

RRT Best Practices – RRT3

2026 Annual Work Plan

2026 Work Plan for Regional Response Team III

SCOPE AND STRUCTURE

The Annual Region III Regional Response Team (RRT3) Work Plan is a dynamic roadmap that guides the RRT's activities throughout the calendar year. It establishes clear priorities for the RRT and offers focused recommendations for On-Scene Coordinators (OSC), workgroups and committees, and area planning managers. This is a living document adaptable to the evolving needs of the response community, under the direction of the co-chairs with continuous input from the RRT3 members.


This Work Plan drives continuous improvement in federal and state/commonwealth capabilities and plans for responding to oil and hazardous substance incidents. It defines specific, measurable, achievable, relevant, and time-bound (SMART) objectives that enhance the RRT's readiness and effectiveness. The work plan is developed through a collaborative process that prioritizes the following:

- Identifying and focusing on issues and projects that require RRT attention to significantly improve the readiness of RRT3 members to support OSCs during incidents.
- Concentrating on issues and projects within the RRT's administrative and operational purview, ensuring effective implementation and accountability.
- Selecting issues and projects that are realistically achievable within the RRT's capacity,

CONCURRENCE:


KELLY THORKILSON, USCG CO-CHAIR

1/8/2026
DATE


MICHAEL TOWLE, EPA CO-CHAIR

1/13/2026
DATE

- ▶ Scope & Structure
- ▶ Mission
- ▶ Vision
- ▶ Priorities and Initiatives for 2026
 - ▶ General RRT Management
 - ▶ Executive Steering Committee
 - ▶ Co-Charis
 - ▶ Coordinators
 - ▶ RRT3 Workgroups

RRT Best Practices – RRT3

RRT3 Workgroups

- ▶ Cultural, Historic, Environmental, & Resources
- ▶ Spill Response Countermeasures
- ▶ Training and Exercise
- ▶ Information Management & Outreach
- ▶ Regional Contingency Plan

Cultural, Historic, Environmental, & Resources

- Objectives
 - Develop Cultural Resource Guidance Tools & Training Materials
 - Update RCP Notification Procedures
 - Streamline Consultation Processes
- Accomplishments
 - NHPA/SHPO Sub-workgroup
 - Federal Trustee Notifications (Final Draft)
 - Unanticipated Discovery Plan & 2-page Job Aid
- Needs
 - In-person Tribal Focus Meeting
 - Fish & Wildlife Annexes
 - Oiled Wildlife Response Org Req
 - USFWS PRFAs for Wildlife Branch

Spill Response Countermeasures

- Objectives
 - Develop/Refine Response Countermeasure Strategies to Assist the Response Community for Spill Response
- Accomplishments
 - Completed objective via Chemical & Biological Countermeasures Use Protocol
 - New members and Co-Chairs
 - USCG, EPA, States, DOI, ORSANCO, OSHA
- Needs
 - New Work Plan Objective:
 - Review/Validate/Update following Pre-Authorizations
 - Surface Washing Agents
 - CIA agents (Solidifiers)
 - Bioremediation
 - Review/Validate/Update R3/R4 SMART Protocols

Training and Exercise

- Objectives
 - Coordinate Training & Exercise Opportunities
 - Develop Annual TTX
- Accomplishments
 - Developed 2026 Spring TTX
 - Solicited ideas for 2027 Spring TTX
 - Cross Boundary ISRRT
 - 4-Hour Consultation
 - ENVL Workshop
 - DOI Sitman for ENV WS (R5)
 - Places of Refuge
 - Website T&E Calendar
- Needs
 - Determine Objectives for 2027 TTX

Information Management & Outreach

- Objectives
 - Develop Standard Schema for GIS Based Response Plan Products to Facilitate Information Sharing
 - Facilitate & Continue On-Going IMO Work Group Projects
- Accomplishments
 - Finalized full membership based on survey
- Needs
 - Continue to meet with intention of developing new schema detail by Dec RRT meeting

Regional Contingency Plan

- Objectives
 - Review & Update R3RCP in accordance with 5-year cycle
 - Support RRT Coordinators in validating all documents on the RRT3 Website
- Accomplishments
 - Targeted Appendix Review & Update
 - Appendix 1 & 2
 - RCP Revision Process Approval
 - PA/Lake Erie shoreline RCP language update
- Needs
 - Appendix 4 – Sub workgroups for each boundary update

Proposed RRT2 Subcommittees

building membership, subcommittee objectives, charter, and work plans



Cultural, Historic,
Environmental, &
Resources (CHER)



Spill Response
Countermeasures



Training and
Exercise



Community Air
Monitoring Plan
(CAMP)



Regional
Contingency Plan

Co-Chairs & Coordinators

Co-Chairs

- ▶ Identify ways to ensure the RRT2 remains relevant, fresh and welcoming to all.
- ▶ Solicit input and remain transparent with the RRT Executive Committee and all RRT participants looking toward continual improvement.
- ▶ Ensure all RRT2 subcommittees are represented by a sufficient number of members across multiple organizations representing RRT2.
- ▶ Conduct two interactive virtual ESC meetings from locations hosted by NJDEP (August 2026) and NYSDEC (Fall 2026) focused on exchange of best practices and innovative ideas for RRT engagement, format, and member participation.

RRT Coordinators

- ▶ Schedule, make logistical arrangements, and conduct two RRT2 meetings (June 3-4, 2026) and Fall during the year.
- ▶ Prepare meeting summaries and action items, annual report, and annual work plan.
- ▶ Serve as the conduit to the National Response Team, sharing information downwards, and pushing for appropriate national level policy and guidance updates.

Community Air Monitoring Plan (CAMP)

Subcommittee

- ▶ **Objective: Develop baseline air monitoring plan for collective use by the RRT2 response community which categorizes and tiers air monitoring equipment, outlines information flow and roles and responsibilities for air monitoring by member agencies, and includes an air monitoring checklist, template and other response tools**
 - ▶ Review Community Air Monitoring plans of other RRTs (specifically RRT6, RRT7 and RRT10) and develop recommendations for development of an RRT2 CAMP as part of the RRT2 2027 Work Plan to the RRT2 Executive Committee by (proposed) October 16, 2026.
- ▶ Workgroup Members
 - ▶ Josie Martin, EPA
 - ▶ Stephen Simonetti, EPA
 - ▶ Luis Rivera, ATSDR
 - ▶ W. Timothy DeWald, USCG-AST
 - ▶ Mike Mariano, NJDEP
 - ▶ Lawrence Malizzi, CTEH
 - ▶ April Steger, CTEH

Regional Contingency Plan (RCP)

Subcommittee

- ▶ Objective: Review and update the Region 2 Regional Oil and Hazardous Substances Pollution Contingency Plan (R2RCP)
 - ▶ Conduct Review of R2RCP for necessary Updates
 - ▶ Engage RRT2 member agencies, Assign specific sections of the R2RCP, Establish a clear process for submitting and tracking proposed changes, Prepare a consolidated report will include all recommended changes
 - ▶ Implement Targeted Annual Appendix Reviews
 - ▶ Establish schedule for 3-year Review Cycle
 - ▶ For each selected Appendix, conduct a focused review to identify necessary updates related to regulatory changes, technological advancements, lessons learned from recent incidents
 - ▶ Prepare written report for each reviewed Appendix summarizing the findings

Regional Contingency Plan (RCP) Subcommittee (continued)

- ▶ Objective: Review and update the Region 2 Regional Oil and Hazardous Substances Pollution Contingency Plan (R2RCP)
 - ▶ Manage 3-Year Full R2RCP Update and Approval Process
 - ▶ Consolidate and track all recommendations for RCP updates
 - ▶ Submit the updated R2RCP to the RRT2 for review and approval by the conclusion of the initial 3-Year Review Cycle
 - ▶ Subcommittee Members
 - ▶ Which Agencies and Who?

Training and Exercise Subcommittee

- ▶ Objective 1: Proactively identify and facilitate training and exercise opportunities that strategically enhance planning, preparedness, and response capabilities for incidents involving oil, hazardous substances, and all hazards, aligning with the RRT2's mission and goals.
 - ▶ Develop a method (e-mail, Microsoft Form, etc.) for RRT members to share training and exercise opportunities.
 - ▶ Maintain a list of all training available to RRT partners posted on the RRT2 website.
 - ▶ Create a standardized template for RRT2 members to report on their experiences and lessons learned from participating in selected activities.

Training and Exercise Subcommittee

- ▶ Objective 2: Coordinate training and exercise opportunities for RRT2 meetings agencies
 - ▶ Proactively Identify and Prioritize Relevant Training Themes
 - ▶ Conduct ongoing monitoring of regional, national, and international trends, emerging threats, and lessons learned from recent incidents to identify pertinent RRT2 training and presentation themes.
 - ▶ Prioritize themes that address identified capability gaps or areas for improvement within the RRT2.
 - ▶ Develop and Execute a Comprehensive Annual Table-Top Exercise
 - ▶ Design, develop, and facilitate an engaging and realistic annual Table-Top Exercise (TTX) for the Fall RRT2 meeting, incorporating RRT involvement in response efforts, with a focus on decision-making, communication, coordination, and resource allocation.
 - ▶ Develop discussion-based questions that stimulate active participation and critical thinking among participants.
 - ▶ Incorporate relevant policies, procedures, and best practices into the TTX
 - ▶ Conduct and Evaluate Annual RRT2 Notification Drill
 - ▶ Subcommittee Members
 - ▶ Which Agencies and Who?

Cultural, Historic, Environmental, and Resources Subcommittee

- ▶ Objective 1: Develop Cultural Resource Guidance tools and training materials to support Federal OSCs
 - ▶ Review objectives and tasking of the Cultural, Historic and Environmental Resources (CHER) workgroup as described in the RRT3 2026 Work Plan and develop recommendations for RRT2 guidance
 - ▶ Compare the NHPA Section 106, compliance information from RRT3, including the RRT3 Unanticipated Discovery Plan (UDP) and Native American Graves Protection and Repatriation Act (NAGPRA), both in support of the National Historic Preservation Act (NHPA) with the existing R2RCP Appendix 7 and develop recommendations for revisions and merging of any information needed.

Cultural, Historic, Environmental, and Resources Subcommittee

▶ Objective 2: RCP notification procedures

- ▶ Update and/or create procedures for when natural resource trustee agencies must be notified by an OSC/RPM as required by the NCP

▶ Subcommittee Members

- ▶ Which Agencies and Who?

Spill Response Countermeasures (SRC)

Subcommittee

- ▶ Objective: Develop/refine response countermeasure strategies to assist the response community for spill response
 - ▶ Develop procedures and protocols for an expedited request, review, and approval process for the operational use of dispersants and other chemical countermeasures, inclusive of the use of existing guidance for required environmental emergency consultations.
 - ▶ The procedures should also address requests for use of surface washing agents within both the coastal and inland response zones.
 - ▶ Develop educational outreach materials which address the issues related to the use chemical countermeasures and process for seeking authorization for use.
 - ▶ Develop a memorandum from the RRT2 co-chairs to the National Response Team (NRT) stating the RRT2 Pre-authorization for chemical dispersant usage is no longer valid.
- ▶ Subcommittee Members
 - ▶ Which Agencies and Who?