DM Leadership Team Meeting 2019-01-28

Location

Browser	Room System	Phone Dial-in
https://bluejeans.com/293724745/	1. Dial: 199.48.152.152 or bjn.vc 2. Enter Meeting ID: 293724745 -or- use the pairing code	Dial-in numbers: • +1 408 740 7256 • +1 888 240 2560 (US Toll Free) • +1 408 317 9253 (Alternate Number) Meeting ID: 293724745

(back to the list of all DMLT meeting minutes)

Time

10:15am PT

Attendees

- Wil O'Mullane
- Frossie Economou
- Tim Jenness
- Simon Krughoff
- Unknown User (gcomoretto)
- John Swinbank
- Unknown User (mbutler)
- Unknown User (xiuqin)
- Jeff Kantor
- Leanne Guy
- Kian-Tat Lim
- Gregory Dubois-Felsmann
- Fritz Mueller
- Colin Slater
- Eric Bellm
- Zeljko Ivezic
- Robert Gruendl
- Yusra AlSayyad
- Robert Lupton

Regrets

- None

DMLT Meeting Goals

- Weekly meeting to keep the DM leadership team **coordinated, informed, and in agreement** on the **vision, priorities, and challenges** facing DM construction, including **surfacing and resolving issues and ambiguities needing our attention**. The goal of this meeting is to provide information and decisions that help each one of us better direct our own (or our team's) activities.

Discussion Items

Guidelines: Propose items in line with the meeting rationale (see above); include as much information in the agenda notes; summarize, don't go into details while on the call; maximize time available for discussion.

Item	Who	Notes
Admin	Wil O'Mullane	• Introduce Unknown User (mpoland) . • Unknown User (mpoland) and Unknown User (abrownwiest) will be collectively providing admin support for DM. (email @ tucson-admin-assistants@lsst.org) • There will be an e-mail address for contacting them both at once... but we need to find it out after the meeting. ☑ Wil O'Mullane — Distribute e-mail address for contacting admins. 29 Jan 2019

Project updates	Wil O'Mullane	- Was going to be about shutdown but now we are ok for another 3 weeks. - Still contingency is very tight. Need to examine budgets carefully. Will get tighter as we get to the end of the project. - Worth emphasizing that "we are not in trouble" — we still have adequate contingency, we just need to make sure we are appropriately frugal. - Estimate to Complete has been refreshed every six months for the last couple of years. Moving forward, this will be *every month*. - New news digest coming out soon. - AIV/Commissioning workshop week of Feb 25th in Tucson. Issue based specific time with selected periods; Chuck pushing for specific decisions and plans. - ESNET - how do we pay for it.. this an up front cost which will reduce ops costs.
Risk Management	Wil O'Mullane	Now that risks are in Jira, I have assigned some risks to some people. You should: **Asses the risk status at least every 2 months** (i.e. cost or probability change ?) - Please notify Wil O'Mullane when you make changes, so he can discuss them with the Risk Review Board. - Specifically look at the trigger date and see if it is sensible. - The risk meeting is tomorrow - DM is up - we will be quized on residual risk exposure. - Ask if you are unsure - I would like to make DMLT but especially T/CAMs aware of the risk process and part of it.
Next DMLT F2F	John Swinbank	- Is four weeks away. - And will be remote. - Check on the status of the agenda. - Discuss the working hours of this meeting: 09:00 to 14:30 Pacific was suggested on Slack. Are we happy with that? - Yes. ☑ All DMLT — provide suggestions for 2019 DM "swag". 04 Feb 2019
DM-CCB	Wil O'Mullane	- The reconstituted DM-CCB met for the first time on 2019-01-15. - We discussed the goals and responsibilities of the DM-CCB; these are summarised on Confluence and in LDM-294 (see ⚠ RFC-561 - Jira project doesn't exist or you don't have permission to view it.). - We expect the DM-CCB to be proactive in engaging with the RFC process.
Middleware demo	Fritz Mueller	- End-of-January middleware demo coming up shortly... Fritz Mueller will enlighten us as to the details. - Demo will be Friday of this week at 12:30 Pacific.
Science Platform management	Wil O'Mullane	- A coordination and responsibility issue with LSP was raised from various quarters. - Frossie has been asked to CAM the LSP - LDM-294 needs an update to cover that (though now I realize we did not update for Butler/Supertask .. which was to be shorter term) - Note that there will be a regular "Science Platform Standup" following the Monday DMLT call. ☑ Wil O'Mullane — Update LDM-294 to reflect Science Platform and Butler/SuperTask management. 04 Feb 2019
Jira issue priorities	Wil O'Mullane	- To date, we document no semantics associated with the Jira issue priorities ("blocker", "critical", etc.). - Various folks have used them to indicate things they think are particularly important and/or annoying, but in no organized way. - Should we? Is this related to how we should relate to the Commissioning Team or other activities on the mountain? - NB do not confuse the "blocker" issue priority with the "blocking" relationship between issues! ☑ All DMLT — Provide Wil O'Mullane with opinions on issue priorities. 11 Feb 2019
QAWG	Wil O'Mullane	DMTN-085 is out and on the agenda for our F2F .. many actions are implied come prepared. ☑ John Swinbank — Make sure QAWG discussion at DMLT F2F has enough time and is at an appropriate level of granularity to be actionable. 11 Feb 2019
Level 2 Milestones	Wil O'Mullane	**Test Plans due in the next 45 days** | Key	Summary	T	Created	Updated	Due	Assignee	Reporter	P	Status	Resolution
---|---|---|---|---|---|---|---|---|---|---| No issues found 503-8b - Update requested by Leanne. # Milestones due in the next 45 days | key	summary	type	created	updated	due	assignee	reporter	priority	status	resolution
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RFCs and CCB	Tim Jenness	• We agreed that in future these will be primarily discussed at the DM-CCB, and only escalated to the DM-CCB on an as-needed basis.
Green cards	Frossie Economou	• AURA cannot use encumbered funds to pay for green card applications. • Support in other ways (work with lawyers, letters of recommendation, etc) is possible.
LSST:UK Qserv experience	Leanne Guy	• 2019-02-07 at the PDAC meeting (09:00 Project) there will be a demo by George Beckett of UK experience with Qserv at the LSP Integration meeting.
Open todo items	Wil O'Mullane	
DMLT travel & availability this week	Wil O'Mullane	

Overdue RFCs

key	summary	type	created	updated	due	assignee	reporter	priority	status	resolution

⚠ Jira project doesn't exist or you don't have permission to view it.

View these issues in Jira

Past action items

Outstanding DMLT meeting action items (Confluence tasks)

Outstanding JIRA issues assigned to the DMLT team (includes DMLT label as well for historical reasons)

Open DMLT actions

Description	Due date	Assignee	Task appears on
☐ Frossie Economou Will recommend additional Level 3 milestones for implementation beyond just the DAX-9 Butler provenance milestone. **15 Mar 2022**	15 Mar 2022	Frossie Economou	DM Leadership Team Virtual Face-to-Face Meeting, 2022-02-15 to 17
☐ Kian-Tat Lim Convene a meeting with Colin, Tim, Robert, Yusra to resolve graph generation with per-dataset quantities (likely based on Consolidated DB work). **18 Mar 2022**	18 Mar 2022	Kian-Tat Lim	DM Leadership Team Virtual Face-to-Face Meeting, 2022-02-15 to 17
☐ Frossie Economou Write an initial draft in the Dev Guide for what "best effort" support means **17 Nov 2023**	17 Nov 2023	Frossie Economou	DM Leadership Team Virtual Face-to-Face Meeting - 2023-Oct-24
☐ Convene a group to redo the T-12 month DRP diagram and define scope expectations Yusra AlSayyad**30 Nov 2023**	30 Nov 2023	Yusra AlSayyad	DM Leadership Team Virtual Face-to-Face Meeting - 2023-Oct-24
☐ Gregory Dubois-Felsmann Complete DMTN-105 defining the goal for "Prompt Products Release Ops" **11 Dec 2023**	11 Dec 2023	Gregory Dubois-Felsmann	DM Leadership Team Virtual Face-to-Face Meeting - 2023-Oct-24