

Assurance Council



MINUTES

10/12/10

10:30

COMITIUM

MEETING CALLED BY	Bruce Chrisman			
TYPE OF MEETING	Fermilab Assurance Council			
FACILITATOR	Bob Grant			
NOTE TAKER	M. Tolian			
ATTENDEES	B. Chrisman C. Conger L. Hill – by phone R. Ortgiesen E. Vokoun	B. Grant D. Carlson K. Van Vreede V. White J. Heyes	A. Filak G. Leonard N. Grossman S. Henderson	B. Boroski G. Beck T. Miller B. Brooks

Agenda topics

- Polling of Members for Management Issues
- LBNL CAS Assessment
- Larry Hill to discuss new FRA Board Committee organization
- Discussion of CAS Implementation

DISCUSSION

No new Management Issues

B. Chrisman went through the Active Management Issues list, mentioning that there should be a draft plan completed by next week for the sustainability targets. Has talked to P. Oddone about the Chief Engineer position, and has been put in charge of OPMO for the time being.

LBNL CAS Peer Review Observers Comments handout – B. Chrisman & L. Hill discussed their experience as observers at the LBNL CAS Peer Review, and B. Chrisman went point by point over the document, explaining that the way the breakout sessions worked made it difficult for observers to gain insight into the whole process of the review.

Discussed a few points that were awkward about the whole LBNL review process. Not tied to the management systems at all; no focus on CAS; no real flow-down to the entire lab; need to follow the Lines of Inquiry more closely to make it easier on auditors; need to have available “read ahead” materials.

L. Hill mentioned that there were a set of rules to follow as observers; mentioned that this was not as rigorous as it could have been – and not as rigorous as it will be in the future, as they do more of them. Peer Review struggled with governance structure – we need to articulate this.

Is there a distinction between their assurance plans and our self-assessments?

How is the Lab going to handle risks? Assurance Council needs to discuss in future.

B. Grant to attend Brookhaven Peer Review at the end of November. It takes place 11/30/10 – 12/2/10.

In early 2011 there will be an organizational meeting to discuss the coming peer review. By next August, the Lab will not have a full-blown CAS, so there is some question about how to prepare.

Forwarded CAS schedule and links to business plan to AC Members.

SPECIAL NOTES OR HANDOUTS

All Meeting Minutes, along with any handouts and slide presentations, will be posted on the web at:
<http://www.fnal.gov/directorate/AC/index.html> **NOTE** – New web address for meeting minutes, effective 10/7/10.