

Lab-Wide Earned Value Management System Project
Core Team Meeting
April 08 , 2009
2:30 -3:30 PM
Black Hole (WH2NW)

- 1) Discuss/Status pending To-Do-List items [All]
- 2) Progress on developing ETC/EAC and updating desktop instruction (Rachel's Doc) [Bill/Suzanne]
- 3) Discuss CAM Group Training and CAM Individual Training [Harry/All]
- 4) 7-Apr Phone Conference on Free Physicists
- 5) Timeline [Dean]
- 6) Key Items to Emphasize in Review Presentation [Dean/All]
- 7) Action Items

ACTION ITEMS AS A RESULT OF 25-Mar-09 MEETING:

New Action Item	Assigned to
Fix procedures 2 and 3 to reflect change in Control Account Plan definition	Elaine
Revise trifold	Dean
Develop Control Account trace for review	Elaine
Test links that OECM will use when off site	Elaine
Update To Do list per this meeting	Elaine
Look at procedure 6 and get back to Dean with comments by noon Thursday	Core Team
In-progress Action Item	
Insert language about accruals – (CAMS to request financial person to make accruals) in procedure 006	Dean
Look at how Open Plan and Cobra work with PMT changes	Suzanne/Bill
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