

QAR Team Meeting 10/18/2010

Next Meeting – 10/25/2010 at WH2NW 9:00AM

First	Last	Organization	Present
Bakul	Banerjee	CD	X
Frank	Cesarano	BSS	X
Nicole	Gee	WDRS	X
Tom	Gehrke	QAE	X
Jed	Heyes	QAE	X
Tom	King	QAE	X
John	Martzel	QAE	X
Tim	Miller	ES&H	
Kurt	Mohr	QAE	X
Susan	Rahimpour	QAE	
Jim	Rife	TD	
Don	Rohde	AD	X
Keith	Schuh	PPD	X
John	Dawson	ES&H	
Rod	Walton	FESS	X

Action Items for Next Meeting

1	Jed to publish the tentative list of management systems created by the AC.			
2				
3				

Updates:

Tasks: Jed emailed a list of current risk methodologies to all last week.

Assurance Council: At Berkley there was a contract assurance assessment and the “observers comments” were reviewed. The feelings were that they were too lenient on the lab assessed. Objective evidence was not requested. This indicates that further assessments will have more rigorous requirements. There is not a standard list of CRADs being used. The assessments are not standardized. During the assessment, level 1 managers were present while level 2 managers were being interviewed. This will not be done at Fermilab. Berkley did not tie their management systems to contractor assurance requirements.

Notes entitled “comments for us” were generated at the Council meeting. This is a distillation of main points relevant to Fermilab that came out of the review of Berkley’s assessment. A complete list of the points can be found at the AC website. Some of those points are:

- A “sharepoint” was established at Berkley to communicate high level procedures for review prior to the assessment
- Assessments should be done along “lines of inquiry.”
- A risk assessment is done, and used to indicate where a formal assessment should be conducted.
- GAO & Inspector General concerns need to be included in assessments.
- Fermilab needs to show concrete evidence that systems are working.
- Tie contract assurance implementation to Fermilab’s strategic plan.

ES&H, N/A

WDRS, N/A

BSS, N/A

Assessments: WDRS opening meeting starts today.

Graded Approach, N/A

Process Improvement, N/A

Agenda for today:

Root cause analysis procedure review, S/CI tags, Assurance Council updates.

NOTES:

A task force co-sponsored with ES&H was done to harmonize the Root Cause Analysis (RCA) with the FESHM procedure. CD was also involved with their procedures for ITIL. The changes don’t affect how we will use the procedure. FESHM and RCA procedures were changed to agree more closely. The changes tend to reference each other between FESHM, RCA & ITIL.

The notification of S/CI tag availability was sent last week. The design of the tags was shown.

Tom Gehrke

Meeting adjourned – duration 60 min