbara Skelton, IOGCC

DATE: March 13, 2001

The following is a summary of the plans for the Emergency Response DOE grant as we discussed on Thursday, March 8, 2001. If I have omitted anything or you understood something in another way, please let me know so we will all be on the "same page."

I. Training Manual and CD

- Larry and Jim will review or have someone in their office review for accuracy and acceptability within their own states.
- Rhonda will check with Schaffer and Assoc. regarding the cost to update the book and CD to make them generic. She will also check on permission to re-release the Ohio material to IOGCC for use in a generic publication.
- Illinois and Indiana both agreed they would need approximately 1,000 books to begin the training program.
- Since the CD is the slide presentation, fewer of these will be required, but there is a need for a generic form.

II. Video

- We discussed KJ Productions' proposal, abilities, and knowledge of the oil and gas industry.
- Rhonda will obtain a bid from another company for the same work to compare numbers and quality of production.
- Rhonda and Barbara will decide which company to hire based on the bids and qualifications.

III. State Program and Development

- Larry, Jim and Rhonda (along with Tom Tugend) will prepare a budget for the \$30,000 for each state that is included in the grant proposal

IV. Questions to be answered

- An Ohio Web site, developed by Jim Veil at Argonne through a DOE grant, is an excellent addition to the Emergency Response program. Barbara will check

with David Alleman to learn the possibility of obtaining the software program used in Ohio for Illinois and Indiana. If that is not a possibility, she will inquire about a grant funding possibility for a similar project.

- Rhonda will check with Wildwell and Boots & Coots who requested copies of the Ohio emergency response training book. If they plan to publish a generic book, possibly IOGCC could work with them.
- After the cost of the video is known, Barbara will prepare a revised budget.
- Later, Barbara will check with the Oklahoma and Texas fire marshals to learn of their interests in similar programs.

V. Conference call – items to be discussed – **Tuesday, April 24 – 2 PM CDT**

1. Discussion on the content of the book and CD for a generic manual. Cost from Schaffer and Assoc. to rewrite part of the material.
2. Video information – status, cost, etc.
3. Each state will prepare a budget for their \$30,000 part of the grant.
 4. Barbara will prepare for discussion a revised budget based on the new cost of the video.

June 27, 2001

Ms. Rhonda Reda, Executive Director
Ohio Oil & Gas Energy Education Program
P. O. Box 187
Granville, Ohio 43023

RE: DOE Emergency Response Grant

Dear Rhonda:

Attached are another suggestion and a revised budget to the Ohio Oil and Gas Energy Education Program (OOGEEP). These are ideas to be able to move ahead with the generic emergency response training program, which we can offer to our member states.

Jim Slutz and Larry Bengal worked with me to develop a plan so we can proceed with the DOE grant awarded to Energy Education Partnership, Inc. (EEPI)/Interstate Oil and Gas Compact Commission (IOGCC) to develop a generic emergency response training program for our member states. The attached list of items is important to make this program work not only in the three original states – Ohio, Indiana and Illinois – but long-term in other EEPI/IOGCC member states. It is my understanding that Schafer and Associates would be the ones we would need to work with to develop the generic book and CD.

Your assistance in presenting these items to your board will be greatly appreciated. I look forward to hearing from you within the next week so that we can proceed with the program.

Sincerely,

Barbara Skelton
Training and Special Projects Manager
Enclosures
CC: Jim Slutz, Larry Bengal, and Tom Tugend

Counter-Proposal to Ohio Oil and Gas Energy Education Program

The following are items agreed upon by Indiana, Illinois, and Energy Education Partnership, Inc. (EEPI)/Interstate Oil and Gas Compact Commission (IOGCC) representatives as a *counter-proposal* to the Ohio Oil and Gas Energy Education Program (OOGEEP) proposal of May 6, 2001.

OOGEEP's *Responding to Oilfield Emergencies* material will be used to create a generic EEPI/IOGCC emergency response training program for state and federal oil and gas regulators, emergency responders, and industry personnel. It will then be made available to other IOGCC member states. A revised budget with explanations is attached.

1. A one-time copyright payment of \$20,000 will be paid directly to OOGEEP for use of their material in creating the generic, non-state specific material.
2. Acknowledgment of OOGEEP's publication and material will be made in the book, video, CD, and training classes.
3. IOGCC will purchase the books directly from the printer. Indiana, Illinois, OOGEEP for Ohio, and IOGCC will each receive 500 copies of the generic book.
4. OOGEEP's book (*Responding to Oilfield Emergencies*) will form the nucleus of the IOGCC emergency response book. In order to produce a one-volume generic book and training CD for emergency response, the following changes and additions to the OOGEEP book will need to be made (other changes could be required as review of the material is completed):
 - § Addition of a *Waterflood* section;
 - § Addition of a *Command and Control* section; and
 - § Some sections will need to be expanded to be more generic, such as the section on *Spills*.
5. The final product will be one complete book including all of the noted additions and changes in item number four above, published under the IOGCC logo and approved by Indiana, Illinois, OOGEEP, and IOGCC.
6. The video will be based on the new IOGCC generic book, with final approval by IOGCC, Indiana, Illinois, and OOGEEP representatives. The contract for the video will be between IOGCC and the selected company.
7. IOGCC and each of the three states (Indiana, Illinois, and OOGEEP for Ohio) involved in the pilot generic project will receive a master video and 250 copies of the video.
8. The training program and accompanying CD will be based on the IOGCC generic book. IOGCC, Indiana, Illinois, and OOGEEP for Ohio will each receive 50 copies of the CD.
9. To summarize, Indiana, Illinois, and OOGEEP for Ohio will each receive the following:
 - § \$30,000 – for implementing their own state program;
 - § Videos – 250 copies and one master;
 - § Training CD – 50 copies; and
 - § Generic books – 500 copies.
10. In addition to the distribution noted in item number nine, OOGEEP will receive a one-time copyright purchase fee of \$20,000.

June 27, 2001

Oil and Gas Facility Emergency Awareness Program

Final Timeline - Based on Schafer's Schedule

August 15, 2001

	Sept.	Oct.	Nov.	Dec.	June, 2002	Comments
Generic Publication						Schafer proposes to have
complete by 10/31						
1st Draft		x				Printed by 11/30
Reviewed		x				Distributed by 12/15
Printed				x		
Develop Generic CD		x				Schafer proposes to have
developed by 10/31						
Produce			x			Produced by 11/30
Distribute to IN, IL and Ohio				x		Distributed by 12/15
Video				x		Begin 9/1 - Distributed by 12/
31						
Classes	x		x			The two noted are OGEEP's
and are open.						Gary and Kevin (from IN)
will go in Sept.						
Overview to States					x	6-8 hour introductory class at
Midyear Meeting.						for meeting attendees.

Oil and Gas Facility Emergency Awareness Program

Detailed Budget as of August 15, 2001 - Schafer Assoc. for Video, CD and Books

<u>TOTAL</u>		<u>REQUESTED</u>	<u>MATCHING</u>
<u>CATEGORY</u>		<u>DOE FUNDS</u>	<u>FUNDS</u>
<u>PROJECT</u>		<u>Comments</u>	
Personnel:			
Executive Director		\$4,000	\$
\$4,000			
Project Director		8,000	
8,000			
Support Staff		4,000	
4,000			
State oil and gas directors and OGEEP Executive Director			12,300
12,300			
State support staff			8,700
8,700			
Total Personnel		\$16,000	\$21,000
\$37,000			
Fringe benefits (30% of personnel costs-FICA, retirement, insurance, etc.)		\$4,800	\$6,300
\$11,100			
Travel			
DOE requested - 4 trips	1 person \$1,000/trip	\$4,000	\$
\$4,000			
Matching - 3 trips	1 person \$1,000/trip		3,000
3,000			
Total Travel		\$4,000	\$3,000
\$7,000			
Materials and Supplies:			
Revise to generic - paid by OGEEP		\$	\$10,000
\$10,000			Estimated cost paid by
OGEEP			
Print training manual		22,079	
22,079			3,500 books (\$6.31 each per
Schafer bid)**			
Training CD		2,275	
2,275			350 @ \$6.50 each (250
generic and 100 Ohio)			
Postage		1,650	1,500
3,150			
Telephone		1,000	1,000
2,000			
Office supplies		713	3,500
3,500			
Miscellaneous		2,000	1,500
3,500			
Total Materials and Supplies		\$29,717	\$17,500
\$46,504			
Miscellaneous:			

Video production and copies	\$51,708	\$
\$51,708	1,750 copies of generic	
video (500 for IN, IL, Ohio and 250 for IOGCC)		
Training program development and/or training facility for three states-\$30,000 each	90,000	
90,000		
Use of office equipment		2,000
2,000		
Total Miscellaneous	\$141,708	\$2,000
\$143,708		
	GRAND TO \$196,225	\$49,800
\$246,025		

****1,000 generic books each for IN & IL and 500 for IOGCC - 1,000 Ohio edition for OGEEP**

November 21, 2001

Mr. David Alleman
Environmental Manager
National Petroleum Technology Office
U.S. Department of Energy
1 W. 3rd St., Suite 1434
Tulsa, Oklahoma 74103

RE: FC-26-01BC15331
Extension/Project Evaluation Report

Dear David:

This letter will serve as a request to extend the above noted contract with Energy Education Partnership, Inc. (EEPI) and the Department of Energy (DOE) for approximately six months or until August 31, 2002, and as a project evaluation report. The *Notice of Financial Assistance Award* was dated February 7, 2001, with the DOE obligation of \$196,225 and matching funds of \$49,800.

No additional funds are requested, however the project will not be complete during the one-year time-period. The emergency response training program, through the Ohio Oil and Gas Energy Education Program (OOGEEP) was slow in starting, but it is now on-track and moving ahead.

In March 2001, representatives from Illinois, Indiana, OOGEEP and EEPI met in Evansville, Indiana to plan the pilot project. Using the material developed by OOGEEP, a generic book and CD will be prepared for use by all states. A video will be produced using shots from the actual training classes.

The generic books and training CDs will be ready for distribution to Indiana, Illinois and EEPI by December 15, 2001. OOGEEP will receive 1,000 additional copies of the Ohio-specific training book and 100 copies of the Ohio-specific CD. Indiana and Illinois will receive 1,000 copies each of the generic book, and 100 copies each of the generic training CD. EEPI will receive 500 copies of the generic book and 50 copies of the generic CD.

**Mr. Alleman
November 21, 2001
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The training video is currently in production, and should be ready for shipment by December 31, 2001. It will be a generic 30-45 minute training video, which will follow the class outline, without reference to Ohio-specific material. Indiana, Illinois and Ohio will each receive 500 copies of the video, and EEPI will receive 250 copies.

Classes were held at the Wayne County Fire and Rescue Association Regional Training Facility in Ohio in September and November of 2001. Participants from Indiana, Illinois and Ohio as well as the Interstate Oil and Gas Compact Commission's (IOGCC) training coordinator attended one of the two-day workshops. The first day of the workshop is classroom work and the second day is actual hands-on training for certified firefighters only. Inspectors and other participants in the class can observe but cannot participate in actual fire-fighting exercises because the participants are required to wear fire-fighting equipment and be certified professional or volunteer firemen.

Plans are to present a 4-hour overview of the training program at IOGCC's Midyear Meeting in June of 2002 in Michigan to the member-state oil and gas directors. The purpose is to encourage their participation in spreading this program to their states' emergency responders and inspectors. The director of OOGEEP will coordinate the workshop, and some of the students who have participated in the classes in Ohio will assist in the presentation.

Enclosed is a copy of the revised budget. The bottom line is the same, but there is more detail in the revised budget after the contract for the books, CDs and videos was finalized. The DOE portion is still \$196,225 and EEPI's matching amount is \$49,800 for a total of \$246,025.

If there are any other questions regarding this request for the extension and the project evaluation report, please contact Cecilia Vaughn at (405) 525-3556, extension #112.

Sincerely,

**Barbara Skelton
President**

Enclosure

From: Rhonda Reda [rreda@ooga.org]
Sent: Monday, April 22, 2002 10:47 AM
To: 'Tod Bryant'
Cc: 'Lawrence Bengal'; 'James Slutz'; Schafer Associates
Subject: RE: Emergency Response video

Tod:

Thanks for your reply. I also talked with Jim last week and got his comments.

I think it would be appropriate to set up a conference call to discuss some of these issues rather than by email. I would also like to include Schaffer Associates on this call. I would like to propose the following dates: Wednesday, April 24th (afternoon), Friday, April 26, May 6, 7 or 8th.

Please let me know if any of these dates work.

Rhonda

——Original Message——

From: Tod Bryant [mailto:tod.bryant@iogcc.state.ok.us]
Sent: Friday, April 19, 2002 3:36 PM
To: 'rreda@ooga.org'
Cc: Lawrence Bengal; James Slutz
Subject: Emergency Response video

Rhonda:

I looked at the tape, and also had a couple of industry-types in Oklahoma look at it. I talked to Larry Bengal and Jim Slutz, who have both looked at it.

It's a well-made tape, and the training sequences are quite good. We have a couple of concerns, however.

* In its present form, it is not quite generic enough for distribution beyond the borders of Ohio. We think it could be made suitable, by trimming or eliminating the introductory interviews, and replacing them with

IOGCC

and DOE logos and a voiceover that would appropriately describe the partnership between agencies that is making this possible.

* Larry Bengal suggests that some of the shots of separators and tanks

are not truly representative of what firefighters would encounter in Illinois. His suggestion is that this could be solved by inserting still shots of more representative equipment into the video at the appropriate point, with accompanying narration that would explain that firefighters might see different types of things on site.

* The contact information at the end should either direct viewers to the IOGCC, or to their own state oil and gas agencies.

These changes should be fairly easy to accomplish within the project's time constraints.

Please feel free to give me a call if you have any questions.

Tod Bryant
Communications Manager
Interstate Oil and Gas Compact Commission
P.O. Box 53127
Oklahoma City, OK 73152
(405)525-3556, ext. 106
tod.bryant@iogcc.state.ok.us
www.iogcc.state.ok.us

From: Rhonda Reda [rreda@ooga.org]
Sent: Wednesday, April 24, 2002 3:13 PM
To: 'LARRY BENGAL'; tod.bryant@iogcc.state.ok.us;
jslutz@dnr.state.in.us; info@schaferassoc.com; William G. Kinney; Thomas
E. Stewart
Subject: RE: Emergency Response video

Thanks everyone for your response!

The Conference Call to discuss final edits for the Emergency Response
Training Video will be on Wednesday, May 8, 2002 at 10:00 a.m. (Eastern
Standard Time).

To participate in the conference call please call:

800-820-4690
Participation Code: 7032210#

Since there appears to be only a few minor changes, I do not anticipate
this call to take very long. Please let me know if you have further
questions regarding the video project prior to the conference!

Thanks.

Rhonda Reda, Executive Director
Ohio Oil and Gas Energy Education Program

——Original Message——

From: LARRY BENGAL [mailto:lbengal@dnrmail.state.il.us]
Sent: Tuesday, April 23, 2002 3:55 PM
To: tod.bryant@iogcc.state.ok.us; rreda@ooga.org
Cc: jslutz@dnr.state.in.us; info@schaferassoc.com
Subject: RE: Emergency Response video

A conference call would be fine. May 7 or 8th would be best for me.

>>> "Rhonda Reda" <rreda@ooga.org> 04/22/02 10:47AM >>>
Tod:

Thanks for your reply. I also talked with Jim last week and got his
comments.

I think it would be appropriate to set up a conference call to discuss
some of these issues rather than by email. I would also like to include
Schaffer Associates on this call. I would like to propose the following

dates: Wednesday, April 24th (afternoon), Friday, April 26, May 6, 7 or 8th.

Please let me know if any of these dates work.

Rhonda

——Original Message——

From: Tod Bryant [mailto:tod.bryant@iogcc.state.ok.us]

Sent: Friday, April 19, 2002 3:36 PM

To: 'rreda@ooga.org'

Cc: Lawrence Bengal; James Slutz

Subject: Emergency Response video

Rhonda:

I looked at the tape, and also had a couple of industry-types in Oklahoma

look at it. I talked to Larry Bengal and Jim Slutz, who have both looked at it.

It's a well-made tape, and the training sequences are quite good. We have a couple of concerns, however.

* In its present form, it is not quite generic enough for distribution beyond the borders of Ohio. We think it could be made suitable, by trimming or eliminating the introductory interviews, and replacing them with IOGCC and DOE logos and a voiceover that would appropriately describe the partnership between agencies that is making this possible.

* Larry Bengal suggests that some of the shots of separators and tanks are not truly representative of what firefighters would encounter in Illinois. His suggestion is that this could be solved by inserting still shots of more representative equipment into the video at the appropriate point, with accompanying narration that would explain that firefighters might see different types of things on site.

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These changes should be fairly easy to accomplish within the project's time constraints.

Please feel free to give me a call if you have any questions.

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From: Tamra Armstrong [tamra@schaferassoc.com]
Sent: Wednesday, May 08, 2002 8:49 AM
To: tod.bryant@iogcc.state.ok.us

Tod,

Rhonda asked us to send the attached final version of the OER guide back cover for your review. Looking forward to talking with you this morning.

Best regards,

Paul Schafer

Schafer Associates
schaferassoc.com

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740.373.8949 f

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