

Minutes from the January 21, 2004 MSFC PMC
Prepared by VS10/Rich Gladwin

DE01/Alex Roth chaired the meeting. Mr. Gladwin reviewed the agenda. The agenda included: (1) Status of Open Action Items, (2) MSFC Program/Project Health Status, (3) Update to the PMC project list (4) Chandra X-Ray Observatory (CXO) Independent Implementation review

Mr. Gladwin reviewed the open action items. In reference to the PMC action associated with Project Manager/Lead System Engineer/Business Manager training and certification, FD/Tony Lavoie asked if the three year period to accomplish certification had started. After the meeting, VS/Steve Newton responded that the three year clock had not yet started. Mr. Newton indicated that a formal memo would be issued in the coming weeks to initiate the PM certification. TD/Alberto Duarte asked if there would be statute of limitations on classes taken years ago. Again Mr. Newton was consulted after the PMC. Mr. Newton replied that in general the older classes would still be valid for the certification process. The Project Management Board (PMB) would make the final determinations on a case-by-case basis concerning any course substitution requests. Mr. Roth reminded actionees of overdue actions to be present at future PMC's to explain why their action was late. Action 1 from the 10/27/03 PMC and Action 2 from the 12/19/03 PMC were closed. MP/Carol Jacobs explained that the action to determine workforce required for a Channel Wall Nozzle (CWN) SEB was overdue because of on-going discussions with the Procurement Office to determine if a full SEB will be required for CWN. Ms. Jacobs was asked to provide a new due date for this action to the PMC secretary.

Mr. Gladwin presented the summary of program and project health status. Five projects had reported Red for December 2003 performance including ET Friction Stir Welding, SSME Advanced Health Management System, ECLSS, In-Space Propulsion and Gravity Probe B. PS/Steve Beale question why the DART cost status was being reported as yellow, because known cost over-runs on this project seemed to warrant a Red cost status. An action was assigned to the DART project to present an explanation of its health status at the next MSFC PMC. Questions were also raised regarding the technical health status of the EUSO project. An action was assigned to explain EUSO problems associated with the EUSO optic design not meeting throughput requirements and the inability to manufacture the micrograin structure.

ACTION 1:

Assigned to: UP01/Jim Snoddy

Action: Present an explanation of the DART project's health status in the cost area. Specifically address cost overruns recently encountered.

Due Date: February 18, 2004

ACTION 2:

Assigned to: SD21/Larry Hill

Action: Present an explanation of the EUSO project's health status in the technical area. Specifically address the optic design not meeting throughput requirements and the inability to manufacture the micrograin structure.

Due Date: February 18, 2004

Mr. Gladwin presented an update to the list of MSFC managed Programs, Projects and Activities. Several projects were removed from the list because of project termination. Three Science Directorate projects were upgraded from being on-hold to being active projects. Project manager names were also updated. The PPA list was approved as presented. The list is available on the PMC webpage.

VS10/Bob McKemie presented the CXO Independent Implementation Review (IIR) findings. The objectives of the IIR were to assess technical, cost, and schedule accomplishments against the approved baseline, assess risks and risk mitigation plans and identify any deficiencies that threaten pre-defined thresholds or mission success. Three Observations were identified by the IIR Team, which the Program accepted and agreed to address. The IIR team concluded that the CXO Program continues to function at a high performance level, meeting or exceeding all commitments. No major threats to CXO Program success were identified. Known risks are being addressed and managed appropriately. The IIR team fully expects successful completion of the extended mission phase.

The actions were summarized and the meeting was concluded.

Attendance for MSFC PMC – January 21, 2004

<u>Council Members</u>	<u>Organization</u>
Axel Roth	DE01
Sheila Cloud	DD01
Gerry Flanagan	VS10
Sue Foster	RS01
Paul McConnaughey (for Bill Kilpatrick)	ED01
Tony Lavoie	FD01
Ann Whitaker	SD01
Alberto Duarte (for Chris Singer)	TD01
Dave Spacek (for Jan Davis)	QS01
Jim Carter	AD01
Steve Beale	PS01
James McGroary	LS01
Susan Cloud (for Tereasa Washington)	CD01
Jim Ellis	AD30
Danny Johnson	ED40
<u>Others in Attendance</u>	<u>Organization</u>
Rich Gladwin (PMC Secretary)	VS10
Carol Jacobs	MP21
Tom Stinson	SD01
Keith Hefner	FD03
Bob McAnnally	
Julie Sanchez	FD01
Robert McKemie	VS10
Marc Osborne	FD03
Kenneth Poole	RS40
John Glenn	FD11