EFCOG SQA Monthly Meeting Notes and Attendance
October 20, 2021

Notes are by Agenda item for meeting.

**See presentation deck for each Agenda item information shared/reviewed with group.

Meeting hosted by Teri Vincent Co-Chair of Y-12/Pantex, and Laura Cook of LLNL.

Safety/Security Moment

Announcements, Updates, and Dates to Remember:

- Chris Beaman of DOE AU-32 mentioned that the DOE QA Order 414.1D is open for revision, and requested people to enter issues or improvement opportunities at the DOE Organizational Excellence Forums website. Teri Vincent of Y2K-Pantex noted that she believed the EFCOG SQA group had been working providing input to this order. She is going to follow-up with Vicki on this.
- Chris Beaman also mentioned that Christian Palay will be working on a special detail assignment with the Office of Enforcement for the next 4 months. No temporary person has been identified to fill his role. If anyone has any questions for AU-32, please route those questions to Chris.
- Christian Palay of DOE AU-32 in the chat noted: "FYI- I am going on a rotational detail Assignment with EA".

Future Site Presentations

Finalize Fall Meeting Agenda

1. Teri Vincent of Y-12/Pantex mentioned it looks like there are a lot of people registered for the meeting. If anyone has not registered yet, please do so by clicking on this EFCOG link: [QA / ISM Team Subgroup Operational Meeting – EFCOG.org](#).
2. Phil Pfeiffer of ANL, volunteered to provide a presentation on Safety Basis issues with SQA. Phil asked if the group had discussed this topic previously? Teri responded not specifically. Phil volunteered to take the slot on 11/3/21 at 10:45am EST, and he will send his presentation to Carol Olijar of ANL.
3. Donna Riggs of Riggs Consulting, suggested in chat: "Perhaps Vicki Pope could do a presentation instead of having a panel?".
4. It was requested people think about volunteering for panel group discussions, to please send an email identifying the ones they are interested in, to Teri Vincent (teri.vincent@cns.doe.gov) or Carol Olijar (cschultz@anl.gov) by October 22, 2021.

ORNL Presentation - ORNL Software Registration System Overview by Terry Scoggins

1. David Louie of SNL, had the following questions:
    a. Do you look at external software? Terry responded: yes, software developed or purchased.
    b. Isn't there a lot of email going out from system? No, one email covers all things triggered. Software Owner gets 1 email a year.
    c. If a company goes bankrupt, how is that notified to SME? If a company our lab bought software from, the Software Registration System (SRS) would be a trailing issue. The functional owners would know right away.
    d. What about software that is still in use, after it is no longer supported? There is a phase in SQAPP for retiring software.
    e. Would the links at the SRS to software retired be removed so they are not accidentally invoked? No, the SRS entry is marked as retired. SRS does not prohibit use, the steps/tasks in retirement are followed.
    f. What about multiple instances of software, are they tracked in the SRS, so that if the software is retired, all instances are retired also? Just because a software application is retired, doesn't mean all instances are retired/removed. This could be a difficult task to do.
2. Teri Vincent is interested in the steps used for retirement.
3. Carol Olijar asked:
    a. If the SRS could be available to other labs? Terry responded labs may have more modern systems, the SRS is over 10 years old, and it may be available for other labs to use. Teri Vincent noted her lab uses SAP.
    b. In the SQA matrix slide, is it based upon DOE G 414.1-4 SQA Guide, Table 4 Mapping Safety Software Types and Grading Levels to Software Quality Assurance (SQA) Work Activities? Terry responded he thought so.
4. Donna Riggs of Riggs Consulting, asked in chat: "As Software Tools was not highlighted in yellow, how are they acquired and controlled outside the SQA program". Donna noted, she feels they need to be under configuration management control, such as third-party applications acquired for software applications development. Terry responded Software Tools should have been highlighted in yellow, as a field that is entered information for SQA.
5. Patrick Faulk of BNI, asked in chat: "Is this fully in-house developed, or based on a commercial product? Question answered in comments above.
6. Christian Palay of AU-32 asked in chat: "why would they be acquired and controlled outside the SQA program?". Question answered in comments above.

Sub-Tasks Group Updates:

1. For Toolbox Alternatives, Pat mentioned he is working with Chris of AU-32 on survey questions.
2. For Software Standards and Orders, Christy Renner of PORTS, mentioned in email that there is one more piece to be finalized, and she needs help drafting the white paper.

Next Steps:

1. Marlene Underwood of PORTS in chat asked: "Can we get a status on the DOE SQA guide?". The meeting had ended when her chat came up. I believe there will be a status provided by Chris of DOE AU-32 at the fall meeting.

Accessing EFCOG SQA Website, Box, and DOE OrgEx Forums

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Attendance:

If anyone attended this meeting but does not see their name on the list on next page, please contact Vicki Pope (pope13@llnl.gov).

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

36 Attendees.

#	First Name	Last Name	Site
1	Patrick	Auer	LLNL
2	Gregory	Baker	NNSA
3	Chris	Beaman	DOE AU-32
4	Todd	Billings	DOE-Hanford
5	Sorin	Blaj	BNL
6	Colby	Carter	WIPP
7	Evgueni	Chnyrenkov	Y-12
8	Laura	Cook	LLNL
9	Mary	Curtis	FNAL
10	Stacy	Daugherty	ORNL
11	Patrick	Faulk	WTP
12	Denise	Fast	WRPS
13	Chris	Hall	SRS
14	Sarah	Hartson	DOE-LFO
15	Barbara	Hill	ICP
16	Jim	Hylko	ORNL
17	Valerie	Webb Kline	SRS
18	Kinh	Le	NNSS
19	David	Louie	SNL
20	Eric	MacEwen	KC NSC
21	Steven	Mahnesmith	SNL
22	Alvin	McClerkin	NNSA-NFO
23	Juanita	McKinney	BNL
24	Jacob	Miller	DOE
25	Jenna	Neal	NNSS
26	Carol	Olijar	ANL
27	Christian	Palay	DOE

28	Phillip	Pfeiffer	ANL
29	Donna	Riggs	Riggs Consulting
30	Michael	Russell	ORNL
31	Terry	Scoggins	ORNL
32	Tracy	Sims	DOE
33	Dave	Thoman	Amentum
34	Teri	Vincent	Y12/Pantex
35	Marlene	Underwood	PORTS
36	Al	Zuckero	DOE-SRS

*Sorted by Last Name, First Name.