

**QAR Team Meeting 6/14/2010**

**Next Meeting – 6/21/2010 at WH2NW “Black Hole” 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	X
Kurt	Mohr	QAE	X
Susan	Rahimpour	QAE	X
Kurt	Riesselman	COMM	
Jim	Rife	TD	X
Don	Rohde	AD	
Keith	Schuh	PPD	X
John	Dawson	ES&H	X
Rod	Walton	FESS	X
Jim	Wollwert	FI	

**Carry Over Items & Task Assignments**

1	Graded approach to update.			
2				
3				

Agenda for today

Assurance Council updates: N/A

ES&H updates: ISO assessment was closed. Per Rod, results were good, no findings.

WDRS updates: Personnel were contacted to provide help for the OJT entry.

BSS updates: N/A

Assessments: TD report has been reviewed. Should be out this week. Power recovery assessment interviews with FESS personnel will happen this week. Met with process owner for CD/WAN assessment to further determine the scope.

Graded Approach update: N/A

Process Improvement: N/A

New Business: N/A

**NOTES:**

Coordinating Fermi assessments with Fermilab internal audit assessments may not be able to happen to avoid an appearance that Fermilab internal audit assessments aren't independent when they actually are independent. Meetings with BSS have been happening to coordinate BSS assessments with the consolidated assessment schedule. BSS has many specialized assessments.

Susan gave an update report to the progress of the DocDB calendar for assessments.

The additional 2 QAE head increase is on hold indefinitely. How this impacts the assessment schedule for FY 2011 is being assessed.

Issues regarding charging assessment time for persons interviewed were discussed.

Tom Gehrke  
Meeting adjourned – duration 90 min