**Nadcap MANAGEMENT COUNCIL (NMC) TELECONFERENCE CALL**

MINUTES

**FEBRUARY 4, 2015**

# OPENING COMMENTS

## Call to Order / Quorum Check

A quorum was established with the following representatives in attendance:

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| ***NMC Voting Members in Attendance*** |
| \* | Latch | Anguelov | SAFRAN Group |  |
| \* | Pascal | Blondet | Airbus |  |
| \* | Richard | Blyth | Rolls-Royce | Vice Chairperson |
| \* | Katie | Bradley | Lockheed Martin Corp. |  |
| \* | David | Cianfrini | BAE Systems |  |
| \* | Jim | Cummings | Metal Finishing Company |  |
| \* | Martha | Hogan-Battisti | The Boeing Company |  |
| \* | Bob | Koukol | Honeywell Aerospace |  |
| \* | Jeff | Lott | The Boeing Company | Chairperson |
| \* | Frank | Mariot | Triumph Group |  |
| \* | Jean-Philippe | Mathevet | SAFRAN Group |  |
| \* | Steve | McGinn | Honeywell Aerospace |  |
| \* | Robin | McGuckin | Bombardier Aerospace |  |
| \* | Michael | Murray | Beechcraft |  |
| \* | Tom | Newton | Aircraft X-Ray Laboratories |  |
| \* | Ana | Ottani | Embraer SA |  |
| \* | Mark | Rechtsteiner | GE Aviation |  |
| \* | Victor | Schonberger | Israel Aerospace Industries |  |
| \* | Vitorio | Stana | Avcorp Ind. |  |
| \* | Gary | White | Orbit NDT |  |

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| ***Other Participants in Attendance*** |
|  | Nicolas | Barthelemy | Airbus Helicopters |  |
|  | Marc | Montreuil | Heroux-Devtek |  |

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| ***PRI Staff in Attendance*** |
|  | Mike | Graham |  |  |
|  | Connie | Hess |  |  |
|  | Scott | Klavon |  |  |
|  | Jim | Lewis |  |  |
|  | Bob | Lizewski |  |  |
|  | Kellie | O’Connor |  |  |
|  | Christine | Sanz |  |  |
|  | Glenn | Shultz |  |  |
|  | Jon | Steffey |  |  |

## Agenda Review

The agenda was reviewed.

# Action ITem Review

The Rolling Action Item List (RAIL) was reviewed and the following updates were given:

* NMC-25: This item is in progress, meeting with the team to be scheduled following Berlin meeting
* NMC-26: Kellie will send a copy of this action item to the NMC Subscribers, who will complete prior to the Berlin meeting.
* NMC-27: A meeting has been scheduled for Monday, 2-Mar-2015 in Berlin.



# Membership Update

The following Subscriber Voting Members (UVM) have resigned from NMC:

* Serge Labbé / Kirk Whalen (Héroux-Devtek)
* Daniel Lecuru (Airbus Helicopters)
* Tim Crowe (CMSP Task Group)
* Katie Bradley (Lockheed Martin)

The NMC Chairperson confirmed the following new voting members to NMC:

* Marc Montreuil (Héroux-Devtek)
* Nicolas Barthelemy (Airbus Helicopters)
* Andrew March (CMSP Task Group)
* Frank McManus (Lockheed Martin)

# Committee and Sub-teams Status Reports

The NMC Committee and Sub-Teams gave an update.



* 1. Metrics



All the metrics are currently green and there are no issues. As a note, at the last Nadcap Meeting, there was a concern about reviewing the Task Group metrics, and the result was an action item for Glenn Shultz and Richard Blyth to review them on a monthly basis. This action has been initiated, and has been found to be useful for the Task Groups to have the additional oversight.

* 1. Standardization

The Auditor Consistency project is mostly complete after the pilot, and now the Committee is awaiting the Program Document transition in order to update the procedure. Richard Blyth and Mike Graham will be conducting audits of the Task Groups over the next four months. Risk Mitigation is experiencing some difficulty with team delinquency. Mike Graham is compiling a status report for the NMC to review in Berlin. A meeting will be scheduled for the Requirements for Self-Audits team at some point in February, prior to the Nadcap Meeting.

* 1. Ethics & Appeals

No open appeals at this time. An on-going activity of this Committee is to create work instructions to bolster the information in NOP-001, and also to strengthen the language regarding appeals related to an ethical issue.

* 1. Oversight

Frank Mariot asked for a resolution on the Materials Testing Laboratories (MTL) Task Group checklist requirements issue.

ACTION ITEM: Kellie O’Connor to schedule a Closed meeting between the MTL Task Group Subscribers and the affected NMC Subscribers in Berlin. The purpose of this meeting is to come to a final resolution on the checklist questions. (Action completed, meeting scheduled for Tuesday 3-Mar-2015)

ACTION ITEM: Kellie O’Connor to resend the original MTL email request out to the NMC Subscribers one last time in preparation for the meeting. (Action completed)

The 2015 Oversight Audit Sub-Team will meet in Berlin, and the audit schedule is currently on track.

* 1. Globalization & Strategy

At the meeting in Berlin, the Committee will discuss job audit trackers in two parts: 1) A proposed eAuditNet approach, and 2) a brainstorming session to come up with presentation language on the philosophy of job audits. Other topics will include an update on the 9100 sub-team and also discussion about the Risk Assessment, which was updated in October.

# MARCH Nadcap Meeting

1. Agenda at a Glance



* The schedule reverts to our normal non-Pittsburgh schedule, with NMC At Large taking place on Thursday.
* It was noted that all NMC Members are encouraged to attend the Supplier Support Committee (SSC) meeting on Tuesday evening.
1. Other Agendas (P&O, Steering, NMC)

The Planning & Operations (P&O), Steering and NMC At Large meeting agendas were reviewed. The agendas are posted on the PRI Website at [www.p-r-i.org](http://www.p-r-i.org), under the “Nadcap Meetings” section.

# Other Issues/New Business

No other issues were identified.

ADJOURNMENT – 04-Feb-2015 – Meeting was adjourned at 11:00 a.m

Minutes Prepared by: Kellie O’Connor, koconnor@p-r-i.org