

QAR Team Meeting 6/7/2010

Next Meeting – 6/14/2010 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	X
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	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: Fermi time & labor to go “live in 2 weeks.

Assessments: TD closing meeting was held.

Graded Approach update: N/A

Process Improvement:

New Business:

NOTES:

Tim gave ideas on documents & records. Discussion regarding the definition of documents & records was held.

Keith gave an update on the root cause analysis of the power outage at CD.

Tom Gehrke
Meeting adjourned – duration 90 min