Plan Future Monthly Calls and Fall Meeting, *Group Discussion:*

- Talk about SQA group leadership. Vicki has been the Chair of this group for the past 5 years. We need occasional turnover for fresh ideas. She loves doing this, but time to shake things up. Teri noted that Vicki goes above/beyond what normally what a chair would do.
- We need to get better definition of the three (3) positions – Chair, Co-Chair, and Secretary. Need to come up with roles and responsibilities definition for each of them. Pat Auer put together a list of what sub-group leaders do.
- Perhaps we add a fourth person to cover logistics. These people do not perform duties outside of SQA group.
- Usually the leadership team gets together to discuss what will be covered in the monthly WebEx meetings. Sometimes this becomes stale, input from same people. Teri had good idea for WebEx meetings. How about we come up with a roster, for each month, one of the sites will host the WebEx meeting. They could follow the standard meeting agenda. Vicki & Teri can put together outline of what they are suggesting, for our May WebEx.
- What should we cover in next few months? Or at fall virtual meeting?
- Vicki suggested maybe for conference meeting, have hybrid meetings, in person with big whiteboard; she is going to explore using this with EFCOG leadership.
- Chris Beaman mentioned that the deadline for the Revcom Guide has been extended to May 4-10. Doxcelerate is to reach out to contractors regarding a section of Guide that was missing from review in section 2.2.1.5 Grade Levels.
- Carol asked if PNNL could provide a status on Radcalc for the May Webex.
- It was suggested to have Jacob Miller provide updates on SQA at our meetings.
- Vicki has done a good job on this spring meeting; we had many presentations that were very good.
- The participation in the sub-work groups was well done.