EFCOG SQA Group Meeting

December 15, 2021

- Chair: Vicki Pope (pope13@llnl.gov)
- Vice Chair: Teri Vincent (teri.vincent@cns.doe.gov)
- Secretary: Carol Olijar (cschultz@anl.gov)

- Safety/Security Moment
- Announcements, Updates, and Dates to Remember
- Nominations for Leadership Roles
- WRPS Planning Support Software Configuration Management Tools, Denise Fast, WRPS
- List of Sub-Task Groups & Members
- Next Steps
- Accessing EFCOG SQA Website, Box, and DOE OrgEx Forums

Email Carol Olijar for Meeting Attendance (cschultz@anl.gov)

Announcements and Updates

Dates for Spring Meeting (Virtual)

April 25 – 29, 2022

Sign up for QA Community of Practice on Organizational Excellence Website: https://orgex.energy.gov/

Any site Announcement or concerns?

Next EFCOG SQA WebEx – February 16, 2022

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Date	Conference/Training Title	Teaching Org (linked to Website)
Every 2nd Tuesday @ 1:00 pm EST	NQA-1 Subcommittee on Software Quality Assurance	NQA-1 Software Quality Assurance Subcommittee
Every Wednesday @ noon CST	Various Software Quality Webinars*	Linda Westfall's Software Excellence Academy
Jan 25-28 Feb 22-25 March 22-25	ASME NQA-1 Lead Auditor Training	Arsenal Consulting, Inc. – (virtual)
Feb 8-10	NQA-1 & ANSI N45.2.6 Lead Auditor Training	J-E-T-S Quality Consultants, Inc. – (virtual)
March 7-10	ASME NQA-1 Lead Auditor Training	American Society of Mechanical Engineers – (virtual)
March 7-11 May 16-20	NQA-1 / 10/CFR Part 50 Appendix B Lead Auditor Training	LMJ International – (virtual)
March 23-25	NQA-1 Lead Auditor Training (DOE)	Nuclear Training Institute
April 25-29	**EFCOG ISM & QA Fall Meeting**	**EFCOG - (virtual meeting)**

*Check the Linda Westfall website for additional on-demand training titles and dates (including FREE webinars on Wednesdays) – Westfall Software Excellence Academy

Dates to Remember

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Month	Site	Lead	Subject (If Known)
December	WRPS	Denise Fast	Moved from August
January			
February			
March			
April	VIRTUAL		SPRING MEETING
May			
June			
July			
August			
September			
October			

Future Site Presentations

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EFCOG SQA Leadership Nominations

- Vicki stepping down
- Need nominations/volunteers for:
  - Chair or Co-chair
  - Meeting Coordinator (new position)

- Discuss Duties Chart (next slide – might want to pull this up on your own screen or zoom in)

Activity	Estimated Time	Frequency	Chair	Co-Chair	Secretary	Mtg Coord (new)	Members/Sites
Run/Host Monthly WebEx	1 hour	Monthly	S	S			
Set up/Schedule WebEx Meetings	30 minutes	Annually	S	S			
Leadership Meeting to set agendas	1 hour	Monthly	L	B			
Create WebEx agenda slides	2 hours	Monthly	S	S			
Develop Monthly Topics/Slides	3 hours	Annually					L
eMail agenda/group announcements	1 hour	Monthly			B	L	
Contact presenters	1.5 hours	Monthly			B	L	
WebEx Meeting Minutes	2 hours	Monthly			L	B	
Update POC lists	1 hour	Monthly			L	B	
eMail files to EFCOG WebMaster	30 minutes	Monthly			L	B	
Post files to Box site	30 minutes	Monthly			L	B	
Review/Approve White Papers (WP)	2 + hours	Per WP	B	L			
Attend QA Leadership Meetings	1 hour	Bi-Monthly	L	B			
Gather announcements	2 hours	Monthly	L	B			
Communicate with AU-32	1 hour	Monthly	L	B			
Answer SQA-related Questions	2-6 hours	Monthly	S	S			
Participate in Face-to-Face Planning	8 hours	Bi-Annually	X	X	X	X	
Prepare F2F SQA Agenda	3 hours	Bi-Annually	B	L			
Find presenters for SQA session	3 hours	Bi-Annually	B	L			
eMail agenda to members	30 minutes	Bi-Annually			B	L	
Create roster	2 hours	Bi-Annually			L	B	
Attend Leadership meeting	4 hours	Bi-Annually	L	B			
Host/run meeting	20 hours	Bi-Annually	S	S			
Create meeting Minutes & Roster	8 hours	Bi-Annually			L	B	
eMail meeting files to members	1 hour	Bi-Annually			L	B	
eMail files to EFCOG Webmaster	30 minutes	Bi-Annually			L	B	
Post files to Box	30 minutes	Bi-Annually			L	B	
Lead Sub-task group	2-3 hours	Monthly					L
Participate in Sub-task group	2 hours	Monthly					X

L – Lead; B – Backup; S – Split; X - Participate

WRPS Planning Support Software Configuration Management Tools

- Denise Fast, WRPS

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Sub-Tasks Update

Task Name	Members		Status*
Toolbox Alternatives	➢ Pat Auer, LLNL (Lead) – auer2@llnl.gov		WPID
	➢ Dave Thoman, Amentum ➢ Donna Riggs, Consultant ➢ Diana Marquez, WRPS	➢ Gregory Baker, NA-51 ➢ David Louie, SNL	
Testing Spreadsheets	➢ Greg Pope, LLNL (Lead) – pope12@llnl.gov		WPID Checklist Out for Review
	➢ Sid Ailes, Atkins Global ➢ Colby Carter, WIPP ➢ Laura Cook, LLNL ➢ Denise Fast, WRPS ➢ Orlando Ferrer, RL ➢ Corina Gonzales, LANL	➢ James Hylko, ISOTEK ➢ Eric MacEwen, KCNSC ➢ Dave Thoman, Amentum ➢ Jeni Turgeon, SNL ➢ Al Zuckero, SRS	
Software Standards and Orders	➢ Cristy Renner, Fluor BWXT (Lead) - cristy.renner@ports.pppo.gov		WPID
	➢ Clyde Armstrong, Tru Project ➢ Orlando Ferrer, RL ➢ Faith Girolamo, SRS ➢ Kamie Hopper, SNL	➢ Alvin McClerkin, NNSA-NFO ➢ Abhijit Sengupta, HQ ➢ Dave Thoman, Amentum ➢ Teri Vincent, Y-12/Pantex	

***Status**

- IP = In Process
- WPID - White Paper in development/draft
- WPIR = White Paper in review
- WPF/STC = White Paper Finalized/Sub-Task Completed

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New Sub-Tasks Update or Leaders Needed

Task Name	Members		Status*
SQA Benchmarking and Surveys	➢ **Teri Vincent, CNS (Lead) – teri.Vincent@cns.doe.gov**		
	➢ Marylou Apodaca, SNL ➢ Faith Girolamo, SRS ➢ Sarah Hartson, LFO	➢ Greg Baker, NNSA ➢ Barbara Hill, ICP ➢ Carol Olijar, ANL	
Otherwise Acquired Software	➢ **Pat Auer, LLNL (Lead) – auer2@llnl.gov**		
	➢ Lance Abbott, SRS ➢ Veronica Camarillo-Morris, LANL	➢ Dave Thoman, Amentum ➢ Corwin Jones, INL ➢ Cristy Renner, PORTS	
Internet of Things	➢ **(Lead Needed)**		On-hold
	➢ Greg Pope, LLNL	➢ Gladys Udenta, NNSA	
Cloud-based Hosting Software	➢ **(Needs new lead)**		WPID
	➢ Lisa Cooper, ➢ Orlando Ferrar,	➢ Russell Swannack, PNNL	

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Next Steps

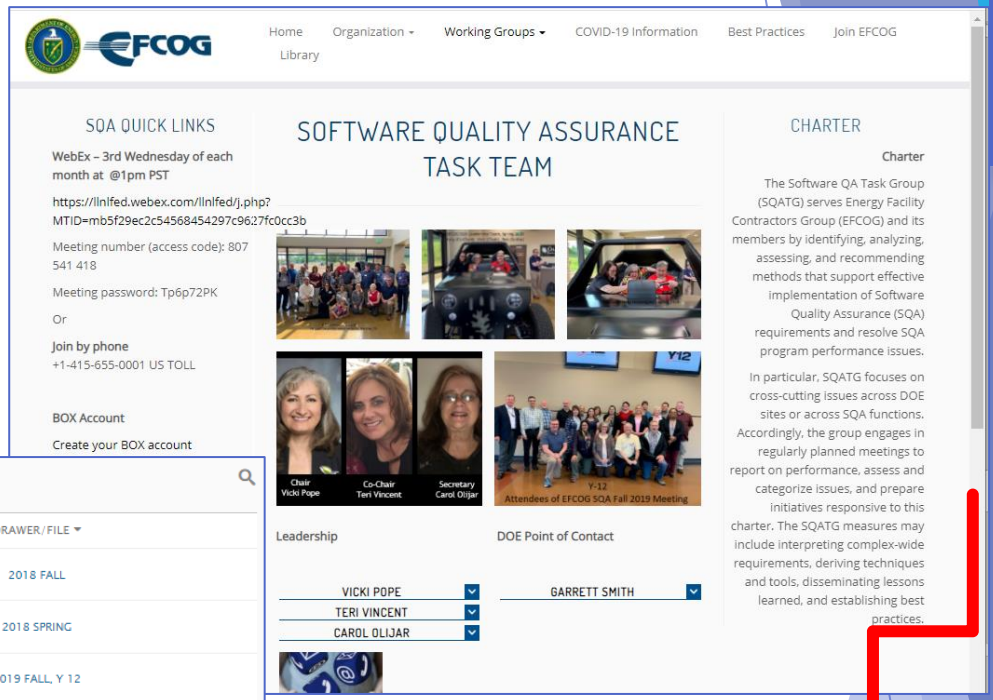
- **Volunteer or nominate someone for the EFCOG SQA Leadership team**
- Volunteer to present your site's tool or process @ Monthly WebEx - 20 minutes or less (contact SQA leadership)
- Sub-task groups to meet prior to January WebEx
- Don't forget to post your Sub-task products to Box
- Volunteer for Sub-task groups or Survey creation
- **Next SQA Monthly WebEx: Jan. 19**

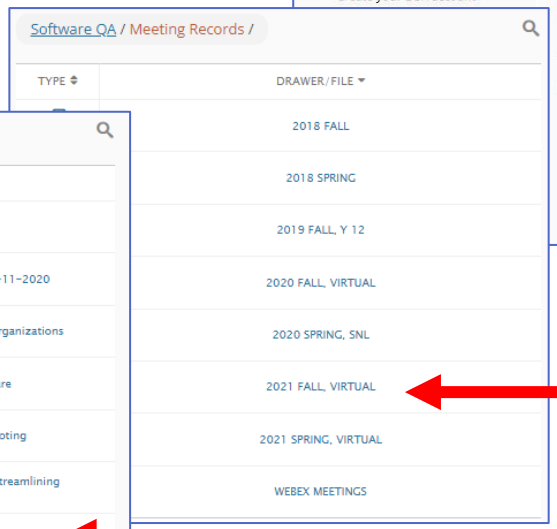
Email Carol Olijar for Meeting Attendance (cschultz@anl.gov)

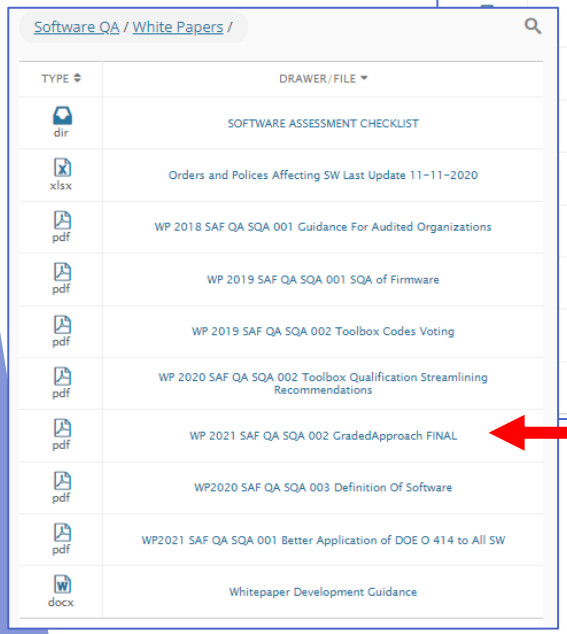
EFCOG SQA Web Site

https://efcog.org/safety/quality-assurance-subgroup/software-quality-assurance-task-group/

- New content has been posted to:
  - MEETING RECORDS → 2021 FALL, VIRTUAL folder
  - Meeting files from the last three years have been restored to the MEETING RECORDS folder
  - WHITE PAPERS → **NEW: Graded Approach White Paper**







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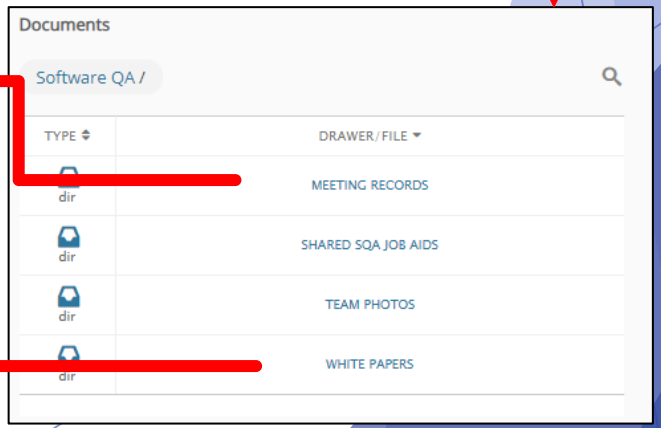
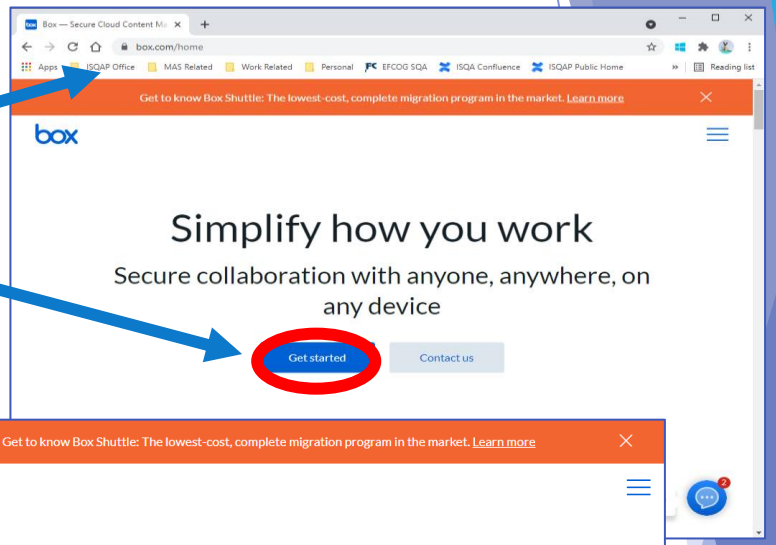
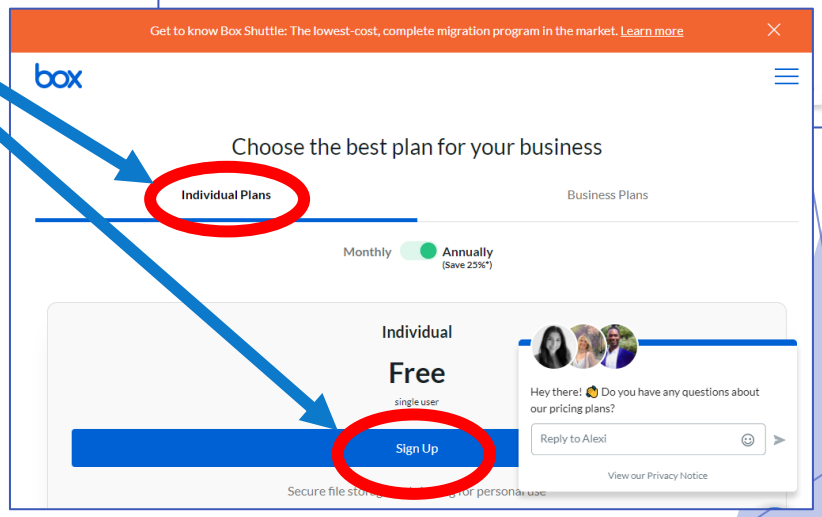
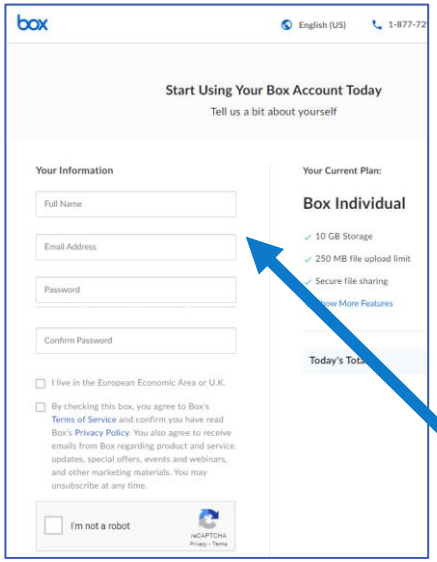


Create your BOX account

- Go to URL: https://www.box.com/home
- Click on the “Get Started” button
- Select “Individual Plans”







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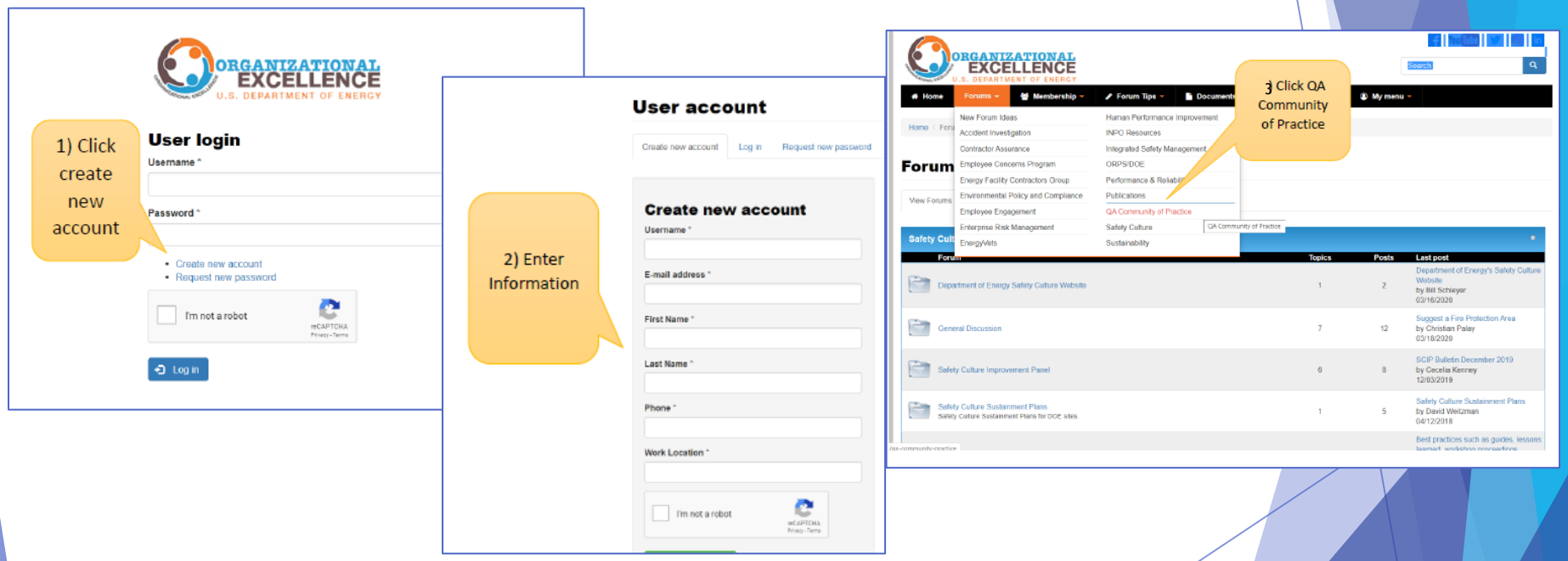
- Complete the form
- Send your user ID/email to: cschultz@anl.gov *

*** You may need to ask your IT group to grant you special access through your site’s firewall to Box. Justified as member of EFCOG SQA Working Group.**

DOE Organizational Excellence Forums https://orgex.energy.gov/



We do quality software, and we can prove it.

Chair
Vicki Pope

Co-Chair
Teri Vincent

Secretary
Carol Olijar

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Next Meeting: February 16, 2022