

Assurance Council



MINUTES

8/2/11

10:30

SNAKE PIT

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|--------------------------|--|--|---|---|
| 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 R. Ortgiesen E. Vokoun | B. Grant D. Carlson K. Van Vreede V. White K. Collins | A. Filak G. Leonard N. Grossman S. Henderson | B. Boroski G. Bock P. Garbincius J. Heyes |

Agenda topics:

- Monthly Detailed Review of Management Issues
- Polling of Members for Management Issues

DISCUSSION

Detailed Review of Management Issues –

Removed two from 6/21/11

- CAS Review Results
- GAO may force the use of supply chain management for all DOE Labs

New Management Issue –

Must reduce Fermilab's 229 vehicles by 35% as follows:

- 15% by 12/31/11 (have already reduced by 5%, so it will be 10% more by calendar year end.)
- 15% in CY 2012
- 5% in CY 2013

Additional discussions

S. Henderson would like to have access to some sort of "action tracker." Discussed the use of rESHTRK or Sharepoint.

A. Filak would like to see posted a list or schedule of assessments, audits, etc. J. Heyes will send a list that was compiled last year for posting on the OQBP site, under Quality Assessments > Assessment Schedule & Reports.

Announcement of B. Grant's retirement as of early October. Jed Heyes will take over duties of the OQBP.

ITEMS FOR FOLLOW-UP

Next Assurance Council Meeting will take place on Tuesday, 9/13/11.

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>