

Federal Technical Capability Panel
Conference Call MEETING MINUTES – June 17, 2020

Roll was taken. Thanks very much to all who were able to call in and participate.

NTC Training Schedule Update – Karen Boardman, Chair

- Karen was actually in the office today, and stated that KAFB, SNL, and NNSA ABQ Complex ready to move into their Phase 2 operations. Some NM travel restrictions have been lifted. (NOTE: The following week, there was an uptick in cases in New Mexico, so the Phase 2 implementation was delayed).
- Distance Learning: Larry is working on a virtual training for DOE Oversight course, and will share info with the group when ready.
- The decision was made to table the existing NTC training schedule through the end of this year, and reconstitute the schedule by coordinating with sites for mission critical training only—that will be vetted through the NTC training departments on a case-by-case-basis.
 - Some current training for the protective forces that are already deemed as mission critical, will be maintained on the current schedule.
 - The Safety and Safeguards training schedules will be reconstituted.

ACTION ALL: Al, Larry and Wes will be sending out a communication to solicit any mission critical training needs through Dec. 2020. Please poll your site and let them know.

- Wes: Safety Basis and Formality of Operations courses (SBA, SSO, FOO)
- Larry: DOE Oversight courses (DOE)
- Al: STSM courses (STS)

Learning Nucleus Update

- All data and courses will continue to be transferred through June
- Plan is to go live on July 15.
 - Working on the future M&O contractor training and common training for both Feds and contractors, i.e. Insider Threat, etc.
 - Students will continue to use the NTC LMS for eLearning up to July 8.
 - Notification has gone out to all users.

FTCP Support Program Activities, and FAQs Updates – Melissa Otero

- FTCP-PSQS-TPM/PL: Comments received, resolved and incorporated. The PSQS went final on 6/11/20. The standard will be available on the FTCP and NTC websites and will be loaded into eTQP for use.
- FTCP-PSQS-S&S: Mostly editorial comments were provided. We have identified what changes will need to be made to the technical content on the actual knowledge statements of MPAs. Completed edits with AU-40 and will now work with Science and NNSA SME's to resolve their comments.
- Aviation Safety PSQS – (post meeting update) Finalized and uploaded to eTQP and FTCP website on 6/24/2020.

- Weapons Quality – NA-10 in final cleanup; boiler-plate changes completed.
- SSO FAQs: Will use the standard template now. A list of core competencies was drafted and are begin migrated into the FAQs template.
- EM FAQs: Lost a team member and gained a new one. Post meeting update-AI had follow-on discussion with new team members and entire team will meet on 7/9/20.
- Critical Safety FAQs: KSAs out to SME's for comments on June 19.
- FAQs archival request memo to go into RevCom for comment/concurrence, to archive: S&S, GTB, Aviation Safety Manager and Aviation Safety Officer, and Weapons Quality, since all are in process of or have been converted to FTCP PSQS's.

Continuing Training - Doug Eddy

- Doug will share a Continuing Training Program (CTP) progress tracker spreadsheet.
 - New Office of Enforcement course – common to FR, STSM, NSS FAQs
 - 5-year cycle for CT – we request minimum of 16 hours out of those courses
 - Makes it easier for CTP
 - Corrected statement: Also on the CT courses, we are going to give credit for CE (Continuing Education) courses taken for professional certification for CHP, CIH, CSPs, etc., where no FAQs CT is identified.
 - Adjust CTP to start on either Oct or Apr to make it easier to track.

Applied Engineering Fundamentals Course Update - Doug Eddy

- SMEs are working on this course now –
 - 1st session covers 5 of the FR applications A/B; 15 of the Electrical Safety competencies.
 - 2nd session will cover Mechanical Systems; 3rd session will cover Site Specific (practical applications/hands on).
 - Course description is drafted and 12 lessons are fully developed
 - Knowledge checks are developed and now being verified, that will serve as the basis for a test at the end.
 - Corrected statement: Thanks to Larry Perkins who volunteered to peer review the Applied Engineering Fundamentals course.
- If you would be interested in providing any assistance or future instructional support, please contact Doug.

Next FTCP Face-to-Face Meeting:

- It was agreed upon that the July meeting is cancelled and replaced with a Webex virtual meeting, to be scheduled for 4 hours each day (including breaks as needed) on August 18 and 19, 2020.
 - A draft agenda will be developed and sent to all for finalization with a request for presentations.

ACTION: Please send your ideas for agenda topics for discussion and/or for presenting, to Melissa Otero by July 17.

NTC and eTQP Updates – Melissa Otero/Walt Meeks

- The ESS homepage now has a link to go directly to eTQP; top right hand screen links in ESS.
- The FTCP Support Office link is also on the eTQP homepage.
- TQP integrated project teams have been meeting weekly to further the development of technical capabilities in the Learning Nucleus.
 - Discussed the possibility of having a workflow for Technical Standards so that as these are updated, approvals will be captured and the most current Technical Standard will be available to all on the Learning Nucleus.
- Working to have on Dashboards available in eTQP for supervisors/coordinators, with status notifications for IDPs and training needs, qualification progress, etc.
- ILTs: Working with training POCs to reschedule mission critical training.
- Continuing to give demos on eTQP for initial training; will continue until we get eTQP in the LN.

Closing and Meeting Adjourned - Karen Boardman

- July 15 Monthly Conference Call is cancelled.
- Please send your August FTCP Webex agenda topics to Melissa Otero.
- Please send your site's critical training needs through Dec 2020, to Wes, Larry and Al.
- Stay safe and well, Karen.