

# CoatingsTask Group Meeting Agenda

20-Feb-2017 to 23-Feb-2017

Hilton New Orleans Riverside

New Orleans, Louisiana, USA

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20-Feb-2017 to 23-Feb-2017

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| **Thermal Spray** | **Coating Evaluation** |
| **Vapor Deposition** | **Plating of Coated Parts** |
| **Diffusion Coatings** | **Heat Treating of Coated Parts** |
| **Stripping of Coatings** | **Grinding of Thermal Spray Coatings** |

The Coatings Task Group covers the following processes:

***Notice 1: All times are approximate and subject to change. Please contact PRI for updated information.***

***Notice 2: At the beginning of each day, the meeting will start with Opening Comments consisting of: Call to Order, Verbal Quorum Check, Introductions (as needed), Routing of the Attendance List (as needed)***

***Notice 3: Please bring your agenda with you to the meeting. Copies will not be available on-site.***

***Best Practices: 1) Start all meetings on time. 2) Follow the agenda. 3) No long-winded discussions***

**Caution: Restricted Export Controlled (e.g. ITAR, EAR) material is prohibited from presentations. It is the responsibility of the presenter to ensure that this material is not included.**

**Presentations should not contain proprietary information without the approval of the organization which owns the information.**

**Any non-Nadcap agenda topics require approval by the Director, Nadcap Program and Aerospace Operations.**

***RECORDING POLICY:***

***Audio or video recording of Nadcap meetings is prohibited unless formal approval is received from all attendees and recorded in the minutes. Violators of this policy will be asked to stop recording. Failure to stop recording or repeated attempts to record may result in expulsion from the meeting and/or the Nadcap program.***

Meeting Objectives:

1. Begin AC7109/1 Rev E
2. Update on Vapor Deposition Technical Briefing CI Project
3. Update on Auditor Candidate Interview Question List Update CI Project
4. Develop OP 1110 Failure Criteria for 2017

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Monday, 20-Feb-2017

7:00 am – 8:00 am

Supplier Orientation & Tutorial – An introduction and overview of the Nadcap program

8:00 am

1.0 OPENING COMMENTS (DAILY)

9:00 am

2.0 REVIEW DELEGATION STATUS

9:30 am

3.0 TASK GROUP RESOLUTION

10:00 am

4.0 AUDITOR CONSISTENCY

12:00 pm – 1:00 pm

LUNCH BREAK

1:05 pm

1.0 Opening Comments (daily)

1:30 pm

5.0 Voting Member Updates & Compliance with Voting Requirements

1:45 pm

6.0 Review of Procedure Changes

2:00 pm

7.0 Metrics

2:15 pm

8.0 First Time Supplier Feedback

2:30 pm

9.0 RAIL [Rolling Action Item List] Review

2:45 pm

10.0 Industry Standard Champion Report

3:00 pm

11.0 SSC Introduction

3:15 pm

12.0 OP 1110

4:15 pm

13.0 Revision of MOU for AC7108/1

5:00 pm

ADJOURNMENT

Tuesday, 21-FEB-2017

8:00 am

1.0 Opening Comments

8:10 am

14.0 Audit Criteria [Checklist] Revision

12:00 pm – 1:00 pm

LUNCH BREAK

1:05 pm

14.0 Audit Criteria [Checklist] Revision

4:45 pm

ADJOURNMENT

5:00 pm – 6:30 pm

**Supplier Support Committee Meeting** - All suppliers are encouraged to attend.

Wednesday, 22-Feb-2017

8:00 am

1.0 Opening Comments

8:10 am

14.0 Audit Criteria [Checklist] Revision

12:00 pm – 1:00 pm

LUNCH BREAK

1:05 pm

15.0 Continuous Improvement Initiative

3:00 pm

16.0 Self Audit Requirement Overview

4:00 pm

17.0 Potential New Technologies

4:45 pm

ADJOURNMENT

5:00 pm – 7:00 pm

**NMC Planning & Ops Meeting –** Task Group Chairs & Staff Engineers are required to attend.

Thursday, 23-Feb-2017

8:00 am – 10:00 am

**Nadcap Management Council Meeting** – All members are encouraged to attend this informative and important meeting.

10:05 am

1.0 Opening Comments

10:15 am

18.0 SSC Report

10:45 am

19.0 NMC, AQS and Planning & Ops Reports

11:15 am

20.0 New Business

11:30 am

21.0 Meeting Conclusion

12:00 pm

ADJOURNMENT

Monday, 20-Feb-2017

(quorum must be verbally established DAILY at the beginning of each meeting)

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| --- | --- | --- | --- |
| 7:00 am – 8:00 am |  | Supplier Orientation & Tutorial – An introduction and overview of the Nadcap program |  |
| 8:00 am | **CLOSED** | 1. OPENING COMMENTS (DAILY)
	* 1. CALL TO ORDER/VERBAL QUORUM CHECK
			+ VERIFY ONLY SUBSCRIBER MEMBERS ARE IN ATTENDANCE
			+ INTRODUCTIONS
		2. SAFETY INFORMATION:
			+ REVIEW FIRE EXITS IN MEETING ROOM
			+ INFORM PRI STAFF PERSON OF ANY EMERGENCIES
		3. REVIEW CODE OF ETHICS (REF: ATTENDEES’ GUIDE) AND MEETING CONDUCT
		4. PRESENT THE ANTITRUST VIDEO (ONLY @ THE FIRST OPEN AND FIRST CLOSED MEETING OF THE WEEK FOR EACH TASK GROUP)
		5. REVIEW AGENDA
		6. EXPECTATIONS
 | Udo SchuelkeJustin Rausch |
| 9:00 am | 1. REVIEW DELEGATION STATUS
	* JIM LEWIS, BOB LIZEWSKI, AND JUSTIN RAUSCH
 | Justin Rausch |
| 9:30 am | 1. TASK GROUP RESOLUTION
 | Justin Rausch |
| 10:00 am | 1. AUDITOR CONSISTENCY
	* 1. REVIEW OBSERVATION PLAN
		2. REVIEW AUDITOR CONSISTENCY DATA
			+ STANDARD DATA
			+ SUPPLIER FEEBACK
			+ AUDITOR EVALUATIONS AND TRENDS
			+ OBSERVATION FEEBACK [T-FRM-01]
			+ SUMMARIZE ACTIONS TAKEN
		3. REVIEW DASHBOARD METRICS
 | Justin Rausch |
| 12:00 pm – 1:00 pm |  | LUNCH BREAK |  |
| 1:05 pm | **OPEN** | 1. Opening Comments (daily)
	* 1. Call to Order/Quorum Check
			+ Introductions
		2. Safety Information:
			+ Review Fire Exits in Meeting Room
			+ Inform PRI Staff person of any emergencies
		3. Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct
		4. Present the Antitrust Video (only @ the first open and first closed meeting of the week for each Task Group)
		5. Review Agenda
		6. Expectations
		7. Acceptance of Meeting Minutes
 | Udo SchuelkeJustin Rausch |
| 1:30 pm | 1. Voting Member Updates & Compliance with Voting Requirements
	* 1. Current Voting Member participation [meeting and ballots]
		2. New Voting Members
		3. Succession Plan
 | Udo Schuelke |
| 1:45 pm | 1. Review of Procedure Changes
	* 1. Review any changes to General Operating Procedures since the last meeting
		2. Review any changes to your specific OP 1114 and OP 1116 Appendices since the last meeting
 | Justin Rausch |
| 2:00 pm | 1. Metrics
	* 1. NMC
 | Justin Rausch |
| 2:15 pm | 1. First Time Supplier Feedback
	* Opportunity for first time suppliers to provide feedback on the Nadcap audit process. This is part of the CTTG Continuous Improvement Initiative.
 | Udo Schuelke |
| 2:30 pm | 1. RAIL [Rolling Action Item List] Review
 | Justin Rausch |
| 2:45 pm | 1. Industry Standard Champion Report
	* Review Watch List
 | Dan Loveless |
| 3:00 pm | 1. SSC Introduction
	* Highlight of activities planned for the week
 | Jeff Tomczak |
| 3:15 pm | 1. OP 1110
	* Mode B Failure Criteria for 2017
 | Justin Rausch |
| 4:15 pm | 1. Revision of MOU for AC7108/1
	* Discussion on AMS 2750 Requirements
 | Justin Rausch |
| 5:00 pm | ADJOURNMENT |  |

Tuesday, 21-FEB-2017

(quorum must be verbally established DAILY at the beginning of each meeting)

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| 8:00 am | **OPEN** | 1. Opening Comments
	* 1. Call to Order/Quorum Check
			+ Introductions
		2. Review Agenda
		3. Expectations
 | Udo SchuelkeJustin Rausch |
| 8:10 am | 1. Audit Criteria [Checklist] Revision
	* 1. AC7109/5 Rev G Ballot Resolution
		2. AC7109/2 Rev D Appendix Discusion
		3. AC7109 Rev F
		4. AC7109/1 Rev E
 | Justin Rausch |
| 12:00 pm – 1:00 pm |  | LUNCH BREAK |  |
| 1:05 pm | **OPEN** | 1. Audit Criteria [Checklist] Revision
	* 1. AC7109/5 Rev G Ballot Resolution
		2. AC7109/2 Rev D Appendix Discusion
		3. AC7109 Rev F
		4. AC7109/1 Rev E
 | Justin Rausch |
| 4:45 pm | ADJOURNMENT |  |
| 5:00 pm – 6:30 pm |  | **Supplier Support Committee Meeting** - All suppliers are encouraged to attend. |  |

Wednesday, 22-Feb-2017

(quorum must be verbally established DAILY at the beginning of each meeting)

|  |  |  |  |
| --- | --- | --- | --- |
| 8:00 am | **OPEN** | 1. Opening Comments
	* 1. Call to Order/Quorum Check
			+ Introductions
		2. Review Agenda
		3. Expectations
 | Udo SchuelkeJustin Rausch |
| 8:10 am | 1. Audit Criteria [Checklist] Revision
	* 1. AC7109/5 Rev G Ballot Resolution
		2. AC7109/2 Rev D Appendix Discusion
		3. AC7109 Rev F
		4. AC7109/1 Rev E
 | Justin Rausch |
| 12:00 pm – 1:00 pm |  | LUNCH BREAK |  |
| 1:05 pm | **OPEN** | 1. Continuous Improvement Initiative
	* 1. Vapor Deposition Technical Briefing Report-Out
		2. Auditor Candidate Interview Questions List Update Report-Out
		3. Review Project List
		4. Develop New Project Charter
 | Justin Rausch |
| 3:00 pm | 1. Self Audit Requirement Overview
	* Expectations for the Self Audit
 | Justin Rausch |
| 4:00 pm | 1. Potential New Technologies
	* Open discussion on new technologies of interest to the CTTG
 | Justin Rausch |
| 4:45 pm | ADJOURNMENT |  |
| 5:00 pm – 7:00 pm |  | **NMC Planning & Ops Meeting –** Task Group Chairs & Staff Engineers are required to attend. |  |

Thursday, 23-Feb-2017

(quorum must be verbally established DAILY at the beginning of each meeting)

|  |  |
| --- | --- |
| 8:00 am – 10:00 am | **Nadcap Management Council Meeting** – All members are encouraged to attend this informative and important meeting. |
| 10:05 am | **OPEN** | 1. Opening Comments
	* 1. Call to Order/Quorum Check
			+ Introductions
		2. Review Agenda
		3. Expectations
 | Udo SchuelkeJustin Rausch |
| 10:15 am | 1. SSC Report
	* Review of SSC mission, leadership, and activities
 | Jeff Tomczak |
| 10:45 am | 1. NMC, AQS and Planning & Ops Reports
	* Meeting week report outs
 | Vern TalmadgeJoel MohnackyUdo Schuelke |
| 11:15 am | 1. New Business
 | Justin Rausch |
| 11:30 am | 1. Meeting Conclusion
	* 1. Review Expectations
		2. Agenda Items for Next Meeting
		3. Review New Action Items
		4. Meeting Feedback
 | Udo SchuelkeJustin RauschDale Harmon |
| 12:00 pm | ADJOURNMENT |  |