

Assurance Council



MINUTES

12/7/10

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 E. Hill — by phone R. Ortgiesen E. Vokoun	B. Grant D. Carlson K. Van Vreede V. White J. Heye	A. Filak G. Leonard N. Grossman S. Henderson	B. Boroski G. Bock T. Miller J. Cotton

Agenda topics

- Polling of Members for Management Issues
- Status and Path Forward for Fermilab Policies

DISCUSSION

Management Issues –

- No new Management Issues
- B. Grant read active list to group – removed MOU issue
- Will only review active issues at 1st AC meeting of the month

B. Grant asked for input on CAS Implementation Schedule from AC prior to next meeting.

B. Grant briefly reviewed his experience as an observer at the BNL CAS Peer Review. They run their operation more like a business – looks much like the 3M business model. They were very consistent and well prepared. Thinks our Lab will do at least as well. May go to JLAB as an observer as well, since they are a single-purpose laboratory.

Policy discussion –

Documents distributed to AC

- Policy on Policies
- Process to modify the Policy Manual

B. Grant asks for feedback from AC – **Agenda Item for next week – Discussion on Policy Manual modification**
Would like to see both Fermilab & FRA policies to be formatted similarly
Should flow out of FRA corporate policy guide
Start with the highest level policies

E. Vokoun distributed Contract Mapping worksheets & discussed at length – Will post worksheets electronically with meeting notes. First four Management Systems covered in this discussion.

ITEMS FOR FOLLOW-UP

Input on CAS Implementation Schedule from AC members due to B. Grant prior to next meeting.

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.