

(b)(6)

From: Klusacek, Michael
Sent: Monday, May 05, 2014 9:15 AM
To: Stevens, Raymond
Cc: Duarte, Anthony; Engelhardt, Jack; (b)(6) Johnson, Bart;
ALBcoordinationcenter
Subject: RE: ALB-SWF Request - MCM POD Teams; Training; Testing Exercise

Ray:

Please change the SWF-POC & Team Lead to TSM Anthony Duarte.

Doreen: Please brief TSM Duarte on the MCM POD and provide him with the location of the pelican case and supplies. You will have to complete an inventory of the items and do a hand receipt. (see # 3 -- Ray's email)

Thank you

Mike Klusacek

From: Stevens, Raymond
Sent: Sunday, May 04, 2014 9:06 AM
To: Johnson, Bart; Klusacek, Michael
Cc: (b)(6) SYRCoordinationCenter
Subject: ALB-SWF Request - MCM POD Teams; Training; Testing Exercise

Attached is the current MCM POD teams that will need update to the Coordination Center for PMIS update to reflect current Team Lead and members.

1. Please review and return; I'll update Coordination Center for reporting to TSA HQ into Web EOC
2. New members will be required to complete OLC training courses; I can coordinate with Shawn once team members are confirmed
3. If change in Team Lead(s); the new Team Lead will need to inventory and take responsibility for the MCM pelican case and contents/new Hand Receipt
4. A 2014 "refresher" exercise may be required if Team is changed significantly from attached team listings to ensure they are properly trained in process
5. BUF-SYR-ROC should have also been issued MCM Kits & established teams in 2013 per attached SOC; updates may be required due to change?

Thanks

Ray

From: Stevens, Raymond
Sent: Thursday, July 25, 2013 12:27 PM
To: (b)(6)
Cc: (b)(6)
Subject: OLC Training Validation: MCM POD-ALB & SWF

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From: Klusacek, Michael
Sent: Thursday, January 30, 2014 6:56 AM
To: Stevens, Raymond
Cc: Duarte, Anthony (b)(6); Engelhardt, Jack
Subject: RE: SWF TSM tasking request Jan 30-31

Importance: High

Ray:

TSM Tony Duarte is working today and tomorrow. His cell number is (b)(6) and office is 845-220-(b)(6) (b)(6) can make the necessary arrangements to have the lockers moved from the area in front of the break room. It will be much easier to have the truck park in front of the airport and move the lockers through the Exit Lane to the front for loading.

I will speak with Tony this morning and have the necessary arrangements made so this task can be completed in short order.

Mike

From: Stevens, Raymond
Sent: Thursday, January 30, 2014 6:45 AM
To: Klusacek, Michael
Subject: SWF TSM tasking request Jan 30-31

Mike

Can you assign a manager today and tomorrow and let me know whom to have the vendor contact? The firm is planning on picking up the lockers this week for delivery to our VT spokes, but the driver has not called me as of yesterday. I'll just need one of the managers at the terminal to help direct the driver to the back door and escort to remove the 10 TSO 2-tier lockers.

Hopefully the truck just does not show up at the terminal; as soon as I get a call I'll let you know. If delayed, we'll reschedule next week.

Thanks

Ray

From: Klusacek, Michael
Sent: Wednesday, January 22, 2014 10:41 AM
To: Stevens, Raymond
Subject: RE: SWF Property Move

Ray:

Please coordinate these type of activities through me. (b)(6) is not the POC. One of the screening managers will make the arrangements once you have firmed up the date and time.

Thanks

Mike Klusacek

From: Stevens, Raymond
Sent: Wednesday, January 22, 2014 10:35 AM
To: (b)(6)
Cc: Klusacek, Michael; Engelhardt, Jack; (b)(6) Roche, James T
Subject: SWF Property Move

(b)(6)

Our TSA HQ vendor truck plans to be at the terminal sometime next week (weather permitting) to remove the ten 2-tier TSO lockers outside the break room.

We'll just need someone on-site to direct the driver to the back-door location to back-up and load the lockers for distribution to other airports.

I'll follow-up as soon as I get the call; I've asked for a 1 day advance from our trucker. Once removed, (b)(6) will take off the SWF excess I-Share site.

Ray