

Minutes from the June 16, 2004 MSFC PMC
Prepared by QD02/Rich Gladwin

DD01/Rex Geveden chaired the first half of the meeting. ED01/Bill Kilpatrick chaired the Jupiter Icy Moons Orbiter (JIMO) Government task Agreement (GTA) briefing. Mr. Gladwin reviewed the agenda. The agenda included: (1) Status of Open Action Items, (2) MSFC Program/Project Health Status, (4) JIMO GTA .

Action 1 from the 08-23-03 MSFC PMC was modified to include completion dates for the rollout of the project manager, lead systems engineer and program control personnel certification process. Action 3 from the 02/19/03 PMC to update the ECLSS project plan was closed. X-37 project is to provide a completion date for updating its project plan if the work remaining within MSFC control will constitute a project.

Mr. Gladwin presented the health status trends for MSFC projects. The trend chart continues to indicate a higher percentage of yellow projects than green projects during May 2004. Six projects reported Red during May 2004. The Red projects included: AHMS Phase I, X-37, DART, POIF, HOSC, and MSRR-1. Mr. Geveden asked that Alberto Duarte assist the DART project in obtaining approval of the DART project plan. Mr. Geveden indicated that projects reporting red should provide an explanation of the Red condition to the PMC at the first opportunity and also if there are any significant changes.

Mike Fazah presented the JIMO GTA presentation. The purpose of the presentation was to review the GTA response to industry requests for MSFC support to their JIMO RFP offering and to obtain Center concurrence for JIMO GTA's on Letter's of Commitment (LOC) to industry. Seven MSFC GTA's are being proposed. QD02/Gerry Flanagan observed that MPG 7100.1, Proposal Development Process was not used in developing the JIMO GTA's. Mr. Flanagan recommended that the JIMO team revisit the MPG and determine compliance. Specifically, decisions were made in the MSFC Executive Forum that should have been briefed to the MSFC PMC. Mr. Flanagan recommended that the Center consistently apply the proposal development process so that the MSFC PMC is aware of new work opportunities being pursued at the Center. The Council recommended that the JIMO GTA presentation be temporarily removed from the PMC website since it contains competition sensitive information. All seven GTA were approved. DA01 will sign a Letter of Commitment for the GTA's.

The meeting was then concluded.

Attendance for MSFC PMC – June 16, 2004

Council Members

Rex Geveden
Axel Roth
Jim Bilbro
Gerry Flanagan
Bill Kilpatrick
Ann Whitaker
Alberto Duarte (for Chris Singer)
Al Clark (for Jan Davis)
Jim Carter
Tereasa Washington
Danny Johnston

Organization

DD01
DE01
DA01
VS10
ED01
SD01
TD01
QS01
AD01
CD01
ED40

Others in Attendance

Rich Gladwin (PMC Secretary)
Jim Owen
Walt Melton
Lisa Phelps
Renee Reynolds
Drew Smith
John Brunson

Organization

QD02
TD07
PS01
ED20
DD01
ED20
QD02