

1 Regional Operations Centre (ROC) Managers' Weekly Meeting - Project Week 12
2
3 Minutes v0.1 Alistair, 23 June 2004
4
5 12.00 Contents
6 -----
7 The agenda is at the following address: <http://agenda.cern.ch/fullAgenda.php?ida=a042290>
8
9 12.01 Time of meeting
10 12.02 Attendance
11
12 12.03 Quarterly report (Alistair Mills)
13 12.04 Execution plan (Alistair Mills)
14 12.05 AAM (Cristina Vistoli)
15 12.06 Time sheets (Alistair Mills)
16 12.07 CIC status (Nick Thackray)
17 12.08 Round the regions (Most of us)
18 12.09 Work breakdown structure (Alistair Mills)
19 12.10 SAL-SA2 collaboration
20 12.11 AOB (Any of us)
21
22 12.12 Actions
23 12.13 Conclusion
24
25 12.01 Time of meeting
26 -----
27 The meeting was scheduled at start at 10:00.
28
29 12.02 Attendance
30 -----
31 01 CERN Alistair Mills (CERN - secretary), Ian Bird, Nick Thackray
32 02 Central Aleksander Kuznir (CYRFRONET)
33 03 France Rolf Rumler (IN2P3), Pierre Girard (IN2P3)
34 04 Germany Holger Marten (FZK), Peer Hasselmeier (FZK)
35 05 Italy Cristina Vistoli (INFN - chairperson), Luciano Gaido (INFN)
36 06 UK Dave Kant (RAL), John Walsh (TCD)
37 07 Northern Jules Wolfrat (SARA)
38 08 Southeast Ognjen Prnjat (GRNET)
39 09 Southwest Andreu Pacheco Pages (PIC)
40 10 Russia -
41
42 Apologies
43
44 07 Northern Per Oster (KTH)
45
46 12.03 Quarterly report
47 -----
48 Alistair has drafted a quarterly report for the PO and it is attached to the agenda page. It is intended to use a very similar form for each report, and to keep the amount of information which has to be provided by the ROCs to a very small amount. Section 5 contains four parameters called a, b, x and y. ROCs are asked to provide reasonable estimates of these numbers. In the case of the people numbers (x and y) these should be available from the PO derived from the timesheets. For the first quarterly report the PO may not be able to provide these. If ROCs can provide a reasonable approximation this will be useful.
49
50 There was discussion that each ROC should provide a list of meetings which they have attended for inclusion in section 6.3. This may provided either in an email to the editor of the quarterly report, or by putting this information onto a web site where the editor can find it.
51
52 [Later Ian had a look at this and suggested that each ROC have a paragraph of the report where it could enter an information about its own activity. The following sections were added:
53
54 1.5.01 CERN
55 1.5.02 France
56 1.5.03 UK/Ireland
57 1.5.04 Germany/ Switzerland
58 1.5.05 Italy
59 1.5.06 Central Europe
60 1.5.07 Northern
61 1.5.08 South East
62 1.5.09 South West
63 1.5.10 Russia - Ed]
64
65 Each site agreed to provide its content by Friday 25 June at 17:00.
66
67 12.04 Execution plan
68 -----
69 Alistair reported that the execution plan was making good progress and thanked all of the ROCs for sending their material. (The French one is not complete, but Rolf agreed that it would be completed by 23/06/04).
70
71 Alistair asked that people notify them of their vacation plans for the next two months, and he would consolidate them and put them on the agenda page for next week. He said that we would send an e-mail and invite people to make changes to it and return it to him. It should not take more than a couple of minutes to complete.
72
73 Alistair was asked to publish the ROC plans to EDMS so that the others can read them.
74
75 [They are available at the following URL: <https://edms.cern.ch/document/479460>]
76
77 Alistair was asked to provide commentary on each of the plans and to send the commentary to the

77 mailing list by Thursday 22 June 2004.
78
79 There was discussion about how user support is to be handled and it was recognized that there is a deadlock, in that the ROC managers are waiting on the German led task force to report, and the German led task force is waiting on action from the ROC group. Peer agreed that he would write a short plan which would unblock this deadlock. It was agreed that this would either go into the execution plan, or that the execution plan would state that this would be done.

80
81 12.05 AAM-2
82 -----
83 The agenda including the presentation given by Cristina for this meeting is at the following location:
84 <http://agenda.cern.ch/fullAgenda.php?ida=a042415>
85
86 Alistair had put a note about the points which he noted during the meeting on the agenda for the present meeting at
87 <http://agenda.cern.ch/fullAgenda.php?ida=a042290>
88
89 Ian clarified that France (CNRS) operates a catch-all CA which will deal with anyone who cannot get a certificate from a more local source. This information will be in the execution plan.

90
91 Ian said that the liaison person between NA3 and SA1 will be Rhys Newman in Oxford. Alistair agreed to contact John Gordon in UK about this, to then contact Rhys and then inform NA3 (John Murison) and NA1 (Bob Jones).

92
93 Ian said that he would provide clarification about the services being offered by SA1 for use in the quarterly report and in the execution plan. However he said that the complete plan for the services would evolve over time, and not be finalised in the execution plan.

94
95 Ian clarified that ROCs may use EGEE funds to operate a CA.

96
97 There was talk about the PMA CA system, and the involvement of EGEE. Responsibility for this lies with JRA3.

98
99 12.06 Time sheets
100 -----
101 Alistair referred to his notes from the AAM-2 and in particular:
102
103 69 Clarification about the purpose of the timesheets - from Bob!
104
105 - Partners must be auditable by the EU, some will find this easy, others very difficult
106 - The PO knows about 80% of the people working on EGEE. Without the timesheets, it would have been lower
107 - Payment is linked to the timesheets

108
109 How it will work in the future:
110
111 - The workflow of collectors and authorizers will be refined
112 - There will be a clear audit trail of who has authorized what payments
113
114 [Several people have thanked me for expressing my dissatisfaction over this in a constructive manner!]

115
116 Bob also promised that the PO will provide content for section 7 of the quarterly report, using the timesheet information.

117
118 12.07 Operations of the CIC
119 -----
120 An agenda page has been created for this meeting at the following URL:
121
122 <http://agenda.cern.ch/fullAgenda.php?ida=a04273>
123
124 The mailing list project-eu-egEE-cic-managers@cern.ch will be used for discussions.

125
126 Nick reported that the first meeting will be Tuesday 22 June.

127
128 12.08 Round the regions
129 -----
130 France
131 Rolf reported that Clermont is installing additional hardware. He also reported trouble with a shell script. This script is affecting the BioMed VO. Pierre is working on this problem.

132
133 Italy
134 Cristina reported a problem with the RB for BioMed, and people in Italy are having trouble with this. Cristina also reported setting up arrangements for the summer vacation. Cristina also reported running work for Astrophysics.

135
136 Northern
137 Jules (SARA) reported that they were adding resources to the grid in Belgium and that they were having a meeting in Belgium. He reported having trouble with the root certificate of the Belgium CA not being part of the standard distribution of root certificates.

138
139 UK
140 Dave reported that there had been a very considerable upgrade at RAL with the installation of the Tier 1 Centre, with 500 dual Xeon processors and 120TB of disk.

141
142 Dave reported that he was testing the accounting system. He also reported working on a script which would enhance the monitoring of grid status via the GOC. Dave said that he would send a URL for this. Alistair said that he would put Dave in contact with Genevieve in France about the monitoring work of JRA2.

143
144 John Walsh of Ireland reported that Grid Ireland is currently running EDG-2 software and that they are

144 in the process of upgrading to LCG-2 and setting up a transactional system to do this. This was
 145 proving more time consuming than had been expected. They are also adding hardware to the grid and
 146 testing it.

147 Germany
 147 Peer reported that they were adding a resource centre at ITWN in Kaiserslautern. He reported that
 148 they were having difficulty getting LCG-2 to operate correctly.

149 Ian asked about a contact he had had from Berlin. He said he would send e-mail to Peer about this.
 150

151 South West
 152 Andreu reported on a lot of activity in his region. He reported difficulty integration new RCs which
 153 were formerly not in LCG-2 into the infrastructure. He reported on his 3 testbeds for EDG, LCG and
 154 EGEE.

155
 156 Andreu reported difficulty with the execution plan, but that he had submitted the plan for his region.
 157

158 CERN
 157 No new report. See previous meeting.
 158

159 South East
 160 Ognjen reported that he had been busy with the exec plan, but it was now submitted. He reported new
 161 sites joining in Israel (2), Bulgaria(1), Romania(1). He said that the floor requirement that a
 162 resource centre have 10 machines to participate was making things difficult for the small sites in
 163 Bulgaria and Romania. He reported activity on the SEE web site and on their helpdesk.

164
 165 Central
 163 Aleksander of CYFRONET reported on adding Innsbruck and Warsaw to the grid. He reported working on
 164 the web pages for the central region, and doing a seminar about EGEE on 17/6. He is trying to
 165 establish a VO for the largest user community in his region, and group of HPC users. He reported an
 166 interest in training especially for system administrators in September.

167
 168 Russia
 166 No report available.
 167

168 12.09 Work breakdown structure
 169 -----

170 Alistair referred to a spreadsheet which he had put on the agenda page. The PO have asked that a
 171 named contact be associated with each item in the WBS, and that there be two numbers of "Effort funded
 172 in PM" and "Effort Unfunded in PM" for each task. Alistair reported that he had assigned names to
 173 each task, and start and end dates. It was noted that there was an error in the end date for the
 174 operation tasks, and Alistair agreed to send a revised spreadsheet. Alistair asked that each named
 175 person acknowledge their responsibility and provide to two effort numbers. This has to be completed
 176 by Friday 25/06/04.

177
 178 12.10 SA1-SA2 collaboration
 179 -----

180 Jules referred to a paper he had written about this and which was available on the agenda page for the
 181 meeting. He said that he was going to a meeting with SA2 and would appreciate contributions from the
 182 ROCs. People with comments should contact Jules directly.

183
 184 12.11 AOB
 185 -----

186 There was discussion about the following matters:
 187

188 - Planning for deliverables and the first EGEE review
 189 - Next live meeting of the ROC group (ARM-2)
 190 - The state of the SA1 web site

191
 192 Alistair said that the DSA1.3 due in month 9, would have to be ready earlier. Month 9 is December, so
 193 the review of the deliverable would naturally occur in January 2005. However the first review is in
 194 February, so January 2005 will be dominated by preparation for that. Due to the Christmas season, it
 195 would be realistic for DSA1.3 to start its final signoff process in early November, almost two months
 196 early. Dave Kant said that this was probably ok, and he would confirm.

197
 198 Alistair said that due to the activity obligations for deliverables, and the second EGEE conference,
 199 it appeared that a suitable time for ARM-2 would be early November. People were asked to provide
 200 comments on this. The meeting would probably be in Italy and involve an overnight stay.

201
 202 Rolf asked for an interpretation of the terms funded/unfunded by OMC and the
 203 administration of the French federation of EGEE. Rolf has sent a clarification request to JRA2
 204 (Quality).
 205 [This is now in the hands of Anna Cook, NAl, and awaiting an answer - Ed]

206
 207 John Walsh commented on the state of the activity web site. Alistair acknowledged that there was a
 208 considerable amount of work which should be done on the site, and that he was planning to make
 209 improvements in August, but not at present. There was also talk about improving the work flow
 210 management in the activity. Comments from members on these matters will be welcome.

211
 212 12.12 Actions
 213 -----

214 NB The number of the action items is not related to the sections of this minute.
 215

216 12.01 Write the minutes, circulate, integrate comments, add to agenda page Alistair - Done
 217 12.02 Add items to the agenda page for next week Alistair - Done
 218 12.03 Provide copies of the current drafts of the ROC execution plans Alistair - Done
 219 12.04 Provide ROC content for inclusion in quarterly report by 25/6 All - ?
 220 12.05 Provide the French ROC execution plan Rolf - ?
 221 12.06 Send e-mail to ROC list and ask people to notify Alistair of their vacations Alistair - Done
 222 12.07 Send clarification about risk assessment to Aleksander in Poland Alistair - Done
 223 12.08 Review ROC plans received to date and send comments to the mailing list Alistair - Done

206 12.09 Write a paper clarifying user support issues for SA1 progress Peer - In
207 12.10 Contact UK about Rhys Newman and NA3, then contact NA3 and NA1 Alistair - Done
208 12.11 Provide text to clarify SA1 services in the exec plan and quarterly report Ian - Done
209 12.12 Send URL about monitoring information Dave - ?
210 12.13 Send Dave information about the work of JRA2 on monitoring Alistair - Done
211 12.14 Send information about Berlin to Peer Ian - ?
212 12.15 Send out an update for the WBS with the end dates corrected Alistair - Done
213 12.16 Confirm ownership of tasks in the WBS and provide two numbers per task All - ?
214 12.17 Provide comments to Jules about work with SA2 All - ?
215 12.18 Confirm that DSA1.3 can be ready by M07 for review Dave - ?
216 12.19 Provide views on having ARM-2 in early November All - ?
217 12.20 Provide views on how we can improve the web site and work flow All - ?
218 12.21 Ensure that the presence of the global CA is included in the OMC exec plan Alistair - Done
219 12.22 Chase up Anna Cook for a clarification - see 12.11 Rolf - ?
220 12.23 Complete action to clarify procedures for adding RCs for a VO Rolf Rolf - ?
221
222 [The presence of a ? in the status of an action reflects my knowledge of the state of the action - Ed].
223
224 12.13 Conclusion
225 -----
226
227 The meeting concluded at 11:50 CET.
228
229 The next meeting will be at 10:00 on Tuesday 29 June. The agenda is at the following location:
230
231 <http://agenda.cern.ch/fullAgenda.php?ida=a042292>
232