LAT Monthly Agenda

What: Monthly Status Review
When: 1 Sept, 2005 8:00 am – 4:00pm PST
Where: GLAST III, Bldg. 234

All Times Pacific

 8:00 – 8:30am   Project Status Overview – Lowell Klaisner
 8:30 – 9:00am   System Engineering Status & Action items – Pat Hascall
 9:00 – 9:15am   ACD – Dave Thompson/Tom Johnson
 9:15 – 9:45am   CAL Closeout – Neil Johnson
 9:45 – 10:15am   FSW – Terry Schalk
10:15 – 11:00am   DAQ/EGSE Hardware – Gunther Haller
11:00 – 11:15am   SAS – Richard Dubois
11:15 – 11:45am   Design Integration & Analysis – Martin Nordby
11:45 – 12:45pm   Lunch
12:45 – 1:30pm   ISOC/Data Base Planning – Rob Cameron
 1:30 – 2:00pm   Tracker – Robert Johnson
 2:00 – 2:45pm   I & T – Elliott Bloom/Ken Fouts
 2:45 – 3:00pm   Break
 3:00 – 3:30pm   PSA – Joe Cullinan
 3:30 – 4:00pm   Mechanical/thermal Hardware – Marc Campell/Helmuth Drosdat
 4:00 – 4:15pm   EPO – Lynn Cominsky

Each Subsystem Manager Should Present the following:

Technical Status:

- Last Month's Accomplishments
- Near-term Milestones & Status towards them. TKR, Mech and DAQ should
  report on their completion plans.
- Status/Risks to production milestones
- Summary of issues & concerns
- Status of Subsystem's Documentation & qualification program

Cost and Schedule Status:

- Present charts showing cost, schedule, and manpower status (will be supplied by
the project controls team). Explain variances appearing on each chart, assess
impacts, and identify corrective actions. Identify liens against cost and schedule.