

QAR Team Meeting April, 2 2012

Next Meeting – April 16, 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	
Nicole	Gee	WDRS	3697	nicole@fnal.gov	
Jed	Heyes	OQBP	3969	jheyas@fnal.gov	X
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	QAR to ID assessment topics from their DSC for next meeting	April 16, 2012	QARs
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Items Covered Today

Topic	Consolidated Assessment Schedule
Discussion	All information was submitted by D/S/Cs, TD will have a supplementary update
Resolution	Information

Topic	2013-2014 OQBP QA Assessment Topics
Discussion	QARs should Suggest process based rather than criteria based topics. Review items from the As-Is list to determine if there are any "leftovers." Jed will work with Bruce Chrisman, Peter Garbincius and Alicia Filak, look for overlapping opportunities to complement assessments
Resolution	QARs to suggest work process(es) for assessment that add value to the management of your organization

Topic	2012 Engineering Process Design Criteria Assessment
Discussion	Starts in April. QAEs evaluated requirements in Engineering Manual (EM) and identified question (interpretations) for Peter Garbincius to review and make suggestions. Chapter 6 of IQA, Design, is also within scope for this assessment. It appears that there was at least one item covered in the IQA and not in the EM. Note: There was an article in FT on the EM assessment.
Resolution	As above, for non-engineering/design assessments, 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"> No new management issues Mike Crawford, is the project manager (PM) for Contractor Assurance System (CAS), Question as to what is FRA BOD RRAA in CAS; AC will review its charter on RRAA. There was demo of RevTrac (derives from items identified from Tiger Team reviews, findings, corrective actions). This is "more than" FrESHTRK. Pier wants something in place with minimum effort to track issues lab-wide; later we may modify it to be more of what we want.
Resolution	Information

Topic	Assessment Updates
Discussion	<ul style="list-style-type: none"> Procurement Assessments – completed; overall low number of CAPs. Kurt writing the assessment roll-up EVMS Surveillance completed – waiting on teams report. LBNE and Mu2e are currently participating in CD reviews. Design, Work process & Eng. Assessment – pre-planning meeting held with ES&H. Assessment to cover work processes.
Resolution	Information

Tom King - X6474 or 630-267-6644
Meeting adjourned - duration 50 minutes