

DM Leadership Team Meeting 2015-11-16 to 2015-11-19

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Date

16 Nov 2015 – 19 Nov 2015

Remote access:

- <http://ls.st/mzw> (Monday).
- <http://ls.st/u1q> (Tuesday).
- <http://ls.st/0vu> (Wednesday AM).
- <http://ls.st/89p> (Wednesday PM).

Attendees

- [John Swinbank](#)
- [Unknown User \(xiuqin\)](#)
- [Jeff Kantor](#)
- [Unknown User \(ciardi\)](#)
- [Jim Bosch](#)
- [Kian-Tat Lim](#)
- [Mario Juric](#)
- [Margaret Gelman](#)
- [Donald Petravick](#)
- [Jacek Becla](#)
- [Frossie Economou](#)
- [Tim Jenness](#) - remote
- [Robert Lupton](#)
- [Simon Krughoff](#)
- [Gregory Dubois-Felsmann](#)
- [Unknown User \(nidever\)](#)

Goals

- Final issue resolution and resource loading for DM construction plan.

Logistics

The meeting will take place in [room 346 \(the Visualization Laboratory\)](#) of the [Lewis Science Library](#), Princeton, NJ. See the maps [here](#) and [here](#). When you arrive at Lewis, follow signs for [PICSciE](#) rather than the library or classrooms; you'll need to take the elevator or stairs to the third floor.

We suggest booking hotel accommodation at the [Nassau Inn](#), which is within convenient walking distance of the meeting venue. Please coordinate with Laurie Thomas when doing so. Note that we will provide a light breakfast at the meeting.

For directions to the campus, refer to the [University website](#). The easiest option for visitors from outside the area is to fly to Newark Liberty International Airport, then take the [NJ Transit](#) train to Princeton Junction. From Princeton Junction, a shuttle train runs to central Princeton. The Lewis Library is a 20 minute walk from the station (NB [Google Maps walking directions](#) will send you on a circuitous route; in practice, you can cut fairly directly across the campus) alternatively, you may prefer to ride the (free) [TigerTransit](#) bus system.

Parking on campus between 08:00 and 17:00 is available in Lot 21 or Lot 23 ([map](#)). Between 17:00 and 02:00, most lots are open to visitors (excluding 8, 9 and 18). Refer to the University's information on [visitor parking](#) and [directions to the public lots](#).

Nearest (commercial) source of coffee is on the second floor of the [Frist Campus Center](#) (5 minutes walk).

Agenda

Start	End	Summary	Session chair	Goals
Monday 16 November 2015				

12:30	13:00	Meeting preparation: set up and confirm audio/visual/telecom	JDS/remote	
13:00	13:05	Ground Rules	KTL	Setting interaction and behavioral expectations
13:05	13:15	Agenda	KTL	Any last-minute changes
13:15	13:45	Introductions	KTL	Each attendee gets 2 minutes to tell about their background and systems they have built
13:45	14:15	Roles	MJ	Clarifying three-in-a-box roles, T/CAM roles, science/technical lead roles
14:15	15:15	Current situation 1	XW, FE, JB, DP	15 minutes each to talk about what has been built so far and where we are
15:15	15:45	Break		Refreshments provided
15:45	16:15	Current situation 2	KSK, JDS	15 minutes each to talk about what has been built so far and where we are
16:15	16:45	Project science	MJ	Role of the PST and what the PST has been doing
16:45	17:00	External milestones	GPDP	Quick review of dates for expected deliveries to other subsystems and system integration
17:00	17:30	End-to-end system	KTL	Internal goals for demonstrating system capability and functionality
Tuesday 17 November 2015				
08:10	08:30	Breakfast; meeting preparation: set up and confirm audio/visual/telecom	JDS/remote	Coffee, tea, juice, rolls, etc (as per AURA policy)
08:30	10:00	What we are building 1	JDS, KSK, DP	30 minutes each to talk about what we are building for: <ul style="list-style-type: none"> • ComCam • Full Camera Commissioning • Survey Operations • Beyond
10:00	10:30	Break		Refreshments provided
10:30	12:00	What we are building 2	JB, FE, XW	30 minutes each to talk about what we are building for: <ul style="list-style-type: none"> • ComCam • Full Camera Commissioning • Survey Operations • Beyond
12:30	13:30	Working Lunch: Working as a team	KTL	Provided How do we improve teamwork, trust, collaboration? Do good fences make for good neighbors? Should we have more goals and activities as all-DM versus individual institutions /teams?
13:30	15:30	What we need	KTL	Resource requirements and dependencies for DM as currently understood
15:30	16:00	Break		Refreshments provided
16:00	16:45			
16:45	17:30	Operations	KTL	TOWG and LOPT status, quick review of roles and skillsets needed in Operations, estimation kickoff
Wednesday 18 November 2015				
08:10	08:30	Breakfast; meeting preparation: set up and confirm audio/visual/telecom	JDS/remote	Coffee, tea, juice, rolls, etc (as per AURA policy)
08:30	10:00	Technical discussions and disruptive change	KTL	Decisions on how to proceed on: <ul style="list-style-type: none"> • LSST commitment to VO support: <ul style="list-style-type: none"> ◦ Which VO standards to support, which team(s) to work on them, and how do they interact with the community? ◦ How do the VO standards handle authentication? ◦ 6 months ago KTL was supposed to task TJ with answering these questions; that never happened; should it? • AstroPy integration <ul style="list-style-type: none"> ◦ MJ/KTL proposal • Issues held up by HSC merge: <ul style="list-style-type: none"> ◦ Initial Pythonification ◦ Package reorganization
10:00	10:30	Break		Refreshments provided
10:30	12:30	Roadmap completion 1	KTL	What is not credible about LDM-240 and how are we going to fix it?
12:30	13:30	Working Lunch: Improving productivity and decision making		Provided How can we avoid missed deadlines, confusion about what we're doing, volume of communication?

13:30	14:30	Roadmap completion 2	KTL	What is not credible about LDM-240 and how are we going to fix it?
14:30	15:15	SuperTask demo and short-term workflow plans	GPDP	Demo of SuperTask prototype; discussion of what we can do about Pipeline Construction and workflow until NCSA team can ramp up starting in January (pptx)
15:15	15:45	Break		Refreshments provided
15:45	17:00	DM priorities	KTL	What are the most important things for us to be doing and what are we doing on them
17:00	17:30	Wrap-up and action items 1	KTL	Conclusions and actions so far for people who are leaving (MJ, DP, DC, DN)
19:00	21:00	Social dinner		Self pay (per diem). Catered meal at 287 Hamilton Ave , 30 minutes walk from the meeting venue.
Thursday 19 November 2015				
08:10	08:30	Breakfast; meeting preparation: set up and confirm audio/visual/telecom	JDS/remote	Coffee, tea, juice, rolls, etc (as per AURA policy)
08:30	10:30	T/CAM time	T/CAMs	
10:30	11:00	Break		Refreshments provided
11:00	12:45	Near-term (W16) adjustments	JK	Discussion of mid-cycle updates needed to W16 plan
12:45	13:00	Wrap-up and action items 2	JK	Conclusions and actions from the day
Close of Meeting				