



Condition Assessment Group Meeting

October 27, 2009 - Tuesday
 8:30 AM to 4:00 PM
 Great Basin Conference Room (1st Floor,
 Left Side) Nevada Support Facility
 North Las Vegas, NV

**Day 1
 Welcome!**

Latest Revision Date: October 02, 2009Rev11

Type of meeting: The Condition Assessment group meetings are the primary forum to discuss continuous improvement processes regarding CAS inspections, CAIS programming and reporting enhancements needed by the site users, DOE CostWorks project estimating, sustainment models, and RPV models. The underlying condition assessment process and CAIS system, for those sites that use CAIS, is what ultimately feeds the DOE FIMS database and various required reporting to DOE (for example, Quarterly Maintenance IFI and TYSP).

Attendees: Site CAIS Database Administrators, CAS Managers, CAS Inspectors, Deferred Maintenance Program Managers, CAIS Support Contractors, HQ Technical Monitor. DOE/MA-50 - Office of Engineering and Construction Management (OECM), and NNSA/NA-52 – Office of Infrastructure and Facilities Management

Agenda

1. Check-In	Receive meeting handouts – Steve Patterson	8:00 AM to 8:30 AM
2. Greeting, Introduction and Logistics	Steve Patterson	8:30 AM
3. Attendee Introductions	All	
4. Sites status of condition assessment programs, implementation, questions, future needs.	All Sites, (approximately 15 minutes per site)	Site Presentations
BREAK		
5. Headquarters News Items	Gary Horn	DOE/MA-50
6. CAS/CAIS question and answer period for Headquarter's level concerns and/or issues	Steve Patterson – Facilitator	Sites can direct questions to attending HQ DOE and/or Program Office personnel
7. CAIS & CostWorks Project Status	Ruth Ann Smith	EES
LUNCH		
8. How do you determine your inspection cycle?	Debbie Etheredge (EM, Savannah River Site) – Facilitator	Open Discussion – All Sites
9. CAS Inspection forms – who creates and maintains them for your site?	Steve Patterson – Facilitator	Open Discussion – All Sites
BREAK		
10. CAS Inspection Best Practices	Ken Rowe / Steve Patterson – Facilitators	Open Discussion – All Sites
11. Follow-up question and answer period for the day's topics	Steve Patterson	Open Discussion – All Sites All sites

Additional Information:

Special notes: Cellular phones and pagers are to be turned off during the meeting in consideration of others.



Condition Assessment Group Meeting

October 28, 2009 - Wednesday

8:30 AM to 4:00 PM

Great Basin Conference Room (1st Floor,
Left Side) Nevada Support Facility
North Las Vegas, NV

Day 2

Type of meeting: The Condition Assessment group meetings are the primary forum to discuss continuous improvement processes regarding CAS inspections, CAIS programming and reporting enhancements needed by the site users, DOE CostWorks project estimating, sustainment models, and RPV models. The underlying condition assessment process and CAIS system, for those sites that use CAIS, is what ultimately feeds the DOE FIMS database and various required reporting to DOE (for example, Quarterly Maintenance IFI and TYSP).

Attendees: Site CAIS Database Administrators, CAS Managers, CAS Inspectors, Deferred Maintenance Program Managers, CAIS Support Contractors, HQ Technical Monitor. DOE/MA-50 - Office of Engineering and Construction Management (OECM), and NNSA/NA-52 – Office of Infrastructure and Facilities Management

Agenda

1. House Keeping Business	Steve Patterson	8:30 AM
2. 2009 Costing Trends	Bob Gair	RS Means
3. Handling CAS inspections (i.e., Bldgs & OSFs) where there are physical barriers preventing access	Jerry Bingham (NE, INLBEA) – Facilitator	Open Discussion – All Sites
4. OSF's – problems and successes	Steve Patterson / Ken Rowe – Facilitators	Open Discussion – All Sites
5. Using CAIS data as Source Documentation for FIMS	Ken Rowe / Steve Patterson – Facilitators	Open Discussion – All Sites

BREAK

6. CAIS Status / Enhancements / Upgrading from Oracle 9i to 11g / Enhance the FIMS Upload to be able to run by selected Program Offices	Ken Rowe	EES
7. CAIS exercises – sites to provide the scenarios of their choice	Ken Rowe / Steve Patterson – Facilitators	Open Discussion – All Sites

LUNCH

8. CostWorks Status / Enhancements	Ken Rowe, Open Discussion	Open Discussion – All Sites
9. CostWorks Portfolio Model Subcommittee report	Larry Bridges, Committee Chairperson	NNSA / NA-52

BREAK

10. DM Reporting to FIMS	Ken Rowe – Facilitator	EES
11. Demonstration of the Ad Hoc query tool	Ken Rowe	EES
12. Follow-up question and answer period for the days topics	Steve Patterson	Open Discussion – All Sites

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Condition Assessment Group Meeting

October 29, 2009 - Thursday

8:30 AM to 4:00 PM

Great Basin Conference Room (1st Floor,
Left Side) Nevada Support Facility

North Las Vegas, NV

Day 3

Type of meeting: The Condition Assessment group meetings are the primary forum to discuss continuous improvement processes regarding CAS inspections, CAIS programming and reporting enhancements needed by the site users, DOE CostWorks project estimating, sustainment models, and RPV models. The underlying condition assessment process and CAIS system, for those sites that use CAIS, is what ultimately feeds the DOE FIMS database and various required reporting to DOE (for example, Quarterly Maintenance IFI and TYSP).

Attendees: Site CAIS Database Administrators, CAS Managers, CAS Inspectors, Deferred Maintenance Program Managers, CAIS Support Contractors, HQ Technical Monitor. DOE/MA-50 - Office of Engineering and Construction Management (OECM), and NNSA/NA-52 – Office of Infrastructure and Facilities Management

Agenda

1. House Keeping Business	Steve Patterson	8:30 AM
2. What should be included in a Condition Assessment report?	Dennis Dupont (Stoller-Grand Junction, Colo) – Facilitator	Open Discussion – All Sites
3. CAS Home Page – Redesigns needed for the Public site and CAIS	Ken Rowe	EES
BREAK		
4. Develop CAS inspection training for DOE	Ken Rowe / Ruth Ann Smith	EES
5. House Keeping Business. Meeting critique sheets.	Steve Patterson	
LUNCH		
6. CAS Inspections and RPAM	Steve Patterson / Ken Rowe – Facilitators	Open Discussion – All Sites
7. Review Group Charter and elect Group Chairperson (required every two years)	Steve Patterson – Facilitator	Open Discussion – All Sites
BREAK		
8. Training Needs/Mgmt. Briefings (CAIS Admin, Inspector & CostWorks)	Ken Rowe / Ruth Ann Smith	EES
9. Follow-up question and answer period for the days topics	Steve Patterson	Open Discussion – All Sites
10. Meeting close-out and final comments	Steve Patterson	All Sites

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