

Service Coordination Board (SCB) Meeting Summary

Date: 19 February 2014

Members in attendance:

	Member	In Attendance
AES	John Maclean	√
	Geoff Pile	√
ASD	Ju Wang	√
	Ali Nassiri	√
XSD	Mark Beno	√
	Chris Jacobsen	√
	Jonathan Lang	
Upgrade Project	Tom Fornek	√
	Mohan Ramanathan	√

Also in attendance: R. Torres, S. Davey, Bill Berg, and Steve Leatherman

Agenda

Review of 15 January 2014 meeting minutes

Review of Open Action Items

Review of projects status summary

New Business

Next Meeting

28 February 2014

Agenda:

1. In the context of the request for additional effort requested for Project 1833 (relocation of diagnostics from sector 35 to sector 31): a) review of ASD project priorities and schedules and b) Pile/AES to respond with a replan.
2. Steve Leatherman to present and overview of IS services.

Meeting Records

The meeting minutes from 15 January 2014 were corrected & approved ([APS_1442853](#)).

This report can be accessed through the following link: [APS_1443621](#)

New Action Items

1. Terry Smith to re-baseline projects 1373 and 1374 (Linac transverse deflecting cavity and new electron gun) (Torres)
2. a) Request Ivanyushenko to confirm project 1156 (SCU test cryostat and magnet measurement) can be closed (Torres)
b) Change status to closed (Davey)
3. Notify Goepfner that overtime can be charged for Sector 27 tech time (Pile)
4. Bill Berg to provide a copy of his presentation. (Berg)
5. In the context of the request for additional effort requested for Project 1833 (relocation of diagnostics from sector 35 to sector 31):
 - a) Review and update ASD project priorities and schedules (Nassiri);
 - b) Work with Den Hartog to respond with a re-plan (Pile); and
 - c) Call SCB meeting for 26 February (Maclean)
6. Approve project 1097 (high-throughput for 11-ID-B), close project 1793 (LCLS undulator development). (Davey)
7. With Leatherman develop project plan/resource request for project 1813 (Solaris to Linux) (Maclean)
8. Send out draft end-of-project close-out form (Maclean)

Meeting Summary

The Minutes from 15 January 2014 SCB meeting were approved with corrections (action item 8, project number corrected from 1893 to 1673).

Torres distributed:

- Meeting Agenda
- Draft minutes from the 15 January meeting
- Comments from Project Report Summary – Jan. 2014
- APS Project Report Summary – Jan. 2014
- APS Project Resource Summary – Jan. 2014

Status of Open Action Items

1. Obtain updates on projects 1373 and 1374 from T. Smith [A. Nassiri]. / Closed / New action item: Torres to work with Terry Smith to re-baseline projects 1373 and 1374 (Linac transverse deflecting cavity and new electron gun).
2. Obtain update on project 1293 (conversion of A:H4 correctors to skew quadrupoles) from L. Emery [J. Wang]. / Closed / Completed

3. Update project 1193 (IEX installation) project plan [M. Ramanathan]. / **Open** / Ramanathan to update this week.
4. Review active (draft and submitted), unapproved ASD project proposals and identify proposals that it is expected won't be allocated resources so requestors can be updated [A. Nassiri]. / **Open**
5. Identify ASD projects that will require design reviews (listed already submitted to Torres?) [A. Nassir & R. Torres]. / Closed / Completed
6. Review if project 1097 (high-throughput for 11-ID-B) should be approved [J. Lang & M. Beno]. / Closed / Approve
7. Approve project 508 (11-BM sample changing robot hand) [Davey]. / Closed / Approved
8. Update the status of project 1673 (capacitor bank on 6-ID-B), including design review requirements [J. Lang & M. Beno] / Closed / Safety reviews handled by others.
9. Update if project 1793 should be updated or closed [G. Pile]. / Closed / Close
10. Obtain project plan/ resource request for project 1813 [J. Maclean]. / Closed / New action item with Leatherman develop project plan/resource request for project 1813 (Solaris to Linux) (Maclean)
11. Review APS service web pages for opportunities to make layouts more intuitive [J. Maclean]. / **Open**
12. Initiate the development of an end-of-project close out process (e.g., estimates v. actuals; service satisfaction survey; etc.) [J. Maclean]. / Closed / New action item: send out draft end-of-project close-out form (Maclean)
13. Work with IT to get a programmer to modify the project proposal system. Notify divisions once this is complete. [Davey] / Closed / Added *internal division projects* to project proposal tool.
14. Discuss the IEX project ticket vs scope of project with P. Den Hartog [J. Maclean] Closed
15. Obtain updates on projects 1373 and 1374 from T. Smith [J. Wang] – expected after the first of the year / Closed / (See item 1 in list)

16. Send email regarding project updates for ASD projects that will not be approved [Davey] /
Open

Review of Project Status Summary

APS Project Report Summary (APS_1442081) - Jan. 2014

https://icmsdocs.aps.anl.gov/docs/idcplg?IdcService=DISPLAY_URL&dDocName=APS_1442081

APS Project Resource Summary (APS_1432632) - January 2014

https://icmsdocs.aps.anl.gov/docs/idcplg?IdcService=DISPLAY_URL&dDocName=APS_1432632

APS Project Report Summary Comments - Jan 2014 Update

Native File:

https://icmsdocs.aps.anl.gov/docs/idcplg?IdcService=GET_FILE&dID=371094&dDocName=APS_1440691&allowInterrupt=1

Discussion

- The schedule requirements for the installation of the SR scrapper were discussed (project 1713).
- Re. designer for 1-ID-E (Project 482), designer assigned. Pile: non-issue, Donley back. Fornek: Upgrade still not using full allotment of 9 engineer FTEs. Pile: it is a top priority for the 9 FTEs for the Upgrade.
- Close out mirror support? Close out project (e.g., project 1094) when the requestor confirms that the project has been completed.
- Re. SCU, project 1153 and 1156 may be merged and may become a LDRD proposal. Close project 1156 and Pile to re-plan. Ivanyushenko to confirm that it is ok to close.
- Re. IEX installation (project 1193), Ramanathan: little work remaining, overtime for MOM techs would be helpful. OT ok per pile for sector 27.
- Torres has a list of completed projects: https://icmsdocs.aps.anl.gov/docs/idcplg?IdcService=GET_FILE&dID=371099&dDocName=APS_1443620&allowInterrupt=1

New Business

Bill Berg presented a high level description of the work planned for moving the diagnostics that were in sector 35 to sector 31. Berg's presentation: [APS 1443692](#). Berg highlighted:

- The transfer is phased
- Review planned for March
- Need to start tomorrow (20 February 2014)
- Not just a simple swap, need plans, drawings, and spares
- Sept. 2014 tight schedule; Dec. 2014 short shutdown; May 2015 backup
- Unique vacuum chamber for sector 35

- Re-baselined project has significantly increased effort requirements (from 1364 hours to 3510 hours), MED effort request problematic
- Pile: ASD to evaluate project priorities: electron gun, Linac accelerating structure, sector 27 scrapper upgrade, etc.
- Original estimates were based on identified trained/experienced support, conflict with Upgrade scheduling of personnel resulted in increases in effort requests to allow for un-trained/inexperienced substitutions. Fornek: experienced designers need to prepare for upcoming reviews.
- Pile: priorities for Sept shutdown are really ASD's
- Nassiri: Scrapper is higher priority than electron gun.
- In the context of the request for additional effort requested for Project 1833 (relocation of diagnostics from sector 35 to sector 31):
 - a) Review and update ASD project priorities and schedules (Nassiri);
 - b) Work with Den Hartog to respond with a re-plan (Pile); and
 - c) Call SCB meeting for 26 February (Maclean)

Next Meeting: February 26, 2014, 401/B4100, 11:15

[After the meeting John Maclean provide a draft project closeout report form: [APS 1443691](#)]