

October 13, 2009
EFCOG Safeguards & Working Group - Steering Committee

There are several item which I wish to discuss and if possible arrive at a conclusion/decision/action. The following list is a starter, you have items which you wish to add please do so or bring them up at the meeting. This should be a full meeting so don't plan on leaving early. We meet at 1:00 in Bldg 822 conference room. A summary of events since our last meeting. 6 months appears to be two long if we have and are doing work.

- New Member Packet
 - Do we need it?
 - Content
 - When and who
- Sponsors
 - Engagement
 - Letter
 - Charter
 - Membership
 - How often
 - Who when
- Stakeholder engagement (energize)
 - Judy's memo
 - Three legged stool
 - September board meeting
 - Strategic planning meeting - action item
- Annual Report
 - New format
 - Due prior to December executive council meeting.
- Working group meeting - Agendas
- Steering committee
 - Sponsor ship
 - Charter
 - Working group charter
 - Membership
- Security improvement letter to EFCOG chair
- Conferences and engagement
 - Waste management
 - INMM
 - NDA/WINS (Roger Blue, board meeting, agreements, Roger Housley)
- Lesson learned (Judy and/or Wade Nelson)
- Meeting minutes - new requirements
 - See note from Mark Frier
- Allowable cost
- Work scope - New Scope
 - Reporting process
 - Culture
 - Human capital - review S. Baker statistics (1%/month)
- Small business membership \$1000
- NTC Training, Arnold Guevara
 - In teach concept.