

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

January 2017 DMLT

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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 Ivezić](#) (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 system and subsystems

- Use of Cloud Infrastructure .. further study needed ?
- Documentation
 - Documentation tree .. if there is one - LDM-493 does not seem to tell me which 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](#) (originally 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
 - suggestions 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 should 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

