LAT Monthly Agenda

What: Monthly Status Review
When: 28 Jan, 7:00am-16:45 PACIFIC TIME
Where: SLAC – GLAST III Conf Room, Bldg. 234

All Times Pacific
7 – 8:00 am   - CCB Meeting
8 – 8:15am   - Project Status Overview - Lowell Klaisner
8:15 – 8:30am   - Cost and Schedule Status – Tanya Boysen
8:30 – 9:00am   - System Engineering Status & Action items - Pat Hascall
9:00 – 9:30am   - Performance & Safety Assurance – Darren Marsh
9:30 – 10:00am   - Design Integration & Analysis – Martin Nordby
10:00 – 10:15am   - **** Break
10:15 – 11:00am   - DAQ/FSW – Gunther Haller/Terry Schalk
11:00 – 11:45am   - Mechanical/thermal hardware – Marc Campbell
11:45 – 12:30pm   - Calorimeter (Telecon) – Neil Johnson
12:30 – 1:15pm   - Lunch
 1:15 – 2:00pm   - ACD   (Telecon) – Tom Johnson
 2:00 – 3:00pm   - Tracker – Robert Johnson
 3:00 – 3:15pm   - **** Break
 3:15 – 3:45pm   - I & T – Elliott Bloom
 3:45 – 4:00pm   - E/PO (Telecon) – Sarah Silva
 4:00 – 4:45pm   - IOC/SAS   - Dave Lung/Richard Dubois

Each Subsystem Manager Should Present the following:

Technical Status:
- Last Month's Accomplishments
- Near-term Milestones & Status towards them for next 3 months (from F2F)
- **Drawing Release Plan & Status required to achieve production milestones**
- Summary of issues & concerns
- Status/Closure of action items
- Open Design/Engineering model/manufacturing issues and closure plan for them
- Status of Subsystem's Documentation & qualification program

Cost & Schedule Status:
- Identify threats to maintaining schedule and cost
- **Specific actions required to retain zero schedule variance (Work Arounds/CCB Actions)**