

QAR Team Meeting April, 16 2012

Next Meeting – April 30, 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	jheyese@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	none		
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Items Covered Today

Topic	Consolidated Assessment Schedule
Discussion	All information for fy 2012 was submitted by D/S/Cs, waiting on some info and then will update the schedule and send out to all QARs for review
Resolution	Information

Topic	QA Assessment Procedure Update
Discussion	Changes made to document to more accurately describe/follow procedures, e.g. order of reviewing reports, qualifications of assessor, ...
Resolution	Information

Topic	2013-2014 OQBP QA Assessment Topics
Discussion	D Rohde discussed this with R Dixon and P Czarapata. J Martzel met with FESS to discuss general areas to review ... mentioned that they would like Management Systems assessed rather than areas in the D/S/Cs – similar subject discussion Jed and Dave Carlson had; Jed to discuss this again with Dave today.
Resolution	Information

Topic	Self-Assessment Sub-team Update
Discussion	Several assessment areas/topics are performed annually with different topics in different quarters of the year. Looking to streamline to get more value-added. FSO says Fermilab should determine and prioritize what self-assessments it will do. Future assessments need to be cast under CAS as indicated by improvement sub-team discussions.
Resolution	Information

Topic	Engineering/Work Processes Assessment Update
Discussion	<ul style="list-style-type: none"> • Planning started; assessment goes through September. • F Cesarano & M Pakan began formal assessment planning with ES&H. They will be reviewing implementation and updates to the Control of Nuclear Material documents. • The IQA & Engineering Manual reviewed by QAEs, questions were formulated for clarification and responses received. CRAD-like questions formulated.
Resolution	Information

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), • DOE looking into taking over small businesses from contractors at all laboratories. • AC will review & rewrite its charter on RRAA – need more teeth in its advisory role.
Resolution	Information

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Topic	Assessment Status Update
Discussion	K Mohr – working on roll-up report for Procurement Assessment M Pakan – Engineering Manual/Work Processes (WP) planning and initial meetings scheduled with ES&H. First WP will be Nuclear Materials Control and Accountability – will look at WP from IQA perspective, review last assessment report, look at new safeguard requirements.
Resolution	Information

Topic	D/S/C updates /news/ quality issues/ agenda items
Discussion	Removing “D/S/C Quality Successes and Challenges” and “Standing Items:” from QAR agenda and incorporating that content in this section.
Resolution	Information

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