

# Service Coordination Board (SCB) Meeting Summary

Date: 01 May 2013

Members in attendance:

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

Secretary: D. Ferguson

Also in attendance: S. Davey, R. Torres, C. Eyberger

## Agenda

Review of Minutes March 6 meeting  
 Review of Minutes April 17 meeting  
 Project Report Summary Discussion  
 Project Reconciliation Discrepancies  
 New Business

## Meeting Summary

The meeting minutes from 06 March 2013 was approved with no changes. Open action items from 06 March 2013 were not discussed. The meeting minutes from 17 April 2013 were approved with minor changes. New business discussed included the drawing release process, hiring updates, LDRD proposal planning and Upgrade Project Engineering needs. R. Torres provided an update on the APS Project Report Summary. This report can be accessed through the following links

Permanent URL to the newest [https://icmsdocs.aps.anl.gov/docs/idcplg?IdcService=DISPLAY\\_URL&dDocName=APS\\_1432632](https://icmsdocs.aps.anl.gov/docs/idcplg?IdcService=DISPLAY_URL&dDocName=APS_1432632) released revision: [432632](#)

Web Location: [https://icmsdocs.aps.anl.gov/docs/groups/aps/@apsshare/@computersystems/documents/list/aps\\_1432632.pdf](https://icmsdocs.aps.anl.gov/docs/groups/aps/@apsshare/@computersystems/documents/list/aps_1432632.pdf)

Native File: [Project Report Summary - Jan 2013 \(APS\\_1432632\).xlsx](#)

**New Action Items**

1. Send email to Y. Ivanyushenkov and B. Rusthoven regarding correct effort numbers [Pile] – Closed
2. Request updated information from E. Gluskin and P. Den Hartog [Torres] – Closed

**Open Action Items**

1. Action Item: Request J. Haljiti to provide detail on XSD provisionally approved project 1097 [Davey delegated to Torres] – Changed
2. Send ASD Project list to Borland for review [Davey] – Open
3. Send email regarding project updates for ASD projects that will not be completed [Davey] – Open
4. Discuss Green Sheet effort with D. Lichty [Borland] – Closed
5. Process review for ticketing vs. project definitions [SCB members] – Closed
6. AES to examine Safety Interlocks (SI) workload and communicate to XSD and ASD the ability to complete identified items [Pile] – Open
7. Provide list of SI items needed to G. Pile [Beno, Fornek & Lang] – Open

**Agenda Topic Review of Minutes from 06 March 2013 SCB meeting**

Minor corrections to the minutes were suggested. These corrections have been incorporated into the final meeting minutes posted on the web.

**Agenda Topic Review of Minutes from 17 April 2013 SCB meeting**

Minor corrections to the minutes were suggested. These corrections have been incorporated into the final meeting minutes posted on the web.

**Agenda Topic Review Project Report Summary Discussion**

R. Torres provided an update on the APS Project Report Summary.

Project Number	Discussion
1156	No effort from Design & Drafting, mistake per B. Rusthoven; from submitted to approved - not available from green sheet system
1153	Replan may be necessary. Question about hours.
1454	C. Preissner still working on revising plan. Mentioned drafting hours. Discrepancy with work still needing to be completed.
484	Complete
431	Moved from Provisionally Approved to Approved
543	Discussion as to who should be performing ray trace reviews, etc.
547	Discussion as to who should be performing ray trace reviews, etc.

1097 Update to plan needed, scope of work and Design Drafting hours discussed

**Agenda Topic Reconciliation Discrepancies**

This topic was not discussed.

**New Business**

Drawing Release Process

G. Pile provided a brief update on the Drawing Release Process. The AES, PDMLink Committee is investigating. It was posed and agreed upon that members from the Committee present their findings at a future SCB meeting.

Hiring Update

G. Pile provided an update on the hiring status. A recent meeting requested a priority ranking for new hires, excluding hires exclusively for the Upgrade project. All projected hires for AES are to be considered high priority.

LDRD Process Discussed

The planning process for LDRD projects was discussed. It was determined that the only additional change to the current process is that an approved LDRD proposal should be modified to the current Project Proposal format for inclusion in planning.

Upgrade Project

T. Fornek alerted the SCB that the Engineering needs for the Upgrade Project for FY14 are projected to be in excess of the current estimated hours. It was discussed that there is no additional work capacity during shutdown periods. Additional resources may be needed.

**Next Meeting: May 29, 2013, 401/B4100, 11:15**