**CONFIRMED CHEMICAL PROCESSING – SUPPLIER ACTION TEAM MINUTES**

**26-Oct-2016**

**PITTSBURGH, USA**

**These minutes are not final until confirmed by the CP-SAT in writing or by vote at a subsequent meeting. Information herein does not constitute a communication or recommendation from the CP-SAT and shall not be considered as such by any agency.**

**WEDNESDAY, OCTOBER 26**

# OPENING COMMENTS

## Call to Order

The Chemical Processing Supplier Action Team (CP-SAT) meeting was called to order at 3:00p.m., on 26-Oct-2016.

It was verified that only Supplier Members and Performance Review Institute (PRI) Staff were in attendance during the meeting.

Routing of attendance list

Introductions

***Members/Participants Present (\* Indicates Voting Member)***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | NAME |  | COMPANY NAME |  |
|  |  |  |  |  |
|  | Matthew | Akin | TrueLogic Company |  |
|  | Ali | Bakr | The Lindgren Group |  |
|  | Phillip | Brockman | Techmetals Inc. |  |
| \* | Stephane | Chaumeil | GALION |  |
|  | Bethany | Conley | Techmetals Inc. |  |
| \* | Todd | Crawford | GKN Aerospace - St. Louis |  |
| \* | Nathan | Gangloff | RBC Aircraft Products Inc. |  |
| \* | Tony | Garcia | Blanchard Metals Processing |  |
|  | Debra | Hagar | NORDAM Interiors and Structures |  |
|  | Connie | Kelly | Certified Metal Finishing, Inc |  |
|  | Amanda | Kirchner | Workflo by beyondRelations |  |
|  | Dean | Klix | Weatherford Aerospace LLC |  |
|  | Jing | Liu | Aerospace Metal Finishing Inc. |  |
| \* | Keith | Logan | Saporito Finishing |  |
| \* | Rosa | Martin | Superior Plating |  |
| \* | Abdul | Nathani | Hi-Tech Metal Finishing |  |
| \* | Greg | Penny | Black Oxide Industries Inc |  |
| \* | Kimberly | Porter | Poly-Metal Finishing |  |
| \* | Dennis | Reidy | CIL Metal Finishing |  |
| \* | Jim | Ringer | Tech Met Inc. |  |
| \* | Tammi | Schubert | Helicomb International Inc. |  |
| \* | David | Serbousek | Olympic Scientific |  |
|  | David | Sexton | CERTIFIED METAL FINISHING |  |
|  | David | Simon | Barnes Aerospace Lansing |  |
|  | Elizabeth | Small | Curtiss-Wright |  |
| \* | Steve | Stone | Saporito Finishing |  |
| \* | Mitch | Tanner | Triumph Processing, Embee Division Inc. |  |
|  | David | Winter | Olympic Scientific |  |
| \* | Blanca | Zilli-Huerta | Bowman Plating Company Inc |  |
|  | Magdalena | Zukowski | Litron Inc. |  |

***PRI Staff Present***

|  |  |
| --- | --- |
| Nigel | Cook |
| Christine | Nesbitt |

## Review Rules of Conduct.

## Approval of the minutes of the previous meeting.

Motion made by Phil Brockman and seconded by Tammi Schubert to approve the minutes from June 2016 meeting. Motion Passed.

# New Member Orientation

Mike Noettl reviewed the Functions and Operation of the Nadcap Chemical Processing Task Group (CPTG) as well as the role of this committee in support of the Task Group.

# CP-SAT Mission Statement

The CP-SAT mission statement was reviewed.



# Status of open action Items

**Supplier Support Committee (SSC) Representative:** The CP-SAT voted to nominate Eric Jacklin as the designated SSC representative and Tammi Schubert as the alternate representative should Eric not be able to attend and ask for ratification from the Task Group Chairperson and CP Lead Staff Engineer. Eric and Tammi are long standing active voting members of the CPTG.

Action Item: Eric Jacklin to check with the SSC about the opportunity for a Commodity to have an Alternate Representative when the normal SSC Representative is not available. (Due Date: 20-Oct-2016)

**ASTM D4060:** Dave Serbousek has been working with a representative from Taber and drafted an alternative to ASTM D4060 for hard coatings. Consider inviting him to the October TG meeting so he can get first hand understanding of the importance of this to the CP Task Group.

The issue has been solved with the new draft of MIL-A-8625. Item Closed

**Visual Acceptance Requirements:** Mike Noettl reviewed the presentation from the previous meeting on Unacceptable Visual Conditions (UVC). These are “undefined” items that can lead to the parts being rejected by the customer. These are not part of the process specification but a statement in the general purchasing requirements of the customer. The problem is that they are “undefined” so the processor does not know what they need to achieve. If anybody else is having problems with this, notify Mike Noettl.

Can we also get data on the parts that are acceptable to specification but rejected due to UVC?

Action Item: Suppliers to provide Mike Noettl with photographs and specifications to identify what typical visual appearances of surface finishes that can due to substrate surface pre-treatments/conditions. mnoettl@milinc.com (Due Date: 20-Feb-2016)

**Checklist Strategy:** How will the Task Group be analyzing and reporting the effect of the new checklists on auditor consistency and Non-Conformance Reports (NCRs)/audit.

**Redundant Audits:** Some suppliers are starting to have 3rd party companies coming in to do special process audits on behalf of a Subscriber and from direct customers due to Subscriber requests.

Redundant Surveys: Suppliers are starting to receive questionnaires from 3rd party companies on behalf of the subscriber and also from direct customers due to Subscriber requests.

CP-SAT to bring concerns of “redundant audits” and “redundant surveys” to the CP Task Group meeting.

Shop Layout: Auditors have been asking for shop layout drawings identify every tank and Supplier must grey out areas that are not part of the CP audit. Nigel Cook clarified that the revision controlled drawing to be attached is only required to identify the areas that are subject to the CP audit.

Action Item: Nigel Cook to send out an auditor advisory defining the content of the shop drawing. (Due Date: 20-Nov-2016)

# new business

The sending of self-audit document to the Nadcap Auditor and control of that documentation when in control of the Auditor and Nadcap is a concern.

Checklist revision frequency: Felt the frequency of revisions was too high.

More Suppliers need to get involved in the sub-teams. The one on temperature recording of process solutions only has one Supplier - Charles Costello volunteered to be on this team.

Action Item: Nigel Cook to add Charles Costello to the sub-team on solution temperature recording (Due Date: 18-Nov-2016).

# Develop Agenda

These minutes will form the basis of the agenda for the next meeting.

Any requests for additional agenda items to be sent to Mike Noettl and Nigel Cook.

MEETING ADJOURNED.