

Meeting Invitees	Attended
Bill Boroski	
Peter Garbincius	X
Nancy Grossman	X
Dave Harding	X
Steve Holmes	X
Tom Lackowski	X
Mike Lindgren	
Pat Lukens	
Ann Nestander	
Ed Temple	S
Connee Trimby	X
Dean Hoffer	X
Elaine McCluskey	X
Additional Attendees	
John Cooper	X

ACTION ITEMS AS A RESULT OF THIS MEETING:

New Action Item	Assigned to
In-progress Action Item Handling of spares in EVMS (not needed for certification process)	Core Team

Agenda and Presentation slides for this meeting can be found at http://www.fnal.gov/directorate/OPMO/Projectsns/EVMS/OversightMtg/2008/12_10/OCM.htm

Handouts: Effort evaluation of EVMS changes required after assessments of last 2 weeks

Dean described **outcomes of 9 Jan 09 OECM Readiness Assessment**. Two show stoppers identified by OECM which might prevent scheduling certification review. Since that meeting, one is expected to disappear, and it has been agreed at high levels of DOE that other will not hold up scheduling the review.

Dean then described outcomes of **internal readiness assessment of week of 12 Jan (mock certification review)**. Consultant reviewers created list of must do, risk reducers, and long term recommendations, which were discussed in detail. Items for note here:

- Connee suggested that there are many reports in the accounting system that could be useful to CAMS. These existed for NUMI, and could become a standard report run for NOVA.
- What constitutes a Control Account Plan was discussed. We believe we have the basic elements of this in hand – needs tweaking, identification, and training with CAMs.
- Current documents are not seen as detailed enough, but we are not intending to rewrite them from the bottom up; rather we expect to make them more specific through incorporating the recommendations from the 2 assessments.

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- Re-evaluating variance thresholds: Core Team will be reviewing what other labs have and may make recommendation. Concluded that changes to thresholds would not constitute starting the 3 month report cycle needed for review over again.
- Connee asked what type of project controls staff is lacking on NOVA? For financial folks, other people in lab could be drawn in to help Suzanne out during this time EVMS preparation, to work on non-Cobra items. She will speak with Cindy Conger and Ellie Arroyo on this.

Consultants also recommended **delaying the certification review date**. Much discussion ensued on how ready we need to be and how much we can correct after the review. OSC talked about what are the penalties of having many CARs versus benefit of scheduling earlier. No matter what, major CARs will result in CAP to be approved, do the corrective actions, and then implement for 3 months. Followup could be just submitting and long distance approval, up to full certification review again.

It was stated that Dennis Kovar has said that if we have review and approved corrective action plan, NOVA could get CD3-b. Lehman's office has said that CD-3b will not be held up due to lack of EVMS certification. Steve and Peter will continue to remind Kovar of this point.

Dean stated that to be successful in the review, he suggests delaying it one to two months from 16 Mar date. OSC agreed that **aiming for 6 week delay to end of April** seems reasonable.

Next meeting will be 12 February (A. Lincoln's 200th birthday!) at 3:00 p.m.