

EFCOG Risk Management Task Team Monthly Telecom

Meeting Minutes - Wednesday April 6th, 2022, 1:00PM EST

Attendees:

- Lisa Coleman
- Diane Kohne (Vice-Chair)
- Josh Wargo (Chair)
- Ryne Reece
- Mindy DeLong-Weetch
- Jim Osborne
- Scott Noga
- J.R. Thomas (Vice-Chair)

Safety Topic - April is distracted driving awareness month.

- The window for when an accident happens is tiny. Even if you are practicing good driving habits, an ill-timed momentary distraction could result in an accident.
- It only takes one distracted driver to cause an accident.
- Distractions can be visual, manual, or cognitive, and are often all three at once when a cell phone is involved.
- Multi-tasking while driving is a myth. Combining any other task with driving will impair your brain's ability to process information while behind the wheel.
- Using a cell phone while driving means you're about 4x more likely to be involved in a crash.
- Driving is something pretty much everyone needs to do, so minimize the likelihood of a crash by removing distractions.

Changes since last meeting - None

FY22 Initiatives status:

- 1.2.1 - Development and deployment of methodologies for MR and risk transparency on FAR-based contracts (Thomas)
 - o Latest update: J.R. and Josh W. to attend EFCOG Acquisition Group's monthly meeting next week to discuss lessons learned.
 - o **Action** – Team to provide feedback on Risk Management Allocation Recommendations for End-State Contracting Model in advance of Acquisition Group discussion. Feedback requested no later than 4/12.

- 1.2.2 & 1.2.3 – Maturing EFCOG bias awareness training materials and pilot training (Ramirez)
 - Latest update: Initial meeting held with EFCOG Training Group and DOE National Training Center. Detailed update is below.
- 1.2.4 – Development of best practice guidance for pre-CD-2/3A risk management activities (Wargo)
 - Latest update: Currently compiling reference lists for requirements mapping.
- 1.2.5 – Development of a joint confidence level (JCL) white paper to provide recommended updates to DOE G 413.3B-7B (Wargo/Steiman)
 - Latest update: No substantial progress since March.
 - If team is aware of any JCL requirements/guidance documents outside of those issued by NASA and DOD, please pass along to Josh Wargo.

Action list review: No additional updates

Ad Hoc Discussion Topic – Team status update on bias awareness training collaboration

- Both the EFCOG Training group and DOE NTC are interested in supporting our efforts for deploying the bias awareness training. Coincidentally, the EFCOG Training team has recently committed towards a more proactive support mode to other EFCOG groups with respect to training initiatives. The initial team meeting was primarily a “get to know each other discussion”.
- It is still undefined exactly how the three groups (Risk Team, Training Team, DOE NTC) should collaborate in order to get an initial training pilot off the ground. The EFCOG Training team is essentially piloting their new support mode processes with the Risk Team. It was agreed that documenting the approach in a support plan would be useful to ensure we’ve got alignment on path forward.
- The Risk Team took an action to develop some base inputs for the training folks to better frame the next steps forward. These will also form the basis for the support plan. Specifically:
 - 1 – Defining the key objectives for the training class
 - 2 – Identifying the target audience and key practitioners envisioned for the training class (i.e., is this geared towards project managers and risk managers, the full IPT, other project stakeholders?)
 - 3 – Identifying the key SMEs who will be invested in the training deployment process moving forward. Ted explained this was a key lesson learned from prior deployments. Without buy-in/commitment by key SMEs, these training initiatives tend to die on the vine.

- 4 – Determining preferred logistics for the pilot training and any differences we envision for future training sessions (i.e., location, web-based vs. in-person, class size, etc...).

Per Mindy – These inputs may already exist in some fashion from earlier planning efforts.

- **Action:** Mindy and Josh W. to follow up with Josh R. to see if he still has access to these files. Diane to follow up with Gavin.
- The next touch-point meeting with the two training groups will be in late-April. The goal there is to have a more focused discussion on the key inputs above, the support plan/collaboration model moving forward, and key next steps to make the pilot training a tangible artifact.

Open floor for discussion of additional items:

- The EFCOG Annual meeting is scheduled for June this year and will be held in Arlington, VA. The team is currently investigating the possibility of holding a risk panel discussion during the general assembly session on Day 2. Josh W. has the action to determine availability with Christine Frei.
- Possible topics for this session include:
 - COVID risk implications and handling strategies specific to current market conditions and mandates. Specific focus on current inflation indices (6%-7%) with respect to what project's are allowed to use per site requirements (2.2%)
 - Tips, lessons learned, and modeling strategies using Safran Risk
 - Impact of Ukraine crisis on commodities and fuel pricing (potential to group this in with the COVID topic for a more general discussion of global events and resulting project impacts)
 - Supply chain risk management at the programmatic level due to current COVID-induced disruptions
- If the team has additional topics of discussion for consideration, please send to Josh W, Diane, and J.R.