

QAR Team Meeting 5/24/2010

Next Meeting – 6/1/2010 at WH2NW “Black Hole” 9:00AM

First	Last	Organization	Present
Bakul	Banerjee	CD	X
Frank	Cesarano	BSS	
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	
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	Graded approach to be the major subject for the next meeting.			
2	Susan, Rod, Tim present guidelines for determining formality of documentation			
3				

Agenda for today

Assurance Council updates: N/A

ES&H updates: N/A

WDRS updates: N/A

BSS updates: N/A

Assessments: The assessment for TD is about half done. Some joint interviews with the Tripartite team have been accomplished. Assessment closing meeting is planned for Thursday.

Graded Approach update: N/A

Process Improvement:

New Business: It would be a good thing if the QARs & QAEs get involved proactively for process improvement. Process Improvement added as a standing agenda item.

NOTES:

The assessment schedule for 2011 is finalized, with some “fine tuning” expected as the dates of the assessments get closer.

Tom Gehrke
Meeting adjourned – duration 25 min