



# ASQLV 0705 Agenda / Minutes

**Planning Date: 15-May-2009**

**Recorder:**  
Mark McQueen  
ASQLV Secretary

<b>Meeting Date:</b> Wednesday May 20, 2009	<b>Location:</b> Blue Ox Tavern
<b>Start Time:</b> ≈1800 PST	<b>End Time:</b> ≈2030 PST

**Requested Attendees:** All RSVP'd Members + Speaker or Tour Guide, Additional Attendees and Guests

**Actual Attendees:** From the Attendee Signed Attendance List - Posted on the ASQLV Web Site under Section Events

Ref No.	Topic	Lead / Facilitator	Type	Expected Outcome / Minutes	Time (min)
<b>Required Topics:</b>					
1	Members, Guests, and Speaker	Vice Chairperson	A/I	Sign-in (print name) on the Meeting Attendance sheet provided	≈0m
2	Meet and Greet/Food Orders	Angie	A	From the Blue Ox Menu	≈0m
3	Welcome	Vice Chairperson	A/I	Greet attendees as they arrive and as a group	On-going
4	Section Announcements/Business	Vice Chairperson	I/S	Info to members: <ul style="list-style-type: none"> <li>New Officers 01JUL09</li> <li>Volunteer List is growing</li> </ul>	≈0m
5	ASQLV CQA Exam Prep Course	Education Chair	I/S	Recap of the ASQLV CQA Exam Prep Course completed this last Saturday	≈0m
6	ASQ Region 7 Leadership Training	Membership and Community Liaison Chairs	I/S	High-level briefing on the ASQ Region 7 Leadership Training recently attended by ASQLV individuals	≈0m
	Speaker Introduction	Vice Chairperson	I	ASQLV Chairperson elect introduction	≈0m
<b>Planned Topics:</b>					



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Ref No.	Topic	Lead / Facilitator	Type	Expected Outcome / Minutes	Time (min)
	Speaker Presentation	Mike Marelli	P	<p>Quality Work Survey; facilitated discussion about identifying <b>issues in member technical areas</b>, discussing the different kinds of quality out there so ASQLV Leadership can tailor events to increase member value and to find out more about individual members as we do not always have time to introduce ourselves to each other.</p> <p><b><u>Brainstorm meeting topics:</u></b>            Control of Government/Customer Property            Lean 6-Sigma for the non-manufacturing environment            Changing Economy – Effects on Quality            Impact of Downsizing /Loss of Expertise – Regrouping and Rebuilding            QA Requirements vs. Workforce Expectations            “Crucial Conversation”            Risk Management – FMEA            6-Sigma tools – 9-Step Process            Malcolm Baldrige</p>	≈0m
<b><u>Required Topics:</u></b>					
	Open Forum	Vice Chairperson	I/S	Items brought-up by attendees – n/a	≈0m
	Meeting Close	Vice Chairperson	A	Meeting wrap-up; thank meeting attendees and server	≈0m
<b><u>Meeting Notes:</u></b>					
n/a					
<b>Total Time</b>					≈00m

**Agenda Types:** A = Action, Dc = Decision, Ds = Discussion, I = Information, M = Measurement, P = Program, Rw = Review, Rk = Risk, S = Status, T = Training

ASQLV Action Item List from this meeting:

<b>Action Item (yyyy_mm_00x):</b>
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