



NMED/CBFO/WTS MEETING AGENDA
NMED Office, Santa Fe, NM
July 18, 2002
1:30 pm

- I. Workload, Resources, Scheduling
 - A. Summary of last meeting presentation. (Bignell) (15 min.)
 - B. Presentation by NMED of manpower capabilities in response to recent submittal of permit modification requests and scheduled audits. (Bearzi) (1 hours)
- II. Discussion of Booster Fan Class 2 Submittal. (Plum,Bignell,Steger) (15 min.)
- III. Discussion of Panel Closure Modification request to be submitted in late September or early October 2002. (Plum) (30 min.)

Expected Attendees:

NMED: James Bearzi, John Keiling, Steve Zappe

DOE: Cindy Zvonar, Jody Plum, Randy Steger (CTAC),
Mark Turnbough (CTAC)

WTS: Dale Bignell

020727



Highlights of First Two Resource and Scheduling Meetings

NMED/WIPP

April Meeting (4/25)

- Overall Meeting Objectives
 - Discuss type of information needed for resource planning and scheduling
 - Discuss current planning and scheduling process being used
 - Discuss how to implement an effective planning process
- Resource Planning and Scheduling for WIPP Program
 - Present State: currently there is no NMED planning for WIPP. NMED would like to be able to start doing this.
 - Reason for No Planning: right "level of detail" information does not exist to make resource decisions and to develop plans/schedules based on available resources.
 - Desired End State: strong desire to work together to develop right level of detail information needed for NMED to make resources decisions and to develop a resource loaded plan and schedule.
 - Key Issue: discussions between WIPP and NMED are typically conducted at two levels, top level (e.g., Dr. Triay and Maggiore & staff) and lower level (Zappe & staff). Top level presentations are too high and general to be of any use in making decisions about resource planning and scheduling. Lower level discussions not appropriate for resource planning because this level does not make decisions on allocation of resources. Discussions must take place at middle management level with right level of information detail in order for effective resource scheduling and planning to occur.
 - Factors Affecting NMED Resource Requirements
 - technical complexity of PMR
 - extensiveness of the changes to the permit
 - quality of the submitted PMR document
 - WIPP (Bignell, Plum, Steger) and NMED (Bearzi, Zappe, Keiling) will work together over new several weeks to determine what type of information and level of detail are needed to develop a working resource plan and schedule. Appropriate information will be developed for each PMR.
- Audit Process
 - Two Key Issues:
 - Timing of audit reports are unpredictable and routinely late which would have a definite negative affect on being able to conduct effective resource planning
 - Once a site is certified the permit has no "hook" for ensuring that issues (CARs) are corrected or resolved in a timely manner. NMED stated this issue needed to be corrected and suggested a PMR be submitted.

May Meeting

5/7

- Corrective actions to the audit process issues raised in April meeting were presented. These actions satisfied the concerns expressed in the April meeting.
- The Audit Schedule was reviewed.
- The Audit/PMR Schedule Table was presented.
- The Permit Modification Request Profile forms completed for each PMR currently planned to be submitted was discussed.
- A general discussion took place on the overall information provided by WIPP on the planned audits and PMRs. It was agreed that this information appeared to be the right level of detail and sufficient enough to evaluate NMED resource needs and schedules.
- NMED will internally discuss the information provided by WIPP and get back with WIPP on the results of their evaluation concerning any resource or scheduling issues.