

Decontamination & Decommissioning and Facility Engineering (DD/FE) Task Group Kick Off Meeting

Tuesday, October 31, 2006

Nevada Support Facility Room 6375

<u>Time</u>	<u>Topic</u>	<u>Lead</u>
8:00 – 8:20	Welcome, Introductions, Role of DD/FE Task Group	Mike Lackey Fluor (Hanford) Sandra Waisley DOE-EM (HQ)
8:20 – 9:45	Discuss Goals / Issues / Deliverables <ul style="list-style-type: none"> • Bringing the Best Practices of most value to the forefront <ul style="list-style-type: none"> ○ How it could work versus how it works today <ul style="list-style-type: none"> § Best and worst databases and why ○ Positive Best Practices that reduce baseline cost and schedule versus negative Lessons Learned driven by reporting requirements ○ Strategic versus contract-period focus ○ Identifying and addressing barriers to improvements (e.g., proprietary concerns, competitive advantage) • Identifying and Filling Technology Gaps to decrease cost and increase safety <ul style="list-style-type: none"> ○ Providing feedback during EM 10-year Technology Roadmap development ○ Integration with Army Corps of Engrs efforts and National Labs 	Mike Lackey Sandra Waisley Andy Szilagyi DOE-EM (HQ)
9:45 – 10:00	BREAK	
10:00 – 11:30	Discuss Goals / Issues / Deliverables (continued)	Mike Lackey Sandra Waisley Andy Szilagyi
11:30 – 1:00	LUNCH	
1:00 – 2:30	Formulate Deliverables (i.e., annual plan) and Accept Actions	Mike Lackey
2:30 – 2:45	BREAK	
2:45 – 4:00	Review and Approve Charter	Lanny Dusek Fluor (Hanford) Mike Lackey
4:00 – 4:30	Elect Leadership: <ul style="list-style-type: none"> • Vice-chair • Secretary 	Mike Lackey
4:30 – 5:00	Wrap Up and Next Steps	Mike Lackey
5:00 – 6:00	Debrief DD/FE Management Steering Committee (tentative)	DD/FE Leadership