

Face to Face Subsystem Manager Meeting - SLAC June 9, 2004

Agenda:

8:00 a.m. Agenda and Organization

8:30 a.m. Cash Flow

The LAT Project Office is watching cost plus commitments for the rest of FY04 to assure that we do not run out of funding. Also, it is time to work on the time phasing of the Stanford funds. I will send the latest lien list. Each Subsystem Manager should review this list and we will discuss it at the meeting. If you know of additional items, particularly in FY04 please send them to me so we can begin with a complete list. Then we will discuss the spending profile of each subsystem for the remainder of FY04. Tanya will prepare a profile for each subsystem from the PMCS. Each Subsystem Manager should be prepared to talk about how they plan to deviate from this plan. This will include the time phasing of the liens for FY04.

10:00 a.m. Break

10:15 a.m. Schedule

We continue to face serious schedule delays. The April PMCS report showed 6 weeks float to RFI for observatory integration. This is a one week improvement over March. Nonetheless, there are threats to schedule in most systems. Each Subsystem Manager should be prepared to talk about their schedule and what are the top three risks to meeting their plan. Particularly, we need to focus on how we can help each other and ways that the LAT Project Office can help. Are there specific areas where additional staffing or additional funds could have a significant impact on meeting our plan. Are there key decisions that need to be made in the short term to execute your plan.

12:00 p.m. Lunch

1:00 p.m. All hands – Orange Conf Room, Bldg. 40

2:00 p.m. Technical Discussion

What are the technical open issues to getting the first hardware, GSE, scripts, etc. to I&T? Each Subsystem Manager should be prepared to talk about open technical issues within their system and then technical interface issues. And each manager should report on the status of their test scripts and current planned dates for delivery to I&T.

Finally, we will revisit DAQ's schedule for delivery of EGSE to the subsystem. We will discuss the reprioritizing of the schedule to meet the realities of the current situation in DAQ and in the subsystem.

5:30 p.m. Adjourn

7:00 No Host dinner at local restaurant for those staying at SLAC