

1 These are my notes, based on the meeting.  
2  
3 NAl PO Fab  
4  
5 01 Send a list of SA1/CERN people to the PO  
6 02 Add internal review of DSA1.1 to agenda for Tuesday  
7 03 Get a SA1/NA3 liaison person appointed  
8 04 The quarterly report is important. Its acceptance will trigger payments against the timesheets.  
The timesheets are also important.  
9 05 The second EGEE conference will be 22-26/11. The EU review will be 9/2/05-11/2/05.  
10 06 Plan for DSA1.3 (UK) to be ready in November to avoid Christmas the review in Jan-Feb  
11 07 Keep quarterly report short  
12  
13 JRA1 Software Frederic  
14  
15 08 Put quarterly report on the agenda for Tuesday 22/06  
16 09 What is the relationship between the RGMA stuff from JRA1 and the system from Rutherford?  
17 10 Look at the diagram in Ian's presentation and its importance to Marc-Elian  
18 11 Need to clarify something on slide 24 of Frederic's presentation with SA1  
19 12 Do a summary of these notes  
20 13 Put short details about activities into my notebook  
21 14 Write a presentation about submitting a timesheet  
22 15 Write the CERN part of the Exec plan  
23 16 See Frederic's slide 35 about integration with JRA1 and SA1  
24 17 Send email to Caroline Crosthwaite and Roger Hadgraft (this is a personal thought and nothing  
for anyone else!)  
25 18 Get laptop working with wireless card  
26 19 Clarify how the migration and co-existence of LCG-2 and EGEE-0 is to work  
27  
28 Break  
29  
30 20 Involve Zdenek in the relationship with JRA1 and SA1  
31 21 Get access to the monitoring web site of Genevieve in France  
32 22 Get an access token for PPT from Severine  
33 23 Note the promise of a ROC exec plan from Rolf for Wednesday!  
34 24 Bob Jones says that we will get quarterly reports based on the timesheets by mid July  
35  
36 JRA3 Security  
37  
38 25 SA1 has to add details about its inter-activity work including me on the gender action plan  
39 26 Add a review of the SA1 web site to the plan and for it to be done in August 2004  
40 27 See John Dyers slide #4 for a check list for the execution plan  
41 28 There will be additional style elements for web sites and publications available soon  
42 29 Do a prototype of the SA1 documentation depository soon  
43  
44 30 There was talk about the naming of web sites eg {www, public, technical, training, industry}.eu-  
egee.org.uk  
45  
46 NA3 Outreach John  
47  
48 31 Terena are asking all Activity leaders to contribute content for public.eu-egee.org.uk  
49 32 See action 3 again, and ensure that we give them timely information about our middleware  
releases  
50 33 Use my diary to get a list of things we have attended for the quarterly report  
51 34 Plan dates for future meetings and put them in the quarterly report eg ARM-2  
52 35 Do some training on agenda maker with Nick  
53 36 Review my timesheet to include the breakdown of time as with Oliver's - discuss at the stand up  
meeting again  
54 37 Put pierre.girard on the roc list and the mailing list etc for France  
55  
56 JRA4 Networking software Javier  
57  
58 38 Clarify the timing and location of ARM-2 and CIC-1 in September  
59 39 Update the scope of DSA1.1 and publish in EDMS, using Marc-Elian's feedback  
60 40 Jules Wolfrat is meeting the JRA4 next week - ask him about this - see point 58  
61 41 Ask ROCs to report on interactions with other activities  
62 42 There is no direct involvement of CERN in JRA4  
63  
64 SA1 Deployment Cristina  
65  
66 43 Use Cristina's PPT as a source of some useful text for documents  
67 44 Are there any parts of any ROCs which do not have a CA and if so what are we going to do?  
68 45 Add lists of countries, partners, sites, RCs etc to the quarterly report  
69 46 Deal with the questions Cristina has raised about resources and other matters  
70 47 Have Nick work with the BioMed Vo to make it happen  
71 48 Slide 11 - We have to state more clearly what platforms we are supporting  
72 49 Slide 12 - Get details of what is in the pre-production service  
73 50 Slide 12 - Follow up with Cal Loomis about the EDG test bed and its relationship to the pre-  
production service  
74 51 Must ensure that the membership of the pre-production service is appropriate  
75 52 Ensure that the mailing list with the list of lists is set up correctly  
76 53 Review the minutes of the ROC managers meeting on 22/06  
77 54 Ensure that all the ROC managers are in agreement about slide 21 and use in quarterly report  
78  
79 SA2 Networking Jean-Paul  
80  
81 55 Review the QA material in the execution plan  
82 56 Get a list of availability of ROC managers over the July-August period  
83 57 See slide 12 and 14 - message there for SA1 about routine publishing of SA1 information  
84 58 Is Jules going to Paris for the JRA4/ SA1/ SA2 meeting? - See point 40  
85

86 NA4 Applications Vincent  
87  
88 59 What is the connection between GGG and SA1?  
89 60 SA1 has to clarify how we deal with new sites, apps, VOs  
90 61 See the hiring status information in Vincent's slides  
91 62 See list on p 217 ? (I am not sure what this means!)  
92 63 Review this notebook for further check-lists  
93  
94 - Cal Loomis -  
95  
96 64 Find out about the PTF environment  
97 65 Talk to Massimo about his plans for apps  
98  
99 JRA2 QA Gabriel  
100  
101 66 Gabriel overstated the SA1 commitment to the monitoring thing which Genevieve has  
102 67 Read the documentation naming conventions  
103 68 Ensure that the SA1 quality plan is linked to the QAG EDMS plan  
104 69 Clarification about the purpose of the timesheets - from Bob!  
105  
106 - Partners must be auditable by the EU, some will find this easy, others very difficult  
107 - The PO knows about 80% of the people working on EGEE. Without the timesheets, it would have  
been lower  
108 - Payment is linked to the timesheets  
109  
110 How it will work in the future:  
111  
112 - The workflow of collectors and authorizers will be refined  
113 - There will be a clear audit trail of who has authorized what payments  
114  
115 [Several people have thanked me for expressing my dissatisfaction over this in a constructive  
manner!]  
116  
117 And last but not least, Bob  
118  
119 70 Do the quarterly report on time, keep it short and focussed - then you will get paid  
120 71 Ensure that the relationship of SA1 and JRA1 is clarified  
121 72 Ensure that the relationship of SA1 and NA3 is clarified  
122 73 AAM-3 will be in September and will review deliverables for Q3 [Bob said 7/9 but this is not the  
case - Ed]  
123 74 SA1 has a responsibility to NA3 to ensure that the course content is relevant and up to date esp  
sys admin  
124  
125  
126 The meeting closed at 17:55  
127  
128  
129  
130