

Service Coordination Board (SCB) Meeting Summary

Date: 20 May 2015

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: Steve Davey, Nancy Grossman, and Rose Torres

This report can be accessed through the following link: [APS_1685604](#)

Agenda

- I) Review of Meeting Minutes
- II) Review of Open Action Items
- III) Status of Projects
- IV) Other/New Business

Next Meeting

17 June 2015

New Action Items

1. Action item (Torres): add design review status to summary table.
2. Action item (Torres and Davey): Close XSD Project P-1454, DOE Early Career Award, Vacuum System with Motion System (P-1454, [APS 1437980](#))

3. Action item (Maclean): Invite Grimmer to review estimating experience for SCU-1 (P-2253, [APS 1445357](#)).
4. Action item (Davey): Summarize close-out report comments.

Meeting Summary

Torres distributed:

- 1) Meeting Agenda
- 2) Draft minutes form the 20 May 2015 meeting (APS_xxx)
- 3) APS Project Report Summary - May 2015 ([APS 1442081](#), rev. 20)
- 4) APS Project Resource Summary- May 2015 ([APS 1432632](#), rev.50)
- 5) APS Project Report Summary Comment - May 2015 ([APS 1440691](#), rev 24)

I) Review of Meeting Minutes –26 March 2015 meeting summary. Minutes accepted without corrections or amendments.

II) Review of Open Action Items

1. Action item (Grossman): Add a “closed” status to the project proposal system.
Open – to be included in next release
2. Action item: (Davey) Have WBS number/accounts be set-up for the U1.8 Undualtor Modification and Installation project (P-2773, [APS 1681099](#)).
Closed - done
3. Action item: (Davey) Send email to ASD and XSD requesters/project managers reporting on proposals that have been kept active and those that have been removed from active consideration by the SCB.
Closed –done
4. Action item: (Nassiri) Talk to Zholents about close out of Installation of a 5mm chamber modification for sector 4 (P-2433, [APS 1445357](#))
Closed – Done, modeling v. measured impedance to be re-verified with new measurement.

5. Action item: (Torres) Check with Bingxin regarding closeout status of the X-ray BPM Enhancement project, AIP WP 01202 (P-1154, [APS 1433087](#))
Closed - done, closeout provided.

III) Status of Projects

Torres highlighted comments received regarding the status of projects (APS Project Report Summary Comment - May 2015 ([APS 1440691](#), rev 24)).

Re. ASD Linac Structures project (P-2233, [APS 1445304](#)): design review next week.
Action item (Torres) add design review status to summary table

Re. XSD Project P-2633, NSLS BNL TXM Installation in 8-BM: there should be rigging and Tecknit charges, should be in detailed charges.

Re. AES Project, Process Cooling Water Flowmeter Upgrade (P-426, [APS 1433093](#)): Project on hold but keep open. Pile no budget now but when funds are available Swetin will move forward with it.

Re. XSD Project DOE Early Career Award, Vacuum System with Motion System project (P-1454, [APS 1437980](#)): close the project.
Action item (Torres and Davey): Close XSD Project P-1454, DOE Early Career Award, Vacuum System with Motion System (P-1454, [APS 1437980](#))

Re. PSC Project P-2055, APS Integrated Management System: no plan and no update

Re. XSD Project P-2393 Overhead Rail System for 1-ID: Land to talk with Almer and "declare it good enough. Pile: the ticket system is available for some additional scope of work.

Re. XSD Project GISAXS Sample Changer project (P-1753, [APS 1440655](#)): Project completed, any additional tasks will be handled with the small job ticket system. Pile: that's the way to do it.

IV) Other/New Business

1. Transition/hand-off to operations

Pile brought a concern to the Board that *completing* a project should consider the hand-off to operations. The ensuing discussion expanded to include that effort estimates continue to inaccurate.

Discussion:

Pile: The case in point is SCU-1. Installation is complete - there were prep and re-work changes in scope –but the transition to operations has not been addressed. There was not a hand-off of procedures for operators. Who is responsible for maintenance? Traditionally AES would be responsible. If AES is responsible for operating, should AES request that ASD provide information?

Nassiri: Still need to test with beam.

Pile: Is there a plan? The project is closed.

Nassiri: No, commissioning not complete.

Pile: Should the SCB be the catch point to ensure smooth hand-off. We should have a check point.

Maclean: We don't know how much longer the SCB will continue in the current form.

Lang: What is currently done when a new ID is put in the ring?

Pile: There are SOPs

Lang: What's the difference here?

Pile: There were interface documents. Without SOPs we will have to call the Magnetic Devices Group. For new equipment, problematic if you don't know who is responsible or if there are no SOPs.

Beno: Time to happen, SCU-0 has been in for a year.

Nassiri: SCU1 is ready for commissioning.

Pile: Tomorrow beam will go through it. The installation was an absolute success.

Maclean: This is a high priority project but the resource estimates were very wrong. How can we avoid bad estimates?

Lang & Beno: Bring estimators to the SCB.

Grossman: In close-out report?

Maclean: yes.

Lang: Should explain why estimates out of whack.

Pile: Grimmer did a good job – it was a shame needed to be done twice. The actual resources used were much greater than the estimates. Were they done early? With experience estimates should have been good.

Lang: Not all projects need detailing.

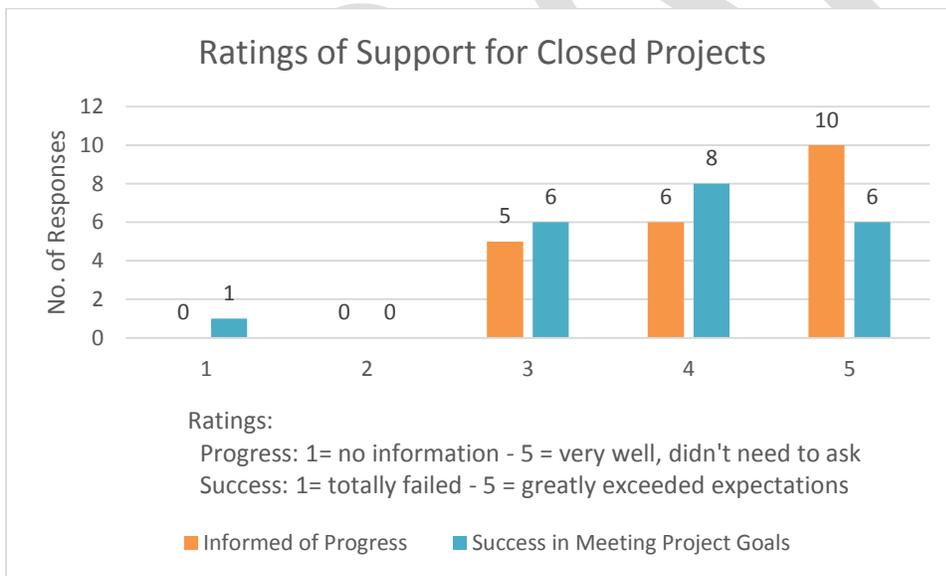
Nassiri: Some of the original estimates were from Yuri.

Pile: Grimmer estimated the installation work.

Action item (Maclean): Invite Grimmer to review estimating experience for SCU-1 (P-2253, [APS 1445357](#)).

2. Close-out Report Summaries

Davey summarized the ratings from the project close-out reports. In general, project managers/requestors felt that the projects met or exceeded their expectations and that they were kept informed about the progress of the project.



There is one outlier negatively rated point, Farnsworth's evaluation of his own project that encounter technical issues.

Action item (Davey): Summarize close-out report comments.

3. AIMS

Maclean inquired what's new for AIMS?

Grossman: Let Grossman know of system corrections/updates for the next iteration of clean-up.

Next Meeting: 17 June 2015, 401/B4100, 11:15

DRAFT