

HUGHES INFORMATION TECHNOLOGY SYSTEMS

INTERDEPARTMENTAL CORRESPONDENCE

TO: Distribution
FROM: Joe Guzek
SUBJECT: CCB Minutes
DATE: January 21, 1998

Enclosed are the minutes of the ECS CCB meeting for Wednesday, January 21, 1998.
If there are questions or corrections, please call Tamita Watkins, 0388.

Distribution:

Abdollah Abtahi	Terry McCormack
Linda Arneson-Foran	Mac McDonald
Ramsey Billups	Randy Miller
John Brewster	Ed Nicosia
Brenda Brown	Hao Ngugen
Carol Chachulski	Norma Palmer
Joyce Contee	Paul Palmer
Rodney Creecy	Byron Peters
Farzad Davarya	Bob Plante
Mike Demcsak	Charles Poole
Debbie Dunn	Ali Rezaiyan
Ruth Ericksen	John Russey
Terry Fisher	Joe Senftle
Steve Fox	Jollenta Street
Joe Guzek	John Ujhazy
Roselle Harde	David Vaughn
Jacob Hodges	Tamita Watkins
Rich Hornburg	Judith Wright
Karen Hoffman	
Rob Jaramillo	
Jack Jordan	
Ron King	
Karen Kleis	
Ron Klotz	
Corinne Konrad	
Debra Laird	
Jim LeFebvre	
Mike Mahoney	
Douglas McCartney	
Steve Marley	

The ECS CCB convened at 10:00 a.m. on Wednesday, January 21, 1998. The meeting was chaired by Joe Guzek. Attendance was as follows:

Chairman	Joe Guzek
Architecture Office	
Budget & Resource Allocation	
Config. Mgmt/Data Mgmt. (CM/DM)	Brenda Brown Joy Contee Norma Palmer
Contracts	
Deployment Maintenance & Operations (M&O)	Rodney Creecy
Deployment Sys. Ver. & Acceptance	
ECS Chief Engineer	Joe Guzek
Flight Operations Segment (FOS)	
Quality Office (QO)	
Release 2	
Science Data Engineering (SDE)	Bob Plante
Security	
Systems Engineering Department (SED)	Abdollah Abtahi Farzad Davarya
Subcontracts	
System Engineering	Farzad Davarya Hao Nguyen
Ad Hoc Representatives	Louise Castello (FOS) Ed Nicosia (SED) Ali Rezaiyan (SED) David Vaughn (QO)

**ECS CCB
Minutes Summary
Meeting of January 21, 1998**

CCR No.	Cls	Type	Topic	Originator	Disposition
97-1374C	II	CCR	RTM	REZAIYAN, A (SED)	Deferred
Title: Staging Server Clean-up Script at SMC DAAC					
Notes: Deferred to incorporate additional comments from Joe Guzek. CCR will be signed off-line when completed.					
98-0059-	II	CCR	N/A	CREECY, R (M&O)	Deferred
Title: Publication of the ECS Operations Plan for Release B Document					
Notes: Deferred to incorporate Joe's comments; on title page the sign-off should be Tom Hickey; add text to preface to clarify that document reflects contract baseline not the Version 2 replan baseline. When changes are incorporated the CCR will be signed out-of-board.					

CCRs Approved Out-Of-Board:

97-1751-	CCR	NA	Class II	CREECY, R (M&O)
Title: ECS Operational Readiness Plan for the Release 2.0 Final				
Affect Doc: 603-DR-001				
98-0058-	CCR	NA	Class II	MCDONALD, M (SED)
Title: Update the Release 2.0 Drop 3.5 Master Schedule in the Game Plan				
Affect Doc: Game Plan				
98-0066-	CCR	NA	Class II	MCCARTNEY, D (SED)
Title: Change Dates for the Initial Code Install & Acceptance Tests at the EDC in hte ECS Development Project Master Baseline Schedule				
Affect Doc: Project Master Baseline Schedule				

**ECS CCB
ACTION ITEM SUMMARY
Meeting of January 21, 1998**

Action No.	CCB	Actionee	Date Due	CCR No.
AC-98-0027	ECS	NGUYEN, H.	01/23/98	
<p>Prepare and submit a CCR to ECSCM by 1/23/98 for posting and review, to remove External_Interface, AT-B and IT-B classes from RTM schema, and update RTM data dictionary and RTM home page, for an ECS CCB date of 1/28/98.</p>				
AC-98-0028	ECS	CREECY, R.	01/23/98	98-0059
<p>CCR Title: Publication of the ECS Operations Plan for Release B Document Incorporate into Document 608-CD-001-004 changes from Joe Guzek; add text to preface to clarify that the document reflects contract baseline not the Version 2 replan baseline; on the title page the sign-off signature should be Tom Hickey. When all changes have been made the CCR will be signed out-of-board. Please notify CM when CCR is ready.</p>				
AC-98-0029	ECS	REZAIYAN, A.	01/23/98	97-1374C
<p>CCR Title: Staging Server Clean-up Script at SMC DAAC Incorporate additional requirement changes from Joe Guzek into CCR. When all changes have been incorporated, the CCR can be signed off-line. Please inform CM when CCR is completed.</p>				