

IAT Monthly Agenda

What: Monthly Technical/Cost/Schedule Review

When: 29 October, 7:00am-17:00 PACIFIC TIME

Where: Hosted by SLAC, ACD/Cal, GSFC Telecon

All Times Pacific

7 - 7:15 am - Project Status Overview - Lowell Klaisner
7:15 - 7:30am - Project Cost/Schedule Status - Tanya Boysen
7:30 - 8:15am - System Engineering Status & Action items
8:15 - 9:15am - Calorimeter (Telecon)
9:15 - 9:30am - **** Break
9:30 - 10:45am - DAQ
10:45 - 11:45pm - ACD (Telecon)
11:45 - 12:30pm - Lunch
12:30 - 12:45pm - E/PO (Telecon)
12:45 - 13:45pm - Mechanical/thermal
13:45 - 14:00pm - **** Break
14:00 - 15:00pm - Tracker
15:00 - 15:45pm - I & T
15:45 - 16:30pm - IOC/SAS
16:30 - 17:00pm - Performance & Safety Assurance

Each Subsystem Manager Should Present the following:

Technical Status:

- Last Month's Accomplishments
- Near-term Milestones & Status towards them for next 3 months
- Summary of issues & concerns
- Status/Closure of action items
- Open Design/Engineering model/manufacturing issues and closure plan for them
- Status of Subsystem's Parts List & qualification program

Cost & Schedule Status:

- Explain significant cost and schedule variances (for September and cumulative)
- Identify threats to maintaining schedule and cost