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CBDPP I&M Committee Meeting Minutes

April 14, 2011

2430 Stevens / CR 297
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ATTENDEES:

Darrell Riffe
Kirk Domina
Calin Tebay
Chuck Wildman
Mary Sams
John Calcagni
Lisa Hart
Silvette Boyajian
Colby Smith
Mario Moreno

Randy Phenneger
Scott Seydel
Larry Sherman
Leo Wickstrand
Thomas Morris
Mark Fisher
Sam Murff
Mike Butts
Carl Dunn
Joseph Samuels
Michele Solano

INTRODUCTIONS:

No new Introductions.

SAFETY TOPIC:

- Be aware of traffic on the side of the road on the highways. People pulled over, who want to merge back into traffic don't always do so safely, so be alert.

NEW BUSINESS

- **Configuration Control of DOE-0342, CBDPP document**
 - **Discussed program vs. procedure as the format for DOE-0342.**
 - Best answer could be a hybrid of both a program and a procedure. Could have the general, high level document be DOE-0342, but parts of the current document could be broken out and become Site Wide procedures that fell underneath the main 0342 program document.
 - ❖ This hybrid could make incorporating changes easier, as procedures could be changed much more quickly than revising the entire CBDPP Program document every time a change comes in.
 - It is recommended that all voting member of the CBDPP Committee be present at the 60% and 90% presentations so the committee hears all the comments, so that incorporating the changes into 0342 would be easier.
 - Beryllium CAP Product teams have to provide a redline strikeout version of DOE-0342 along with resolution forms so that the CBDPP Committee will see the changes being proposed.
 - Reviewed an updated handout of the configuration control flowchart and an updated process description. This flowchart attempts to capture every possibility for how things could go for configuration control. No

- Concern was raised that changes to DOE-0342 could cause issues out in the field. Initial objections are going to happen, and time needs to be given to see if the changes are actually working.
 - Clarification was made as to who lets contractors know when DOE-0342 has been reviewed and released. DOE will send letters of direction to all contractors for them to get out to their workers.
- **Current Resolution Form Process Discussed with Julie Goeckner**
 - The current Resolution Form process was explained to Julie Goeckner. It was further explained that if too many resolutions come in at once, the process breaks down. It was noted that the new process should be better.
 - Committee reviewed the Consensus Process flow chart and how changes are getting made in the Be CAP consensus process.
- **Major changes that impact with high cost and lengthy implementation times**
 - If major changes come in that are going to take a lot of time and/or money per contractor cost/schedule analysis, and DOE says there is no more money, so possible de-scoping elsewhere has to happen to pay for these changes, this Committee needs to be ready for that to happen.
 - Responses from DOE could cause a delay in implementation.
 - Cost estimates and schedules can impact/delay implementation, but for now DOE is saying go ahead and implement, and we'll figure out the cost/schedule issues later.
 - Be CAP goal is to develop a best in class process, and if whether or not DOE is going to allow contractors to implement or not contradicts the initial direction.
 - Dr. Triay's video said that cost isn't a factor. Consensus process should capture a good time estimate on how long implementation of products should take.
- **Incorporating Training flowchart into the process**
 - HAMMER's Flowchart has yet to be included in the Consensus process. That flowchart was approved by this Committee and needs to be incorporated.
 - HAMMER's Flowchart has defined processes that this Committee will be following. This happens once the Be CAP Product teams hand off to HAMMER.
 - If HAMMER is involved too soon, and then changes are made, it causes double work for HAMMER, and that should be avoided.
 - Workers have to be trained to the new products before DOE-0342 changes can be implemented.

- Lisa Hart is taking notes during product presentations and taking that information back to the HAMMER team, so they have some idea of what is coming their way.

- **Beryllium CAP Product Presentation given on 4/12/11**
 - First 60% presentation was the Beryllium Work Permit. Configuration control of DOE-0342 was brought up at this presentation.
 - Original plan was to have the 90% presentation on 4/19/11, however, it could be another month before the 90% is done, as many lessons learned and comments came out of the 60%.

- **Beryllium Waste Handling Qualifications Question sent to Larry Sherman**
 - A Question was reviewed by the Committee regarding handling of Be waste and what training is needed.
 - After discussion, Committee agreed that, like all other waste on the Hanford Site, workers have to be medically qualified and trained to handle it.
 - A straw man response to the question was reviewed by the Committee.
 - ❖ Larry Sherman will revise the response and bring back to the next Committee meeting.