

CHANGE MANAGEMENT BOARD

MEETING NOTES 03/12/13

In attendance: Becky Robertshaw-Chair, Mike Brown-Notes, Cheri Campbell, Mac Weaver, Ricardo Reynoso, Amanda Rohrich, Doug Benton, Joanne Waller, Pat Nooney, Andy Gray, Jeri Billiard, Mark Garland

- Mac Weaver was selected as the new Co-Chair, and Cheri Campbell offered to be the new co-note taker...
- A new Reports Sub-Group was formed tasked with dealing in ICBS reports and their formats. Members are Mike Brown, Mac Weaver, Cheri Campbell, and Mark Garland.
- Andy Gray and Jeri Billiard gave a quick briefing of the structure of the ICBS management group and their roles as a benefit to the new CMB members.
- Jeri went over all CR's for review with the board. (See attached spreadsheet for individual results) She also discussed each defect. Keep in mind that CR's listed as defects do not need CMB approval. They are for informational purposes for the CMB, but do not require group consensus.
- Group had a question about membership. The CMB charter has 9 representatives as group structure, but has been working with 11. Pat Nooney as the steering group representative reassured that as long as the group remains functional and responsive, it was still within the scope of membership.
- Joanne Waller wanted to get access to the quality center to keep track of CR's in process. Andy Gray explained that the quality center is currently not available and suggested that possibly regular emails of current CR spreadsheets may help until access to the quality center is available again.