

Core Infrastructure Centres (CIC) Managers' Meeting Minutes, 9/02/2005

Agenda

The agenda is at the following address: <http://agenda.cern.ch/fullAgenda.php?ida=a045628>

Time of meeting: 11:00 CET 9th February 2005

Attendance

Present

CERN: Nicholas Thackray (Chairperson)
French CIC: Rolf Rumler, H el ene Cordier
Italian CIC: Cristina Vistoli, Luciano Gaido
UK CIC: Philipa Strange, John Gordon

Apologies

None

CICs absent

Russian CIC

Topics Discussed

1. Review of action items from last minutes.
2. Operational hours of CIC-on-duty.
3. Update on pre-production service.
4. Under AOB –
 - a. Discussion on CIC mandate to supply minimum level of core services.
See: A.32

Actions, Decisions, Information items

1 Actions

	<i>Description of Action</i>	<i>Owner</i>	<i>By when</i>
A.12	Need to clarify exact nature of 24x7 coverage by reference to the Technical Annex. Update 1/12/04: In progress. Update 16/12/04: In progress. Update 9/02/05: Closed as this is part of a wider discussion.	Nick Thackray/ Cristina Vistoli	As soon as possible
A.13	Alexander Kryukov to send URL of Russian CIC web site to Hélène Cordier. Update 1/12/04: In progress Update 16/12/04: In progress. Nick Thackray has sent an email to Alexander requesting the URL. Update 9/02/2005: Done	Alexander Kryukov	29/10/04
A.15	A simple procedure needs to be defined to add and remove people as members of the CIC on-duty team. Update 16/12/04: In progress. Update 9/02/2005: Done	Hélène Cordier	20/01/05
A.21	The "Current Operational Procedures" document should explain where to find the CIC on-duty log instructions mentioned in action point A.20 Update 16/12/04: Nick Thackray will check with Markus/Piotr. Update 9/02/2005: Done	Markus Schulz	26/11/04
A.23	Version 5 The latest version of the document "Current Operational Procedures" is to be sent out to the ROC managers. Update 1/12/04: This will be done when the document is not changing so frequently. Update 9/02/2005: Done	Markus Schulz	7/01/05
A.26	Details of the changes made from v5 to v6 of the Current Operational Procedures to be sent out. Update 9/02/2005: It is not possible to do this easily. From now on Piotr will include a section in each new release of the document where the details of the changes will be listed.	Nick Thackray	7/01/05
A.27	Cristina Vistoli to suggest to the ROC managers that they move their meeting schedule for 2005 back by 1 week (to coincide better with the CIC managers' meetings). Update 9/02/2005: The ROC managers' meeting will not be moved.	Cristina Vistoli	24/12/04
A.28	Nick Thackray to change the scheduled dates of the CIC managers' meetings for 2005. Update 9/02/2005: Done	Nick Thackray	5/01/05
A.29	Nick Thackray to discuss the role of the pre-production service with Ian Bird, particularly in relation to the middleware certification process. A proposed definition for role and objectives of the pre-production service will then be published to the CIC managers for comment.	Nick Thackray	7/01/05
A.30	Hélène Cordier to tell Luciano Gaido which day the Italian GridICE people will need to attend the CIC on-duty meeting in Lyon (20th-21st Jan). Update 9/02/2005: Done	Hélène Cordier	7/01/05
A.31	The Russian ROC or CIC to supply a valid contact email address to the CIC on-duty. Update 9/02/2005: Done	Alexander Kryukov	24/12/04
A.32	It has become clear that the process by which the CICs provide a minimum level of central services needs to be formalised. Nick Thackray will ascertain what the exact requirements are and will then draft a proposal for how the CICs will meet these requirements. The proposal will be published to the CIC managers for comment. Update 9/02/2005: In progress	Nick Thackray	14/01/05

2 Decisions

	<i>Description of decision</i>	<i>Made by</i>	<i>When</i>
D.12	If a CIC is not able to provide CIC-on-duty cover for a week to which it has been assigned, then the CIC manager will arrange for another CIC to take on the responsibility for supplying the CIC-on-duty cover. When this happens the CIC manager must inform Nick Thackray.	All present	18/11/04
D.13	1st CIC Managers' conference call for 2005 is set for 5th January. Conference calls are more or less every 2 weeks from then on. Due to Italy not returning from the Christmas break until the week starting 10th January, it was agreed to move the conference calls back by 1 week. Therefore the first conference call of 2005 will be in the week starting Monday 10th January, the second conference call will be 2 weeks later, etc.	All present	16/12/04
D.14	It was agreed that it is preferable, but not essential, to have the CIC managers' meetings 1-2 days after the ROC managers' meetings.	All present	16/12/04
D.15	The name of each LCG-2 site appears in several configuration files, documents, etc. but there is not always consistency between these names. This is leading to problems for the CIC-on-duty team. It was decided that the CIC-on-duty team should discuss this issue at their upcoming meeting in Lyon and then propose 1 or 2 solutions to the CIC Managers. The CIC managers will then ensure that a solution to the issue is accepted by all relevant parties, by 16/02/05.	All present	16/12/04

3 Information

	<i>Description of Information</i>	<i>Provided by</i>
I.7	GGUS → INFN is now in operation. A demo of these interfaces was given during the EGEE conference.	Italian CIC
I.8	Hélène Cordier gave a report from the NA4/SA1 meeting of 9th December. There were no questions arising from the report.	French CIC (Hélène Cordier)
I.9	The next CIC-on-duty meeting will be in Lyon on 20th-21st January. Details will be sent out by Hélène Cordier.	French CIC (Hélène Cordier)
I.10	The contact email address supplied by the Russian ROC to the CIC-on-duty is not useable as it is a restricted mailing list and any emails sent to it by the CIC-on-duty are rejected.	French CIC (Hélène Cordier)
I.11	Hélène Cordier reported that the RB for the EGEODE VO will be down for some time due to maintenance. Hélène asked if any of the CICs would be able to provide this VO with a resource broker for a limited time.	French CIC (Hélène Cordier)

Details of the next meeting

23rd February 2005, 11:00 CET.

CERN telephone conference (*Call +41 22 767 70 00, and ask for the CIC conference, chaired by Nick Thackray*).