

Service Coordination Board (SCB) Meeting Summary

Date: 26 June 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: R. Torres, C. Eyberger

Agenda

- Review of May 29, 2013 minutes
- Review of Open Action Items
- Project Report Summary Discussion
- New Business

Meeting Summary

The meeting minutes from 29 May 2013 were approved with minor changes. Open action items were discussed. See below for details. New business discussed included smaller, ticketed projects and hiring updates. 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 released revision: [432632](#)

Web Location: 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. Update SCB on small projects with presentation [Pile] – Closed
2. Clarification on S. Lee involvement for Project 1154 [Torres] - Closed

Open Action Items

1. Follow up on Project 1454 hours discrepancy with C. Preissner and P. Den Hartog [Pile]-Closed
2. Confirm effort with B. Rusthoven for project 1153 [Pile] – Open
3. Send email to SCB and DD attendees when monthly report is posted [Torres] -Closed
4. Send ASD Project list to Borland for review [Torres] – Closed
5. Send email regarding project updates for ASD projects that will not be approved [Davey] – Open
6. Provide list of the status of XSD Beamline Equipment Protection Systems (BLEPS) items needed to G. Pile [Beno, Jacobsen & Lang] – Open
7. AES to examine forming a small team to perform standardization of Beamline Equipment Protection Systems (BLEPS) and communicate to XSD and ASD the ability to complete identified items [Pile] – Open

Agenda Topic Review of Minutes from May 29, 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 Open Action Items

There was discussion regarding the impact of the budget upon projects, hiring, and operations. Many projects in XSD are on hold until FY14. It was determined that the SCU0 and SCU1 projects have a higher priority than the T cavity project. The Operations Division is continuing to maximize effort assignments. Incorrect effort charges to the Early Career Award cost code have been corrected.

Agenda Topic Review Project Report Summary Discussion

Project updates are needed from G. Markovich (AES-1176, XSD-546), M. Erdmann (XSD-481, XSD 484, PSC-1453) and E. Benda (XSD-482). R. Torres provided an update on the APS Project Report Summary with comments.

Project Number	Discussion
547	On hold due to budget. CS manufactured components and one unit is assembled and complete.
543	On hold due to budget.
546	On hold due to budget.
1095	On hold due to budget. Drawings almost released.
1097	On hold due to budget. Completed preliminary design – two options. Will put together a plan after option is decided.

1154	Project is getting started. Clarification is needed for S. Lee involvement.
1313	Project completed
456	No progress due to shutdown activities
1213	No progress due to shutdown activities
1152	Design effort update from B. Rusthoven. DD effort concentrated on bringing drawings to an AS-Built revision point for the construction of the SCU1 module.
1454	Updated project plan received. Increases are mainly MED Tech and Engineering effort.

New Business

Hiring Update

G. Pile provided an update on the hiring status. Previously there were 8 offers on hold pending budget resolution. Four offers have been extended with 2 offers accepted. An additional offer was extended for a Software Engineer. This offer was subsequently declined.

Small Projects Update

With many projects on hold pending budget resolution, many personnel will be working on smaller, "ticket" items. G. Pile to present on the status of ticketed items at the next SCB meeting.

Next Meeting: July 24, 2013, 401/B4100, 11:15