

QAR Team Meeting March 19 2012

Next Meeting – April 3, 2012 at WH2NW (Black Hole)

First	Last	Organization	phone	email	Present
Bakul	Banerjee	CD	5251	bakulb@fnal.gov	X
Adam	Bracero	TD	2536	bracero@fnal.gov	X
Frank	Cesarano	BSS	4188	cesarano@fnal.gov	X
John	Dawson	ESH	4830	jbdawson@fnal.gov	X
Nicole	Gee	WDRS	3697	nicole@fnal.gov	X
Jed	Heyes	OQBP	3969	jhey@fnal.gov	
Tom	King	QAE	6474	mrdrking@fnal.gov	X
John	Martzel	QAE	5061	martzel@fnal.gov	X
Kurt	Mohr	QAE	6001	kmohr@fnal.gov	X
Mike	Pakan	QAE	2236	mpakan@fnal.gov	X
Don	Rohde	AD	2367	rohde@fnal.gov	X
Eugene "JJ"	Schmidt	PPD	4328	jj@fnal.gov	X
Rod	Walton	FESS	2565	rwalton@fnal.gov	X
Jim	Wollwert	FI	5561	jwollwer@fnal.gov	

Meeting locations for future QAR meeting locations: ALL Monday meetings in WH2NW (Black Hole) at 9:00 AM – Every other week

Carry Over Items & Task Assignments

1	none		
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Items Covered Today

Topic	Consolidated Assessment Schedule
Discussion	All information was submitted by D/S/Cs.
Resolution	Information

Topic	2012 Engineering Process Design Criteria Assessment
Discussion	Starts in April. Any D/S/C with engineering design will have this as the focus; Management from D/S/C without design engineering asked for input on candidate work processes to evaluate. QAEs evaluating requirements in Engineering Manual (EM); Peter Garbincius will be advised and approve the requirements. There may be some ES&H tripartite to consolidate; are there others to consider if work process are in consideration? We will review this again at a future QAR meeting. Will be article in FT on the EM.
Resolution	Suggest work process(es) for assessment that add value to the management of your organization

Topic	Assurance Council
Discussion	<ul style="list-style-type: none"> • There is an Apple Licensing Issue – government wide • Disaster Recovery Plan - no change in status • Engineering Manual – Pier concerned about implementation – suggestion, add to engineers' ITNAs. • Self-assessment (SA) issues – SAs are not as useful to DOE as intended. New definitions make the SA system part of the Contractor Assurance System (CAS). SAs are used so Director and COO can verify all systems operating effectively. • There is a new project manager (PM) for CAS – Matt Crawford (from CS) supported by Peter Heinz • Question asked – where is DOE CAS Report? Currently not available ... <p><i>More info on these at OQBP\Contractor Assurance\Assurance Council\Meeting Minutes</i></p>
Resolution	Information

Topic	Assessment Updates
Discussion	<ul style="list-style-type: none"> • OQBP policy is to not post attachments on the OQBP web site (assessment records/evidence) to avoid sensitive info exposure – this info was and will still be made available upon request. • Procurement Assessments - completed <ul style="list-style-type: none"> • WDRS – Report completed and final version delivered to WDRS and placed on OQBP web site • AD – Completed on-site work and now drafting report; only minor observations seen. • EVMS Surveillance completed – 5 CARs - 4 were repeat, but was improvement overall from last year
Resolution	Information

Topic	News / Updates / QA Issues / Successes or Challenges
Discussion	<ul style="list-style-type: none"> ▪ WDRS – New person in HR Records ▪ Electronic Records –K Duerr to take over all storage/backup of Visual Media, CS, AD, TD at Iron Mountain
Resolution	Information.

Tom King - X6474 or 630-267-6644
Meeting adjourned - duration 45 minutes