TMC23
ATA'S TECHNOLOGY & MAINTENANCE COUNCIL

FALL MEETING
& National Technician Skills Competitions

Excellence in Maintenance for Quality Control

SEPTEMBER 17-21, 2023 | CLEVELAND, OHIO | HUNTINGTON CONVENTION CENTER   http://tmcfall.trucking.org   #TMCFall23

S5 Parts Room Design Standardization Task Force

ATTENTION PLEASE

- In accordance with TMC Board Policy, all personal phones without a silent feature must be turned off during business sessions.

- If you must use your phone —please leave the room!

ATTENTION PLEASE

- This is an open meeting of the Technology & Maintenance Council, held in accordance with ATA Antitrust Guidelines which are listed in your meeting packet.

- Audio or video recordings are not permitted at this session. However, photography is permissible.

- The opinions expressed in this meeting are those of the individual and not necessarily the opinion of his/her company nor of TMC unless stated otherwise.

ANTITRUST/PATENT DISCLOSURE

- To minimize the possibility of antitrust problems, the guidelines detailed in your registration packet should be followed at all TMC meetings, task force and study group sessions.

- All participants in any group involved in the development of standards or recommended practices shall disclose, as stated in the antitrust/patent disclosure guidelines in your registration packet, all patents or patent applications that are owned, controlled or licensed by the Participant or Participant's employer when the Participant reasonably believes such patent or patent application may become material to the standard or RP development process.

Agenda

- Task Force Leadership Update
- RP Overview / Purpose
- Task Force Progress TMC Spring Meeting
- Plea

Task Force Leadership Update

- Chair: Wayne Skinner, Ozark Motor Lines, Inc.
- Co-Chair: Chad Kinnision, Total Transportation of MS LLC
- Secretary: Tom (TK) Kilchenstein, Fleetpro, Inc.

RP Overview

- Why is this RP needed?
  - No existing RP to guide fleet professionals with parts room setup and standardization.
- Motion to create a standalone RP on parts room standardization & revise RP531/RP530 if needed.

Task Force Progress

- Two working session meetings since Spring TMC.
- Confirmed Scope
  - Fleets (not retail or service providers since they will have different goals for inventory, etc.)
- Confirmed Purpose
  - To provide guidance to fleets and to assist in consistency within each fleet's shop locations.
- Confirmed Categories (next slide)
- Confirmed initial content creators.

Task Force Progress

Category	RP531?	RP5XX
a. Define bin locations by row, column, and shelf.		x
b. Organize inventoried parts in VMRS & numerical part order.		x
c. Parts room cleanliness and lighting		x
d. Determine appropriate cycle count interval	x	x
e. Use of Min/Max		x
f. What about unused / unusable inventory		x
g. Strategies around having a closed vs open parts room		x
h. Warranty parts handling		x
i. Core parts process		x
j. Goal setting for inventory variance.		x
k. Consumable parts		x
l. When to charge out the parts – before giving to Tech?		x
m. Dormant parts process?		x
n. Returning of dormant parts?		x
o. Glossary of terms		x

Task Force Progress

Updated Category language	Content Writer	Content Review
Guidance on how to set up and define bin locations by row, column, and shelf.	Jeff B.	?
Ways to organize inventoried parts using VMRS or other numerical part numbering system.	Wayne	?
Best practices for parts room cleanliness and proper lighting.	Jeff B.	?
Best practices for implementing and utilizing minimum and maximum ordering systems.	Wayne	?
Guidance on how to process unused and / or unusable parts in inventory.	Chad	?
Strategies for selecting closed vs open parts rooms.	Wayne	?
Best practices for handling warranty parts	Tom	?
Best practices for handling part cores.	Tom	?
Setting goals for actual versus reported inventories.		?
Best practices for handling consumable parts.	Chad	?
Timing for when parts should be charged out of inventory.	Tom	?
Guidance on inventory timing for dormant parts.	Chad	?
Process for disposing of dormant or obsolete parts.	Chad	?
Development of an RP glossary.	Wayne	?

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Task Force Progress

- We need your help to complete this RP (my plea)
- Please sign up to be a reviewer of the content categories.

Constructive Comments Are Always Appreciated!

- TMC welcomes your comments, but please make certain that they are constructive and appropriate before you turn in your evaluation sheet!

- *Thank You for Your Cooperation!*