

**HSS Focus Group
851 Implementation Work Group
Co-Lead Telecom
November 13, 2012
DRAFT Discussion Overview**

Purpose: This HSS Focus Group Work Group telecom was held with the Work Group Co-Leads to discuss change elements and strategic direction to support accelerated efforts to advancing progress, productivity and performance within each of the Work Groups. Although current roles within all of the Work Groups and Focus Group efforts remain the same, the addition of centralized leadership and oversight by representatives (2) of the Departmental Representative to the Defense Nuclear Facilities Safety Board are established.

1. Leadership Transition

- Co-Leads will continue to provide technical functions
- Functions of the Focus Group Program will remain the same. [Lily/Stephanie]
- HSS Interface Leads:
 - Dale Govan – Interface for 851 and Training Work Groups; Dan Sigg – Interface for Strategic Initiatives and Workforce Retention Work Group
 - Work Group Lead Function will be similar to their current functions in the Office of the Departmental Representative to the Defense Nuclear Facilities Safety Board
 - Central point of contact for the Work Group; consistency in leadership and interface
 - Provides strategic perspectives/contextual understanding at Departmental level
 - Manages issues/problems
 - Coordination, interface
 - Advance Work Group performance/progress

2. Examples of identified 851 Work Group improvement/re-direction needs

- Effective techniques for labor issues to be handled at the local level
 - Research underway – Looking at site-by-site methods and techniques for safety issue resolution
- Oversight of local issue resolution
 - HSS plans to re-double the current oversight efforts
 - Work Group to look at:
 - the oversight functions at each site

- safety issue resolution process, performance status, disconnects in structure and utility
 - USW offered that sharing the Oversight schedule plan would allow for union solicitation of worker input, ground level feedback; HSS agreed on the effectiveness of a triangulated effort
- 851 Work Group – 851 Workshop Planning and Development
 - Work Group plans to revisit topics in the next workshop development Work Group telecom to include incorporation of the safety issue resolution at sites.
 - HSS Work Group Co-Lead reported plans to provide path forward outputs from the Workshop’s presentations and breakout sessions to the Field.

3. Action Items

- **HSS Interface Lead [Dale]** will **follow-up with the 851 Workshop planning team** on the integration of the identified improvement goals.
- **HSS Interface Lead [Dale] and HSS Co-Lead [Pat]** will ensure telecom discussion is shared and that the EFCOG Co-Lead who was unable to participate on the call, is engaged in follow-on input requested of the Co-Leads in the Work Group’s in transforming and revitalizing strategic direction and from which clear goals can be established and pursued.

A. HSS Interface Lead Action: Roadmap Development

- Interface Leads will develop a “menu” of concepts, strategic aspects and tasks – identify relational elements and tasks [what can we accomplish]

B. Work Group Co-Lead Action: Develop “products” portion

- Co-Leads will identify and submit the “product” section of “menu”
 - what products do you see coming out of the Work Group
 - what products are you working on
 - where there are the problems, qualify as strategic or conceptual

4. ACTION Deliverable Dates/Next Steps:

- **Work Group Co-Leads to provide “products” to HSS Interface Leads [Tuesday, Nov. 20]**
- **HSS Interface Leads to incorporate products into the menu of concepts, strategic initiatives and tasks. [To Mari-Jo Tuesday, Nov 27]**
- **HS-1 Review/Approve Final Roadmap [To Glenn Friday, Nov 30]**
- **Roadmap distributed to Co-Leads for Work Group to set priorities and clear, realistic goals and define explicit action steps, intended outcomes and value. [To Co-Leads Monday, Dec 3]**