

LONGENECKER and ASSOCIATES

EXPERIENCE SUMMARIES FOR KEY PERSONNEL

M.L. “Skip” Felch

EXPERIENCE SUMMARY

Ms. Felch has more than 30 years experience in implementing and coordinating quality and regulatory compliance programs, assessing contractor performance and their management systems, preparing assessment reports, and assessing effectiveness of corrective actions. Relevant accomplishments include:

- Participating in inspections/assessments and preparing inspection/assessment reports
- Providing support to Department of Energy (DOE), Department of Defense (DoD), and Department of Transportation (DOT) agencies
- Supported DOE ORP in development of prime contractor QA programs
- Supported Yucca Mountain contract, developing a baseline for the QA program, to ensure overall QA program met DOE contract requirements
- Responsible for regulatory compliance in the areas of QA, pre-operational test and startup, assessments, non-destructive examination, health and safety, and emergency response
- Identifying and correcting weaknesses and deficiencies within QA programs
- Past Certified NQA-1 Lead Auditor – soon to be re-certified
- Proficient at performing and managing multi-task, and multi-discipline projects and activities
- Managing Software QA organization developing risk software
- Providing QA program training at LLNL

DETAILED EXPERIENCE

2003 - Present Zocher Corporation, Inc. (Purchased by TLI Solutions)

Project Management at the Los Alamos National Laboratory (LANL) in conjunction with DOE Order 413 and DOE Manual 413.3, Project Management for the Acquisition of Capital Assets. Developed project management control baseline documentation (i.e., policies, processes, procedures, training) for use over life of project. Developed documentation defining the project management activities for Waste Management, Environmental Restoration, and D&D of facilities and land in compliance with Long-Term Environmental Stewardship commitments with the DOE’s Office of Environmental Management, New Mexico Environment Department (NMED), and the National Nuclear Security Administration (NNSA). Developing the Environmental Restoration Project Execution Plan (ER-PEP), Risk Management Plan, and Project Control System Description (PCSD). Technical integration required with existing and planned LANL corrective actions/measures and work plans implementing federal, state, and local regulatory requirements.

Training Lead – Designed and implemented DOE Order 5480.20A (Personnel Selection, Qualification and Training Requirements for DOE Nuclear Facilities), compliant program for nuclear and non-nuclear activities for the LANL for work through FY 2015. Program is designed for LANL and subcontractor personnel supporting Environmental Restoration, under the Environmental Management Program. Environment, Safety and Health Requirements served as the boundary for all work activities performed and planned. Developed qualification programs required to be in accordance with DOE and industry SAT, Kirkpatrick, and PBT guidelines.

2000 – 2003 Informatics Corporation

Managed a diverse team responsible for streamlining construction and administrative processes to optimize and integrate U.S., Federal and Navajo Nation funding sources. Identified economic growth through alternative utility technologies and alternate building materials for remote Navajo Nation housing. Responsible for comprehensive operational, project management, and construction assessment of the Navajo Nation, Navajo Housing Authority, Construction Services Division (NHA CSD). Designed and implemented corrective action and strategic management plans to meet Navajo Nation funding and NHA commitments. Performed project activities in conjunction with Bureau of Indian Affairs (BIA), Housing Urban Development (HUD), and Native American Housing Assistance and Self Determination Act (NAHASDA) requirements/guidelines.

Visual Consulting Senior Technical Lead - Developed and applied systems and software management/ engineering concepts and techniques for architectural deliverables at a systems level encompassing multiple applications and processes. Provided architectural modeling and project management support to Hanford PFP functional areas, with an emphasis on budget, cost and schedule, supporting waste stabilization and D&D activities. Provided program development support in the areas of Commercial Airplanes Quality Management System, Supplier Management and Procurement, Process Management, and Architectural Infrastructure. Demonstrated technical creativity to solve difficult business integration issues using modeling methods and tools. Communicated risk, corrective action, results and/or recommendations to technical audiences. Independently provided model specifications to represent business processes, data, and products. Customer-based team member. Lead on development of technical processes to support the infrastructure of architecture activities across multiple business units (e.g., charters, procedural processes for Change Board (CB) Management, Technical Working Group (TWG), and Data Repositories).

1999 – 2000 Advanced Technologies and Laboratories, International Inc.

Project Lead, providing technical support to the DOE-ORP in the areas of strategic planning, problem resolution, long- and short-range planning, contract/performance incentives, AB Licensing Strategies, SER development, QA program development, PAAA program development, Contractor PAAA package / program review, ISMS assessments, S/RID program document development, S/RID Contractor review activities, and FSAR transition assessment review efforts. Manage contract funding and deliverables of ATL, Int. staff and as a customer based team member. Provide management of a cross-cut of multiple level project development, execution, and individual contribution of a wide spectrum of complex tasks for ORP.

1998 – 1999 Management Strategies Inc.

Program Analyst, Providing S/RID Phase I and II, and ISMS Phase II support to LMHC company and supporting the TWRS Final Safety Analysis Report (FSAR). Provided BIO transition support to RFETS for two building complexes, Buildings 559/707 (Safe Sites of Colorado [SSOC]) and B776 (Rocky Mountain Remediation Services [RMRSJ]). Co-authored the B707 BIO Implementation Plan, reviewed open USQDs to determine impact and required inclusion in the new BIO, tracked and resolved open issues, prepared readiness validation packages for RFETS and DOE review and "Declaration of Readiness." Supported the coordination and preparation of new and revised procedures to support BIO revisions to reflect a consistent technical baseline for operational activities. Supported RFETS Kaiser-Hill Planning and Integration, in the identification of D&D, DOE, contractual, requirements.

1997 – 1998 Jason Associates Corporation

Manager, Richland Operations/Project Lead/Manager - Provided Environmental, Safety and

Health (ES&H) support to the DOE and Department of Defense (DoD) ES&H program. Provided ES&H program design, assessment, and gap analysis for the Air Force. Lead a team that included certified industrial hygienists, a certified safety professional, certified cost analysts, safety engineers, environmental, and regulatory subject matter experts.

1996 – 1997 Scientech, Inc.

Environmental Analyst - Assessed the Tank Waste Retrieval System (TWRS) Privatization Readiness-To-Proceed (RTP) from a BIO to an FSAR.

1990 – 1996 Science Applications International Corporation

Senior Project Manager for TWRS Waste Minimization/ Pollution Prevention (WM/PP) Program - Defined the Operational Environmental Requirements for Treatment, Storage and Disposal (TSD) facilities, systems, equipment, and personnel in conjunction with DOE, federal, and state regulatory requirements and agreements. Designed and implemented 17 TSD inspection plans and schedules for the TWRS Areas, in compliance with Washington Administrative Code (WAC) and Dangerous Waste Regulations.

Provided technical, programmatic, and training support to INEEL during completion of the Radioactive Waste Management Complex RCRA Part B Permit Application. Developed a Hazardous Waste Sampling Certification Program for EG&G Idaho to meet federal and state regulatory requirements. Led tasks at the INEEL requiring design and development of a personnel certification program at the Waste Experimental Reduction Facility (WERF) in preparation for the facility's ORR.

Team Lead for revision of LLNL RCRA Part A and B Permit Applications for 24 waste management units. Managed subcontractors providing closure plans, writing and editing text, managing production personnel providing draft and final documents, and quality control support. Software Quality Assurance Manager - Ensured all risk, hazard, and safety software developed primarily for nuclear industry clients met quality, software, and industry design, development, testing, and implementation protocols.

1988 – 1993 Infinite Connections

Management and Training Consultant - Performed organizational needs analyses to determine baseline data and assess organization policies and work processes being used, work flow, manpower and job performance requirements. Identified deficiencies and root cause, and provided corrective action recommendations.

1982 – 1988 Westinghouse Hanford Company

Quality Assurance Senior Engineer, Technical Instructor, and Certified Auditor on the Basalt Waste Isolation Project (BWIP). Manager, in the Technical Training Division, at 100-N, directed a technical staff responsible for training in facility management qualification, reactor and water operator certification, maintenance qualification, support organization qualification, and Technical Training Staff Certification.

1979 – 1981 Washington Public Power Supply System

Training Engineer - Designed and developed training and qualification programs in compliance with NRC requirements. Performed regulatory compliance in the areas of QA, pre-operational test and startup, assessments, non-destructive examination, health and safety, and emergency response.

1977 – 1979 Allied Chemical Corporation

Engineering Assistant – Obtained certification of work packages during the construction of the INEEL waste calcining facility. Recommended release for work based on documentation.

1973 – 1977 Westinghouse Naval Program

Training Assistant at INEL, SIW/S5G supporting development of training of naval personnel.

EDUCATION

B.S., Eastern Oregon State College (in progress)
Aerojet Nuclear Business School, Certification Program, 1972

TRAINING AND CERTIFICATIONS

LANL Instructor Certification
Quality Assurance: Auditor Certification
USQ Qualified
Kepner-Tregoe Root Cause Determination: Instructor Certification
National Management Association: Instructor Certification
NMA Instructor Certification Program: Manager / Instructor
DOE Instructor Certification Program (Train-the-Trainer) Manager / Instructor

REFERENCES

DOE-ORP
Donald H. Alexander
Chemical Processing, SSO
509-372-2453, MS: H6-60

DOE-ORP
Dennis H. Irby
Safety, SSO
509-376-5652 MS: H6-60

William Taylor
DOE-ORP
509-376-7851