

Minutes from February 19, 2003 MSFC PMC
Prepared by VS10/Rich Gladwin

DA01/Art Stephenson chaired the meeting. Rich Gladwin reviewed the agenda. The agenda included: (1) Status of open actions, (2) Review of MSFC health status trends, (3) Updated list of MSFC programs, projects and activities, (4) X-ray Polarimetry (XPE) request for authority to proceed with proposal development, (5) Materials Science Research Rack Facility (MSRR-1) request for commitment of MSFC resources for the implementation phase, (6) Gravity Probe-B (GP-B) program and the Environmental Control and Life Support System (ECLSS) project request for commitment of MSFC resources for a change in approved scope.

VS10/Rich Gladwin presented a status of open actions. All three open actions remained open. Since the due dates from two actions had expired, CD01/Tereasa Washington was asked to provide updated due dates for Action 1 from the 3-28-02 MSFC PMC and Action 1 from the 08-23-02 MSFC PMC.

VS10/Rich Gladwin presented a health status trend chart of MSFC programs and projects. Mr. Gladwin also indicated that the GP-B program and ECLSS project had reported "red" for the month of November 2002 and therefore were scheduled at today's PMC for commitment of MSFC resources for their revised project scope. Eight Science Directorate projects had reported "red" for the month of December. Mr. Gladwin indicated that those projects would be contacted and scheduled for next month's PMC if required. Mr. Gladwin indicated that 24% of MSFC projects are not providing health status to the MSFC PMC secretary. Mr. Gladwin also reviewed the criteria used to evaluate "fully adequate" reports. Projects not reporting were mostly from the Second Generation Reusable Launch Program. Other projects that had not reported had taken corrective action to resolve the situation. Mr. Stevenson assigned an action to ensure that all projects report status within 30 days. Mr. Stevenson emphasized that although a program office may not reside at MSFC, the Center was still accountable for the performance of all MSFC-managed projects within that program.

ACTION 1:

Assigned to: All project managers

Action: Provide program or project health status to the MSFC PMC secretary prior to the next MSFC PMC. Programs or project managers not reporting to the MSFC PMC secretary are to be scheduled for a MSFC PMC presentation to discuss their project health status at the next MSFC PMC.

Due Date: 03/19/03

Mr. Gladwin then presented changes to the MSFC PMC-approved list of programs, projects and activities (PPA). The updated list includes 9 programs, 69 projects and 15 activities. Chris Singer indicated that several items were listed as activities under the Transportation Directorate were not multi-directorate, collaborative efforts and therefore should be removed from the list. Mr. Stevenson agreed that it was not the intent of the MSFC PMC to capture that type of work on the PPA list. An action was assigned make

the necessary corrections and then release the updated list. Mr. Gladwin also indicated that the five new projects listed under the Next Generation Launch Technology (NGLT) Program would be scheduled to present to the MSFC PMC for commitment of resources. Mr. Stephenson agreed that the new NGLT projects should present to the MSFC PMC for commitment of MSFC resources.

ACTION 2:

Assigned to: VS10/Rich Gladwin

Action: Make corrections to the list of MSFC managed programs, projects, and activities (PPA) as indicated by the Transportation Directorate and then release the revised list.

Due Date: 03/19/03

Next, Mr. Gladwin presented a request for the X-Ray Polarimetry Explorer (XPE) to begin proposal development work. Science Directorate will be preparing the proposal. Mr. Kilpatrick indicated that the Engineering Directorate could add value by participating in proposal development activities such as the purple team and red team reviews. Mr. Stevenson cautioned ED not to over-extend itself, but if ED had sufficient manpower to accomplish its primary responsibilities, that proposal teams could draw on ED during proposal development activities. Mr. Stevenson asked if other NASA centers had considered teaming with MSFC versus competing. SD50/Mr. Weisskoff indicated that a decision was made (at other NASA Centers) to compete for the work. Mr. Gladwin indicated that the XPE proposal would present to the MSFC PMC for commitment of resources for the formulation phase, before the proposal is submitted. The MSFC PMC approved the XPE to begin proposal development.

Next SD44/Charles Darby presented a request for commitment of MSFC resources for the MSRR-1 project to complete the implementation phase. FD01/Tony LaVoie questioned the MSRR-1 project's lines of authority and responsibility, which was identified as a concern during an Independent Annual Review (IAR). Mr. Darby explained the project organization charts and where the handoff in responsibilities to the integration and operations manager occurred. Mr. LaVoie asked that the MSRR-1 project plan be updated to clearly define the projects lines of authority. Mr. LaVoie said he would provide comments to the project plan. Mr. Stephenson asked if the project had any budget reserves. Mr. Darby replied that Code U held 20% reserves for MSRR-1, but that the project did not hold any reserves. Mr. Stephenson said it was important for projects to have some reserves in order to efficiently respond to problems encountered. Mr. Stinson said that Code U appeared to be willing to pass reserves down to the projects, but that the issue was still being discussed at NASA HQ. Mr. Stephenson recommended that 50% of project reserves should be allocated to the projects and 50% held at Code U. Mr. Stephenson offered to contact Mary Kicza to discuss the matter. Mr. Axel Roth questioned why MSRR-1 had not accounted for procurement support for the project in its workforce projections. Mr. Darby indicated procurement support is charged to SD40, which provides procurement support for a number of small projects. FD01/Tony LaVoie asked if the projects list of risks had been coordinated with Code U – given that the project did not hold any budget reserves. Mr. Darby indicated that MSRR-1 risks were reported monthly to NASA HQ. Mr. Stephenson recommended that the MSRR-1 project

add a risk to its risk database to capture the concern that the Interface Control Document (ICD) with ISS had not been signed. Mr. Stephenson expressed his concern that a change in ICD requirements would drive costs and delay the schedule for the project. Mr. Darby indicated that this risk would be documented. While addressing concerns raised by the IAR team, Mr. Stephenson asked if the IAR chairman was consulted regarding the need for a red team review of the master controller. Mr. Darby indicated that the IAR chairman had not been contacted.

LESSON LEARNED: Mr. Stephenson recommended that the author of an issue should be consulted prior to briefing the finding for closure. Specifically, the project manager should fully coordinate the closure rationale of any IAR finding with the IAR chairman.

VS01/Mr. Dale Thomas indicated that based on the positive test results, the master controller did not appear to warrant a red team review. The MSFC PMC then committed resources for the MSRR-1 project to compete the implementation phase.

SD01/Rex Geveden then presented a request for commitment of MSFC resources for a change in approved scope for the Gravity Probe-B (GP-B) Program. GP-B had exceeded its planned budget and schedule reserves and was presenting its proposed corrective action plan. The plan requires additional MSFC resources and proposes a launch slip from April 24, 2003 to November 20, 2003. VS10/Gerry Flanagan asked if the required thermal vacuum “penalty testing” would necessitate any additional repeat testing. Mr. Geveden indicated that it shouldn’t. FD01/Tony LaVoie asked why the thermal vacuum testing had to be repeated. Mr. Geveden relied that leaking ground support equipment did not provide an adequate cold soak. Mr. LaVoie asked if the program has utilized its workforce shifting capabilities to reduce schedule slippage. Mr. Geveden replied that most of this capability had been expended. Mr. LaVoie asked if workmanship issues were being addressed across the program, since workmanship was the prime suspect in previous thermal vacuum testing anomalies. Mr. Geveden indicated that the program was working through the implications of the workmanship issue. TD01/Chris Singer asked if the box-level acceptance test procedures had been modified for tests to be accomplished after the penalty testing. Mr. Geveden indicated that some acceptance testing would be abbreviated to limit wear-out and that the PDU would be tested in the same orientation as during the thermal vacuum testing to ensure its orientation did not contribute to the failure. Mr. Geveden said that the preliminary analysis from Lockheed Martin had determined the failure to be a one-time event. The final analysis should be available within one week. Mr. LaVoie asked if replacement parts for the failed DC/DC converters were selected from different lots. Mr. Geveden responded that different lots were used for replacement DC/DC converters. Mr. Thomas asked how much schedule reserve was in the replanned schedule. Mr. Gevedin stated that 70 days of slack are included on the critical path activities. Mr. Stephenson recommended that chart 24 be modified to more strongly state the MSFC position that MSFC does not recommend proceeding without the re-test. Mr. Kilpatrick confirmed that the Engineering Directorate also strongly recommended the retest option. Mr. Geveden agreed to strengthen the wording on the “options” chart to indicate the MSFC position. Mr. Geveden indicated that he was scheduled to brief the Code S Enterprise PMC for approval of the program scope change on February 26th. Mr. Stephenson asked that Mr. Geveden schedule time so that he

could review the EPMC charts before they are presented. Mr. Stephenson asked that the necessary technical personnel also be invited (e.g. Bill Kilpatrick, Tony LaVoie, Ann Whitaker, etc). The MSFC PMC committed resources for the GP-B proposed change in approved scope.

FD21/Bob Bagdigian presented a request for change in approved scope for the ECLSS project. The baseline plan was to integrate all three racks in-house at MSFC. To mitigate schedule and technical risk, Hamilton Sundstand was proposed to integrate 2 of the ECLSS racks. DE01/Axel Roth asked if the remaining in-house work was expected to meet the schedule. Mr. Bagdigian responded that it would. Mr. Kilpatrick asked where the MSFC integration work would be accomplished. Mr. Bagdigian responded that the work would be accomplished in the 4708 clean room. QS01/Mr. Roy Malone asked if Hamilton Sundstand had adequate quality assurance personnel to accommodate the new work. Mr. Bagdigian indicated that Hamilton Sundstand had qualified QA personnel. Mr. Malone indicated he would further investigate the situation to ensure adequate QA coverage at Hamilton Sundstand. Per the MSFC planning process (MPG 7120.1) the ECLSS project plan will require updating to document the proposed change in approved scope. (Secretary's note: Assignment of the following action was coordinated with DE01/Axel Roth after the conclusion of the meeting). Mr. Bagdigian indicated that the ECLSS project plan would be updated. An action was assigned to update the ECLSS project plan based on the proposed change in project scope. The MSFC PMC committed resources for the ECLSS change in approved scope.

ACTION 3:

Assigned to: FD21/Bob Bagdigian

Action: Update the ECLSS project plan based on the proposed change in project scope.

Due Date: 04/16/03

The meeting was then concluded.

Attendance for MSFC PMC
February 19, 2003

Name	Organization
<u>COUNCIL MEMBERS</u>	
Art Stephenson	DA01
Axel Roth	DE01
Dale Thomas	VS01
Frank Mayhall (for Dave Bates)	RS01
Chris Singer (for Denny Kross)	TD01
Bill Kilpatrick	ED01
Ann Whitaker	SD01
Randy Humphreys (for Alex McCool)	MP01
Roy Malone (for Amanda Goodson)	QS01
Cliff Bailey (for Sheila Cloud)	AD01
Byron Butler (for Steve Beale)	PS01
Jim Carter (for Jim Ellis)	AD30
Jim McGroary (for Bill Hicks)	LS01
Tony LaVoie (for Jan Davis)	FD01
<u>OTHERS IN ATTENDANCE</u>	
Rich Gladwin (PMC Secretary)	VS10
Charles Darby	SD44
Tom Smith	SD44
Julie Bassler	SD44
Mysha Crouch	SD44
Tom Stinson	SD
Gerry Flanagan	VS10
Buddy Randolph	SD32
Todd May	SD31
Dick Beranek	SD21
Mike VanHooser	SD21
Bob Bagdigian	FD21
Tom Smith	SD44
Bill Simpson	RS40
Sandor Lehoczky	SD46
Frank Six	SD50
Paul Crawford	TD03
Martin Weisskoff	SD50
Cynthia Coker	SD42
Reginald Cobb	ED41
Charles Darby	SD44
Todd Holloway	SD44
Steve Spearman	SD40
Monica Hammond	SD44
Julie Bassler	SD44

