

Agenda
Earned Value Management System Surveillance Review
Fermi Research Alliance, LLC (FRA)
Fermi National Accelerator Laboratory (FNAL) – Bldg. Wilson Hall/Room Hornet’s Nest (8th Floor crossover)
March 7th – 8th, 2016

PURPOSE:

This will be a formal review of the Fermi Research Alliance, LLC (FRA) Earned Value Management System (EVMS) implemented at Fermi National Accelerator Laboratory (FNAL). Discussions will occur and interviews will be performed to determine how the current EVMS works and its implementation across all of FNAL (including such information as accounting, procurement, software tools and interfaces, scheduling, cost estimating, reporting, Control Account Managers (CAMs), work authorization, etc). The outcome of this meeting will be a formal assessment of the FRA EVMS by an independent review team, including corrective actions and continuous improvements.

AGENDA:

Monday – March 7th				
Time	Subject	Session	Leader/Speaker	Location
8:00 - 8:30	Review Team In-room Setup and Discussions	Closed	Review Team	Wilson Hall, Hornet’s Nest, 8 th floor crossover (between elevators)
8:30 - 9:00	Welcome / Safety Review / Review Team In-Briefing	Closed	Review Team, Marc Kaducak	
9:00 - 11:00	Office of Project Support Services Overview (20 min)	Open	Marc Kaducak	
	EVM System Overview, Corrective Actions (30 min)	Open	Richard Marcum	
	Mu2e Project Overview (20 min)	Open	Ron Ray	
	Muon g-2 Project Overview (20 min)	Open	Chris Polly	
	LBNF EVMS Implementation Update (20 min)	Open	McCluskey/O’Sullivan	
	Break (10 min)			
11:00 - 12:00	Review Team Orientation / Documentation Review & Traces / Team Discussions (Lunch vouchers will be provided)	Closed	Review Team	
12:00 - 1:30	Mu2e CAM Interview #1 – T. Hamernik	Closed	Review Team	
1:30 - 3:00	Mu2e CAM Interview #2 – M. Lamm	Closed	Review Team	
3:00 – 4:30	Mu2e CAM Interview #3 – G. Ginther	Closed	Review Team	
4:30 - 5:30	Review Team Meeting	Closed	Review Team	
5:30 – 5:45	Informal Daily Out-Brief	Open	Review Team, FRA	

Tuesday – March 8th				
Time	Subject	Session	Leader	Location
8:00 - 9:00	Review Team Preparation	Closed	Review Team	Hornet's Nest
9:00 - 12:00	Accounting Interviews – Jim Wollwert	Closed	Interview Team – Accounting	Director's Conference Room, Wilson Hall 2 nd floor East
9:00 - 10:30	g-2 CAM Interview #4 – J. Morgan	Closed	Review Team	Wilson Hall, Hornet's Nest, 8 th floor crossover (between elevators)
10:30 - 12:00	g-2 CAM Interview #5 – P. Winter	Closed	Review Team	
12:00 - 2:00	Review Team Work Session / Team Discussions / Data Traces (Lunch vouchers will be provided)	Closed	Review Team	
2:00 - 3:00	Management Interview [If Needed] – Marc Kaducak and/or Mike Lindgren, others as requested	Closed	Interview Team (Select Members)	
3:00 - 5:00	Resolve Any Remaining Issues & Interview Needs / Review Team Consensus / Writing of any CARs, CIOs	Closed	Review Team	
5:00 - 5:30	Formal Out-Brief and Review of Next Steps	Open	Review Team, FRA	

Review Team

Bob Wunderlich (DOE retired) – Team Lead

Kurt Fisher (DOE-SC/OPA) – Organization

Greg Capps (ORNL) – Planning, Scheduling, and Budgeting

Cathy Lavelle (BNL) – Planning, Scheduling, and Budgeting

Jenn O'Connor (BNL) – Planning, Scheduling, and Budgeting

Betsy O'Connor (ANL) – Accounting Considerations

Lynda Gauthier (FRIB) – Analysis and Management Reports

Rick Larson (LBNL) – Analysis and Management Reports

Julia Chaffin (SLAC National Accelerator Laboratory) – Revisions and Data Maintenance

Leonard Mucciari (Consultant – former DOE) – Revisions and Data Maintenance

Ethan Merrill (DOE) - Observer

Ruben Carcagno (FNAL) – Observer

Vivian O'Dell (FNAL) – Observer

Giorgio Apollinari (FNAL) – Observer

Suzanne Saxer (FNAL) - Observer