

CaER ISO9000Implementation Team Meeting
3/14/2002

Attendees:

Wendy Sullivan – CD02
Amy Rape – CD10
Maria Hicks – CD20
Caroline Wang – CD30
Lynn Garrison – CD30
Judi Hollingsworth – CD50
Shelia Nash-Stevenson – CD60

Items Discussed:

1. Continual Improvement
 - One Continual Improvement story from CD30 has been submitted to the website, Continual Improvement System. Susan Cloud has suggested that we have a total of 10 Continual Improvement stories on the website before the MQC on March 26.
 - Caroline Wang suggested that we use the template she provided earlier to prepare the Continual Improvement stories for review and edit because once you enter them onto the website and click “Submit”, you are not able to go back and edit the stories.
2. Conference Room posters – Caroline has submitted the amount of posters and frames we need for our conference rooms to Don Miller. He is working on getting those for us.
3. Please let Caroline know of any continual improvement/customer satisfaction stories from CaER that could be used as candidate stories to present at MQC meetings in the future. NASA STARS will be used for a continual improvement story during the MQC meeting on March 26.
4. NQA audit: May 29 – 31
Auditors will be Rick Gierco and Judge Lunt