Minutes

**Wednesday February 5th, 2020**

**EFCOG Risk Management Task Team Monthly Telecom**

**Attendees:**

Gavin Winship (Chair)

J. R. Thomas

Mindy DeLong

Bryan Wright

Josh Ramirez

Elizabeth Scott

**Changes Since Our Last Meeting**

New Member Elizabeth Scott was welcomed to te team. Elizabeth is currently assigned on the Portsmouth D&D project.

DOE PM workshop in DC is set up for April 14-15. Attendance is limited to a small number of seats and those attending should act early to secure a seat. None on the call were planning to attend, but there may be other Team members considering attending.

For the past few years, there has been a PDWG meeting in May. No announcement had been made this year, so post-meeting, EFCOG leadership were asked if there are any plans for a Spring meeting (awaiting response).

**Status of Our Initiatives**

An update was provided on our initiatives:

FAR-Based Contract MR Management (Winship/Thomas): Continuing to work with EFCOG Acquisition and Contract Management Subgroup (ACMS ) towards developing guidance for End State Contract Models and maintaining awareness within DOE. Charles Simpson is soliciting lessons learned from the first ECSM IDIQ contracts. During a telecom with Charles Simpson/ J. R. Thomas, the progress on this initiative is being slowed by the award protests however, the following potential areas for lessons learned were identified:

* What will be an appropriate level of risk disclosure during ontractor-DOE negotiations ?
* What will be the optimum timing for these discussions so as to be most effective in baseline development ?
* Would a list of risks typically owned by DOE be a useful tool during Contractor-DOE negotiations?

Bias Management (DeLong/Ramirez): A 3 month pilot trial of bias management tools is being performed by Josh Ramirez. Josh described the pilot process process to the team in detail and how he is meeting with PMs and project controls staff to use bias reduction tools during their schedule update process and monitoring the results. Issuing a draft Training Document to the Team for review was moved out to April 15th to allow more of the training material to be included from the upcoming work of the EFCOG Training Group who are supporting this effort.

Risk Triggers (Lane/Barrett): Roadmap draft is out for Team for review. (Action 2.1- Team to review and provide comments). Lisa Cazalet and the Project Controls Sub Group have agreed to actively contribute to the development process and to review the final document.

Risk and Opportunity Handling Effectiveness (Wright): Team review of draft roadmap draft has been extended to February 29th to allow reviewers additional time to complete.

Risk Management Guidance Cross-Walk (Wright): As part of the maintenance of the crosswalk, it will be updated to reflect new best practices/requirements and issued around the end of FY2020.

Team Action List was reviewed and updated.

**Other Business**

None