DM Leadership Team Meeting 2017-01-10 to 12, Face-to-Face

January 2017 DMLT

Date

10 Jan 2017 - 12 Jan 2017

Location

- LSST Project Management Office, Tucson - Room 27 (Tuesday/Wednesday) and Main Conference Room (Thursday)
- Remote access via BlueJeans at ls.st/jmc or dial one of the following numbers: +1.408.740.7256   +1.888.240.2560   +1.408.317.9253

Connecting from a room system dial 199.48.152.152 or bjn.vc and enter meeting ID **293724745** followed by #

Hotel / Per Diem

- Erin has booked a block of rooms in ALOFT
- Per Diem M&IE for Tucson is $59; first/last day of travel is $44.25; no meals provided other than Wednesday night so deduct $26 from your meals on this day when doing your TER.

Planning to attend

- Wil O'Mullane
- Gregory Dubois-Felsmann (remote, available for entire day starting ~9:30am MST each day)
- Frossie Economou
- Tim Jenness
- Mario Juric
- Kian-Tat Lim (arrive Monday early PM, leave Friday 5 PM, but at Commissioning Dry Runs Thursday and Friday)
- Unknown User (xiuqin) (arrive Monday at noon, leave Friday at noon)
- John Swinbank (late Sunday to early Friday)
- Jeff Kantor available remotely at certain times, I am in Florida Jan 6 - 13, at South American Astronomy Coordination Committee (SAACC) networks meeting Jan 10 - 11
- Jim Bosch (arrive Monday ~7:30pm, leave Friday ~9am)
- Margaret Gelman (leaving Thursday ~2:30pm)
- Donald Petravick (leaving Thursday ~2:30pm)
- Unknown User (pdomagala) (leaving Fri. ~1:00)
- Zeljko Ivezic (will have to shuttle between the DMLT and Commissioning Review dry run)
- Simon Krughoff (Leaving on the 2PM Alaska flight on Friday)
- Fritz Mueller (Leaving on the 3PM Southwest flight on Friday)
- Unknown User (ciardi) - Original plan was to be there Monday night but flight was cancelled. Will attend Tuesday remotely and fly Tuesday night for in-person Wednesday and Thursday. Leave early Friday morning.
- Michael Wood-Vasey Will attend remotely Wed 09:00-12:30 MST.

Focus

Chance for me (Wil) to get to know you all a bit better, understand your AGILE process, and learn about the current long term Plan.

Other Topics for the agenda (please add here any points you would like to discuss)

- To cover: Agile and long-term Roadmaps
- To cover: ITIL and DevOps - and how they ARE compatible.
- The Data model - separation of processing, defining interfaces intra sytem and subsystems

- Use of Cloud Infrastructure .. further study needed ?
- Documentation
  - Documentation tree .. if there is one - LDM-493 does not seem to tell me whihc docs we should be creating
    - https://confluence.lsstcorp.org/display/DM/Requirements+and+Design+Hierarchy might help, although it likely needs a refresh.
  - Finishing and maintaining design documents (especially LDM-151): how worthwhile is effort to polish these and make them scientist-readable (and up-to-date)?
  - Discoverability of and all-team access to documentation; accessibility of mature drafts (related to but not identical to the above)

Topics of interest to T/CAMs:

- Integration & test, Commissioning: Effort and schedule for DM verification and system verification
- Data Challenges: What are we doing when?
- Related: Future of PDAC?
- Simulated data:
  - Some was generated for DESC, Euclid but we haven't seen it; is it useful for us?
  - What about list of simulated data desires sent to Sims group at the last JTM?
- Binary distributions: answers to questions in Tim's e-mail.
- We have risks associated with specific WBSs but currently have no interaction between T/CAMs and the people reporting on risks. Closer integration of per-WBS risks with system engineering is desired to more accurately reflect current status.
- Pipeline QA functionality definition discussions. Is it the precursor for commissioning support?
- KPMs - this work is orphaned in the short term - are we still committed to doing release characterisations?

Agenda

Day #1: Jan 10 - start 9:00AM (Room 27)

09:00 Introduction of Wil to the team - revisit the Good/Bad/Ugly talk from LSST Europe.

10:00 AGILE on Gaia talk (orginally for ESOC) to focus the discussion

10:45 **Break**

11:00 Individual/Team intros and how each do Agile

- 15 minutes per team + 5 margin
- what experiences you have had
- what problems you have had
- suggstions to improve the Agile process

11:00 Project Science Group Overview - Mario

11:20 Architecture Overview - KT/Tim

11:40 Data Release Production - John Swinbank / Jim Bosch

12:00 Alerts - Simon/Andy

12:30 LUNCH (off-site; on your own)

14:00 Data Access Services - Fritz

14:20 SUIT - Xiuqin Wu / David Ciardi

14:40 SQuaRE - Frossie Economou/ Michael Wood-Vasey

15:00 Production, Infrastructure and Ops - Margaret/Don

15:30 **Break**

15:45 What is our goal: the DM mission statement ...

16:15 Moving to OPS from AGILE dev - wil

17:30 **End** (or earlier if we make it)

Day #2: Jan 11 (with Victor) (Room 27)

09:00 Documentation (and other technical topics)

some impressions - WOM

some history - FE

10:00 What the project manager expects (20min)- Victor

10:30 Overview of plan status (20min) - Mario

10:45 **Break**

11:05 Individual TCAM views on the plan specifically

- 15-20 mins max
- A single slide presenting the main milestones (10km view) - many of which may be the dependencies of other teams
- Overview of dependencies and timing ... Dependency spreadsheet giving all milestones between teams, synchronized with the plan shoudl be available refer to issued document
- Rolled up overview of resources ... Detailed planning packages (in a variety of tools) with resource estimates for each team should be available refer to issued document
- Narrative description of potential descopes involving each team with order-of-magnitude estimates for impact

11:05 Alerts - Simon Krughoff

11:30 Data Release Production - John Swinbank

11:55 SQuaRE - Frossie Economou

12:30 LUNCH (off-site; on your own)

13:45 Operations and pre-operations - Beth Willman

14:00 SUIT - Xiuqin Wu

14:25 Data Access Services - Fritz

14:50 Production, Infrastructure and Ops - Margaret

15:15 Break

15:30 Open discussion with Victor

16:00 Actions for finalizing the plan and scheduling Day #3 work (Victor/wil/Mario)

17:00 **End**

18:00 Gather for off-site Team Dinner (seating at 18:30): Cafe a la Cart; Directions

Day #3: Jan 12 (Main Conference Room)

09:00-12:00   Topics not covered by first two days, including (see above for full list):

09:00 Tim on some points that came up the last days 10 minutes?

- Overview of DMSR update: Tim Jenness
- Overview of KPMs: Tim Jenness

09:20 Finishing LDM-151: Jim Bosch

10:00 Customers of binaries - Tim Jenness

10:45 Break

11:00 Future of DM risks and how we manage them - Tim Jenness

11:20 Clarification of usage of term QA (Quality Assessment vs Quality Assurance vs Quality Analysis)

12:00 **Finish**

13:00-17:00   Meetings with Wil and time for work determined to be urgently needed in discussions from Days #1 and #2

Short-Term Action Items

- ☑ Prepare an overview of DMSR update: Tim Jenness
- ☑ Prepare an overview of KPMs (what they are, where they come from, what they're used for): Tim Jenness
- ☑ Create a stub LDM-XXX document for the QA Design/ConOps: Tim Jenness (done as LDM-522)
- ☑ Interested parties for Thursday topics: prepare one slide for each issue
- ☑ Write a guidance note about how to write up risks: Wil O'Mullane
- ☑ Wil and Frossie and Mario to co-author verification and validation plan based on template: Wil O'Mullane, Frossie Economou, Mario Juric