

Lab-Wide Earned Value Management System Project
Core Team Meeting
March 25, 2009
2:30 -3:30 PM
Black Hole (WH2NW)

- 1) Discuss/Status pending action items [All]
- 2) Discuss Training Needs for CAM interviews based on review of Mock Review Report Card [All]
- 3) Discuss what printouts should be available for CAM interviews (i.e. support trace) [Harry/All]
- 4) Discuss definition of Control Account Plan [Elaine]
- 5) Discuss Revision of Monthly Reporting Procedure [Dean]
- 6) Results from 19-Mar Call with OECM/Tecolote [Dean/Elaine]
- 7) Timeline [Dean]
- 8) Action Items

ACTION ITEMS AS A RESULT OF 18-Mar-09 MEETING:

New Action Item	Assigned to
Talk to OECM/Tecolote about how to roll up by OBS	Dean/Elaine
Look at how Open Plan and Cobra work with PMT changes	Suzanne/Bill
Fix procedures to say that PMT can't change if WP is open	Elaine
Insert language about accruals – (CAMS to request financial person to make accruals) in procedure 006	Dean
Identify topic and schedule next CAM training session for tech board meeting	Dean/Elaine
Update To Do list per this meeting	Elaine
Look at report card and come to meeting with training suggestions	Core Team
In-progress Action Item	
Play with Open Plan to see how ETC/EAC process would work	Bill
Complete rewriting of thresholds and reissue procedure 006	Dean
Summarize spares meeting notes for distribution	Dean
Continue efforts on Fermilab implementation of OHEP direction on free physicists	Dean/Elaine
Develop memo to come from Pier for system roll-out	Dean