

EFCOG Engineering Practices Working Group
Organizational Meeting Minutes

Date: May 8 and 9, 2003, 1 ½ days

Location: Albuquerque, New Mexico, USA

Attendees:

1. Tom Stevens, Framatome ANP, Senior Vice-President
2. Toney Mathews, Framatome ANP, General Manager
3. Tom Etheridge, ORNL Chief Engineer
4. Pam Horning, Y-12 Engineering Director
5. John Gertsen, Y-12 Chief Engineer
6. Jim Whitcraft, BSC Engineering Manager, Yucca Mtn. Project
7. Herb Mumford, BBWI Director of Engineering, INEEL
8. Harry Gullett, Infrastructure Engineering Lead, SNL
9. Tom Monahan, WSRC Engineering Standards Manager, SRS
10. Dave Coats, Division Leader, Design & Construction, LLNL
11. Tobin Oruch, Engineering Standards Lead, LANL
12. John Shaffer, Director of Site Operations, NREL
13. David Lowe, Chief Engineer, CH2M Hill, Hanford
14. Steve Young, Mgr. Engr., PM & Const., BWXT-Pantex
15. Phil Stewart, Program Engr., BWXT-Pantex

Results:

- ✓ The group comprised a cross-section of contractors from across the DOE complex. The group reviewed the draft Engineering Practices Working Group (EPWOG) charter and approved its submittal to the EFCOG directors at their meeting the following week (subsequently approved by the board on May 15).
- ✓ Each company represented gave a 15 – 20 minute presentation on the practice of engineering at its location. This covered some typical types of engineering projects, disciplines represented in the organization, quality programs used, and how things such as safety, operability and project management are integrated. The purpose of this exercise was to help everyone get acquainted, understand the diversity of engineering practiced by the organizations represented, and stimulate thoughts that would be useful in accomplishing the objectives of the meeting.
- ✓ Toney Mathews and Tobin Oruch were named interim co-chairs of the working group.
- ✓ DOE Sponsors who will be approached to serve in this capacity are Jim Rispoli, DOE, and Willie Clark, NNSA (subsequently confirmed).
- ✓ The EFCOG Sponsoring Director is Tom Stevens.
- ✓ The EPWOG will assume control of engineering standards, fire protection, and configuration management group activities.
- ✓ The attendees developed a list of potential issues for the working group to take-on:
 - Prepare a functional expert and engineering excellence matrix
 - Develop engineering performance metrics
 - Study and prepare a collection of best practices for commissioning
 - Review use of graded approach techniques (nuclear and non-nuclear)
 - Identify acquisition methods for outside engineering services
 - Identify best practices for the conduct of engineering
 - Develop ideas to attract and retain new engineers
 - Challenge the existing subgroups that will be folded under EPWOG

Actions:

1. Finalize and publish membership list, to include DOE sponsors (Toney Mathews)
2. Have a July conference call of the membership (Tobin Oruch)
3. Have a general meeting in Washington, DC, L'Enfant Plaza, October 21 and 22 (Toney Mathews)
4. Develop and publish a matrix of functional experts and engineering excellence (Tobin Oruch)
5. Set objectives for the remainder of 2003 (to be done during the July conference call)

Contacts:

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