# Fall Day 1 - Minutes

Tuesday, October 16, 2018          1:00 PM

Skype call in:
- Rachel Hill, WTP Bechtel National
- 2 others on the line but didn't speak up
- Birrenbach, Millie (CONTR) <Millie.Birrenbach@lm.doe.gov>

Task Ideas:
1. How to update SS? (Vicki)

Kary: CGD update
Sid: Firmware update
- Need to get white paper out to share to EFCOG. Add to SQA page (EFCOG)

Bob Daudt: SQA Taskforce update

Vicki:
1. Need to have a running list of action items. Excel spreadsheet
2. Voting: Need new co-chair. Nominations, etc.?
    a. Kary: Co-chair
    b. Bob Daudt: secretary

Introductions

Vicki: Pain points discussion (for future planning)
- Configuration management of cloud software and cloud models; development and open source
    ○ Frequency of updates. Updates are done behind the scenes more now
    ○ Open source to R&D universities; applying NQA-1 (Stella)
    ○ Super computer; parallel computing
- Cyber security; malware coding
- Modeling: major mechanical engineering code (ANSYS) where users write scripts (Sid)
    ○ More than modeling, but coding within… creating spreadsheet macros
- Each major meeting give an overview of your SQA program (Stella)
- Tim appreciates Sid's firmware contribution
- Tools for SQA lifecycle (Tim) (presentations tomorrow may help)
- How to document the lifecycle when using tools?

Presentation:
- Christian Polay (see slides)
    ○ Mgt Assessment of Central Registry
        ▪ Involving Debra Sparkman
        ▪ 3 codes reviewed: Aloha, CFAST, GENIE, ResRev onsite and offsite
    ○ AU program will have SQA program
    ○ EFCOG could provide a list of codes that they want in the registry
    ○ Give ideas in/out of the box to Christian about qualifying the software (e.g., sharing costs, resources, MASL of software)

- Kary Cook and Ron Schrotke: NQA SQA Subcommittee task updates
  - Kary updated current SQA tasks that the SQA subcommittee is working on
  - Ron fielded general NQA questions

<u>Actions</u>
- ☐ Each major meeting give an overview of your SQA program (Stella's idea). Just 2/meeting
- ☐ Future Telecon(s): How to document the lifecycle when using tools
- ☐ Provide a list of codes that they want in the registry (to Christian Palay)
- ☐ Give ideas in/out of the box to Christian about qualifying the software (e.g., sharing costs, resources, MASL of software)

# Fall Day 2 - Minutes

Wednesday, October 17, 2018       8:30 AM


Phone Attendees
1. Marina Tiede

Agenda review

Presentations
- Kary, Bob (see slides)
    - Great discussion. Let's talk about tools more often. Have members present what they use during telecons
- Vicki: cyber security
    - Introduce yourself to cyber security folks at your organization
    - Anything you find communicate to cyber security org
- Nathaniel Hein: LANL (see slides)
- Vicki Pope: LLNL Intuitional SQA Program Overview (see slides)


<u>Actions</u>
☐ Resend Box info to group

# Fall Day 3 - Minutes

Thursday, October 18, 2018        8:30 AM

Skype Attendees: Christian Palay

Vicki: Shared ideas for next meeting
- Tent cards with names
- Introductions every day
- Discuss EFCOG and SQA's role in it
- Bob wants to create OneNote for the team (public facing)
- Better stick to the schedule for those that come during specific times (e.g., for a presentation)
- Blue Dragon: Root Cause Analysis training. They had group exercises for the team. Do we want to break up the day with team building.

New Box folder  "Shared Templates"
- Let's add them with filename "site", topic (SQAP, SCMP, SWP, SRS, SDD, TP, RTM, SPMP)
- Assessment Checklists
- SW Determination Form / Grading Form
- Inventory forms
- CGD (form or template)
- Crosswalks (various NQA-1 versions, NQA-1 to IEEE, NQA-1 414 to IEEE, ISO)
- SQA audit checklists (Kary)
- NQA-1 and NIST (NAP-24A crosswalks

- Process models
  - How to incorporate design authority
  - CCB procedure

Everyone please update your site information on Box

Ideas for Next Meeting
- ☐ (or monthly) talk about how we all grade
- ☐ Cyber security- how to better communicate QA to cyber.
- ☐ CM: Cloud services. Behind the scenes updates. Rules are different (e.g., AWS, Azure).
- ☐ CM: Super computers and containerization
- ☐ Software tools we use
- ☐ SQA program sharing
- ☐ (monthly meeting) Training Qualifications for Developers/Testers of Safety Software

Monthly meetings are the 3rd Thursday @ 1PM PST. Sometimes we skip December due to holidays

New Tasks
- ☐ Provide a list of codes that they want in the registry (to Christian Palay) + Give ideas in/out of the box to Christian about qualifying the software (e.g., sharing costs, resources, MASL of software)

Who would like to host the next meeting? Parameters: 200 attendees, 10-11 break-out rooms OR half of that if QA and ISM group splits. Ask Alice Lewis about $$ cost.

Next EFCOG Meeting: Oakridge, TN

Kary actions:

☐ Make sure QA Secretary knows of closed tasks: SQA-17-01, SQA-17-02, SQA-18-01, SQA-18-02
☐ Send open tasks to QA Secretary
☐ Update SQA Task Status Table.xlsx on Box

Open: Firmware workflow