ATR Operations
OSB MEETING MINUTES

Idaho National Laboratory

Date of Meeting: 04/02/08	**Minutes Taken By:** ChantelleGarn	Page 1 of 2
Location of Meeting: ATR Conference Room		
Next Meeting Date: To be Announced		

Item	Description of Discussion	Speaker or Actionee
	Introduction	
1	• Skeen Blair mentioned that we are on schedule with continuing training for NMIS. They are beginning to study fresh fuel shipping containers. He also mentioned that NMIS requires an annual drill. -Brooks brought up the question- Should we define proficiency in our PDD? (This would be defined in the ATR Ops SD.) • ATRC is on schedule, with Scott Ullsperger completing his walkthrough on 4/10/08. His requal date is 4/12/08. • Skeen mentioned that Rabbit procedures were submitted to Document Control. -Marty brought up the question- Should RO students be involved in ATRC Reactivity?	Skeen Blair
2	• Ken reported for Rick Taylor on Utility Area (UA). Requalification and Training are going well with all UA.	Kenny Moore
3	• Alan Johnson will begin teaching Chemistry school. In the morning classes Alan will teach chemistry fundamentals for analyses that are performed at the ATR. The final session will include control limits, and why we use the chemistry we do on the various systems. In the afternoon, class will practice in the plant-chem lab. • Alan is the SME for Chemistry here at RTC. He also maintains system engineer for chemistry, state water license, and waste water license.	Alan Johnson
4	•We will no longer be doing yearly Simulator Evals for the crews, during the year each of the Operators will be evaluated in their required positions per PDD-105-during quarterly evals. • The quarterly continuing training delinquent list has improved immensely.	Loran Kinghorn
5	• Adam mentioned that we are having the SS's debrief their crews-not the trainers. This is working extremely well, and improving the crew performance on the Simulator. Also, the SS should review crew performance. • Professionalism in the workplace was discussed at length. This will be followed up by Rob Spence who will implement this policy. • The R.O.Y. criteria is working well in the Simulator. • There have been some minor complications when loading DCS on the Reactor Simulator. (this should be cleared up by the end of April) • The feedback from the new drills ran has been very positive. • The next SRB meeting will be in May.	Adam Gott
6	• Shawn is beginning the Drill Programs turnover from Declan Detrick. He will begin with Drills the second week of April, and continue with one drill per week thereafter. -Shawn provided Brooks Clements with list of drill sets.	Shawn Murphy
	Action Items	
1	• Discuss certified operator's organizational structure with Stephens and McDonough. (Home org to Ops, work org to ATR Programs Training?)	Loran Kinghorn
2	• Follow up with Brooks Clements on UAO qualifications.	Rick Taylor
3	• AFIB training needs to be completed for dayshift. AFIB scanned by 4/21/08.	Kenny Moore
4	• Schedule Shift Supervisors to come and review other crew's performance in the simulator. • Address EPRO analysis of plant chemistry and RML date for retraining for the 2 year plan.	Shawn Murphy
5	• Provide list of RO school attendees to Loran Kinghorn.	Brooks Clements
6	• Training Needs Analysis for RO School Reactivity –theory to practice, using ATRC.	Stan Wackerli
7	• Provide decision on drill sets to Shawn Murphy.	Ed Schuebert/ Brooks Clements
	Roundtable	
1	• The feedback from the last EPRO school was positive. However, rearrangement of classes may be needed for the next school. • Trainers need to maintain proficiency.	

ATTENDEES:
Brooks Clements
Becca Lambert
Loran Kinghorn
Adam Gott
Martin McDonough
Skeen Blair
Alan Johnson
Shawn Murphy
Robert Spence
Kenny Moore
Max Heberling
Ed Schuebert
Chantelle Garn

Any additions or corrections to these meeting minutes need to be delivered to the preparer.