

QAR Team Meeting 4/12/2010

Next Meeting – 4/19/2010 at WH2NW “Black Hole” 9:00AM

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

Carry Over Items & Task Assignments

1	Demonstration of the ITNA OJT link is planned.			
2				
3				

Agenda for today.

Assurance Council updates: Council meets tomorrow

Assessments: Susan presented a first pass of the consolidated assessment schedule. Discussion regarding the difference between Assessments & assessments was held. QARs need to determine which term applies to the assessments Susan has on the schedule. QARs need to add frequency of assessments status of the assessments & dates (if known). Susan will follow up with email to QARs to verify what she needs.

ES&H updates: John Dawson will be taking over Tim’s place as QAR

WDRS updates: N/A

BSS updates: CAP from fleet assessment is ready to be closed & procurement CAP is ready to be closed.

NOTES:

A Root Cause Analysis procedure has been written & the CAP Procedure & Management Assessment procedure has been changed. SC/I procedures have been released. QARs please review.

Demo of ITNA by Patty Cameron

Tim, John, Bakul & Kurt will define OJT & guidelines what should go into the ITNA link.

Tom Gehrke
Meeting adjourned – duration 1hr 25 min