

# Agenda and Minutes: Planning meeting 31 October

Wednesday 31 October, 13:00-14:00 Project time: BlueJeans #103047236

## Attendees:

- [Simon Krughoff](#)
- [Keith Bechtol](#)
- [Steve Ritz](#)
- [Merlin Fisher-Levine](#)

## Agenda:

- Finalize logistics: start end times, snack time, room setup, IP whitelist
- Confirm attendees
- Update on datasets
- Finalize task list
- Agenda for bookend half days
- AOB

## Minutes:

### Logistics:

Start at 9AM, finish at 5PM. Morning coffee at 10:30. Afternoon coffee at 15:00.

- ☒ Simon Krughoff will contact Regina about room setup
- ☒ Simon Krughoff will make sure Regina knows we will want simple projection setup.
- ☒ Steve Ritz Check on guest WIFI access
- ☒ Steve Ritz Will get FACTS form out for everyone to sign and return
- ☒ Simon Krughoff check with Richard Dubois about what IPs to whitelist.

### Confirm attendees:

- ☐ [Keith Bechtol](#) assign people to attendee list to track people down for confirming attendance.

### Update on datasets:

Update from Merlin: Data has been copied over to NCSA. Data ingests. Robert's tests run, but there are complications due to the decision to go with (dayObs, sequenceNum) tuples.

- ☒ Simon Krughoff will make headway on the demo notebook by producing something that runs on on-sky data by the end of the week. We can then transition to bootcamp data.

### Task List:

- ☐ [Merlin Fisher-Levine](#) to help with workflow 55Fe.
- ☒ Steve Ritz supply bad pixel masks
- ☒ Simon Krughoff translate masks to DM format

First half day:

- ☐ [Keith Bechtol](#) to create a framework for discussing terminology