

VISTA Data Flow System Management Team (VDMT)

DRAFT ACTIONS ARISING FROM THE MONTHLY MEETING OF 03 Oct 2006

Attendees (by telecon)

QMUL: Emerson
 ATC: Stewart
 Cambridge: Irwin
 Edinburgh: Hambly, Williams
 Apologies: Lawrence, (Hodgkin, McMahon)

	On	Action	Due* / Status
A0507-02b	JPE	Obtain Peron's agreement on closure of FDR RIXs.	<i>Ongoing: SADT agreement still needs to be reflected in document.</i>
A0510-01	JPE /WJS	Sign off FDR documents and send to ESO	<i>Ongoing. SADT Document still to be rewritten.</i>
A0511-02	JPE	Draft VDFS - VPO Interface requirements	<i>Ongoing: Some sections done. Other sections need doing.</i>
A0607-02	STH	Provide urls link to list of draft CASU documents/titles for Review	<i>Complete: Documents now released</i>
A0608-01	JPE	Update Project Plan dates for UK Review	<i>Ongoing</i>
A0608-02	JPE	Contact Vincent on next steps for continuation of development work funding	<i>Complete: Vincent still thinking how to handle</i>
A0608-03	JPE	Talk to Bunclark & Beard re including filter ID numbers in FITS headers	<i>Complete</i>
A0608-04	JPE	Ask Colin Vincent if PPARC wants to send a rep to UK Reiew	<i>Complete: Yes but individual not identified</i>
A0608-05	JPE	Give potential public survey PIs deadline of 20 Sep to respond to VDFS request for input	<i>Complete:</i>
A0608-06	MJI	Arrange coffee/tea, lunch, dinner (& on request accommodation) for UK Review attendees	<i>Complete to date</i>
A0608-07	JPE	Draft overview document for UKreview	<i>Ongoing</i>
A0609-01	MJI	Email Phil Lucas for information on GPS 'problems'	
A0609-02	JMS	Send JPE draft simplified form for Review Panel responses	
A0609-03	JPE	Distribute form to Panel, inform Panel meeting starts with coffee from 10am on 24 Oct, ask Vincent if PPARC have nominee to attend	
A0609-4	All	Read review documents (esp. ones highlighted during the telecon) and send any internal comments	

A0609-05	MJI/ NCH	Ensure their teams look at Panel queries and prepare responses - even if away (e.g. at ADASS)	
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***No specific due date means do as soon as reasonably possible, report back next month.**

Date of next meeting: 07 Nov 2006 14.00 (by telecon)

Jim Emerson
Chairman VDMT

03 October 2006