

# Assurance Council



MINUTES

9/13/11

10:30

COMITIUM

<b>MEETING CALLED BY</b>	Bruce Chrisman			
<b>TYPE OF MEETING</b>	Fermilab Assurance Council			
<b>FACILITATOR</b>	Bob Grant			
<b>NOTE TAKER</b>	M. Tolian			
<b>ATTENDEES</b>	B. Chrisman C. Conger R. Ortgiesen <del>S. Henderson</del> Y.-K. Kim	B. Grant D. Carlson <del>K. Van Vreede</del> V. White P. Oddone	A. Filak G. Leonard <del>N. Grossman</del> <del>E. Vokoun</del> T. Dykhuis	B. Boroski G. Bock P. Garbincius J. Heyes B. Brooks

## Agenda topics:

- Monthly Detailed Review of Management Issues
- Poll for New Management Issues
- Post Mortem on DOE CAS Peer Review of Fermilab
- Discussion on Out Brief of DOE CAS Peer Review of Fermilab
- Discussion on Path Forward for CAS

## DISCUSSION

New Issue – Management of CAS

B. Grant presented the DOE Outbrief to the Council. Outbrief will be posted with the minutes.

Generally, they said they were looking for top-down management and were not finding it. Lower levels are implementing CAS more so than the top levels.

They are interested in seeing a facilitator.

System Owners will need to identify Key Performance Indicators and record them on the management dashboard.

The Lab gave the impression that the H Clause was a recent priority.

AC has questions on slide 5 about the mention of "shared responsibility, and on slide 6 regarding "personal interactions." B. Chrisman will clarify with Anita Gurshani and Bryan Mohler.

Lengthy discussion on Issues Management, frESHTRK, Sharepoint.

AC will look at FI in management tracking.

P. Oddone to be briefed on it and will make a decision on what system will be used.

Question on who will manage the CAS web site. It seems logical that it would fall to OQBP, but questions remain about how it will be operated.

## ITEMS FOR FOLLOW-UP

## 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>