**EFCOG Risk Management Task Team Monthly Telecom**

**Meeting Minutes - Wednesday January 5th, 2022, 1:00PM EST**

**Attendees:**

Josh Wargo (Chair)

Gavin Winship

Dave Duffey

Diane Kohne

J.R. Thomas

Jim Osborne

John Sturgis

Landon Heidenreich

Roslyn Bybee

Ryne Reece

Clayton Ewen

**Changes Since Our Last Meeting**

* Josh Wargo has taken over the Task Team Chair position from Gavin Winship and will be managing team initiatives and meetings moving forward. A sincere thank you to Gavin for his years of service to the team.
* WebEx will be leveraged as the team meeting platform for future monthly meetings. Updated Outlook meeting invites to be sent out following this meeting.

**FY22 Initiatives Status**

* 1.2.1 - Development and deployment of methodologies for MR and risk transparency on FAR-based contracts (Winship/Thomas):
	+ Initiative is progressing in step with the execution of new IDIQ end state contract. As part of the EFCOG Acquisition Group’s initiative we will be providing the Risk Management lessons learned section of that report.
	+ Action 12.1 - J.R. Thomas to obtain status update from Charles Simpson on Project Acquisition Group Lessons Learned initiative and Risk Management Task Team’s involvement for next steps.
* 1.2.2 & 1.2.3 – Maturing EFCOG bias management training materials and pilot training (Ramirez)
	+ Pilot training experiencing slowdowns at SRS location due to ongoing contractor transition. Will likely be at least a few months before training could feasibly be scheduled. Diane Kohne to follow-up with SRS risk management contacts and keep group apprised of any changes.
	+ Action 1-22.1 – Gavin Winship to reach out to Mindy DeLong to determine feasibility of executing pilot training at PNNL.
* 1.2.4 – Development of best practice guidance for pre-CD-2/3A risk management activities (Wargo)
	+ Josh Wargo has reached out to PM-20 to give them an opportunity to provide their perspective on pre-CD-2/3A risk management expectations. Including PM-20’s interpretation of DOE O 413.3B language in the white paper will enhance the paper’s ability to help projects successfully navigate the CD-0 and CD-1 review processes.
	+ Action 12.2 – Josh Wargo to issue template for pre-CD-2/3A risk management best practices white paper for task team to review and comment prior to February meeting.
* 1.2.5 – Development of a joint confidence level (JCL) white paper to provide recommended updates to DOE G 413.3B-7B (Wargo/Stieman)
	+ Josh Wargo to close the loop with Sam Steiman on finalizing the execution roadmap for the JCL guidance white paper. Josh will reach out to Ryne Reece as well to get alignment on how to collaboratively develop the necessary guidance once the roadmap is completed.
	+ Action 12.3 – Josh Wargo to issue template for ICSRA/JCL white paper to task team for review and comment prior to February meeting.

**Action Item List –** Additionalitemsinclude:

* Action 1-22.1 – Gavin Winship to reach out to Mindy Delong to determine feasibility of executing pilot training at PNNL.
* Action 1-22.2 – Josh Wargo to reach out to task team members not currently captured on team’s contact list and coordinate Risk Task Team website update.
* Action 1-22.3 – Vice Chair position is currently vacant. If interested, please send an e-mail to Josh Wargo indicating candidacy.

**Additional Items for Discussion**

* Presentation by David Hulett on Using Risk Analysis in Decision Modeling of Project Alternatives