

**Federal Technical Capability Panel
Conference Call Minutes
December 9, 2015**

Karen Boardman, Chair, not in attendance. Attending EFCOG Training Working Group meeting. Dave Chaney, Deputy Chair, opened the meeting and welcomed everyone.

Recap of FTCP F2F Meeting – Nov 3-4, 2015 – Dave Chaney

Dave C. provided a recap of the FTCP F2F meeting. He was pleased with the outcome of the meeting and thanked everyone for their participation.

CY 2015 Workforce Analysis (WFA) – Due January 18, 2016

Dave C. reminded everyone of the upcoming due date for the CY 2015 WFA.

ACTION: Workforce Analysis Due Date: January 18, 2016

NA-51 Accreditation – S-2 Briefing – Pat Worthington

Pat Worthington reported that a meeting was held with the DOE Deputy Secretary, S-2 to discuss and present the NA-51 Accreditation recommendation. Pat W. indicated that it was an excellent meeting and the NA-51 Accreditation was signed and approved. A plaque presentation ceremony will be scheduled with the Deputy Secretary in the near future.

The Deputy Secretary expressed that she would like to get more involved in the accreditation process and participate in future accreditation activities.

In discussion, the FTCP members expressed the importance of the Accreditation Team role and thank those who have participated in an Accreditation Team. Also, it was expressed that participation on a Team is good experience and encouraged participation.

NV Reaccreditation - Jim Todd

Jim Todd reported that the Reaccreditation Team conducted the Team visit to NV during the week of November 16, 2015. He expressed his appreciation to the NV staff for all the coordination and support and highlighted that NV has an excellent program.

The Team is currently working on the report and plan to submit to Pat W. early next week. Timeline for Accreditation Board meeting is January/February timeframe.

NTC Activities – Mark Miller

STSM Continuing Training Working Group

Mark Miller reported that the STSM WG held their first conference call on November 19, 2015 and the next one is scheduled for December 17, 2015.

NSS FAQs

NTC is working on updating the language in the NSS FAQs per FTCP F2F meeting decision. Working with SMEs for review.

Conduct of Maintenance

PILOT is scheduled to be conducted in the February/March timeframe.

NTC Training

Mark Miller provided an update on upcoming NTC training. FY 2016 training schedule has been posted to the NTC website.

Closing Comments – Dave Chaney

Dave C. closed the meeting and noted that the 2016 FR/SSO/FPE Workshop planning and approval is proceeding under James Heffner's leadership, for the 1st week of May 2016, again at the Alexis Park Hotel. James will keep the DOE FTCP updated since a DOE FTCP Face-to-Face meeting would also be planned for that time.