SWA Team Meeting 28-29 March 2019 Florence

Location: Villa Galileo,

Via del Pian dei Giullari, 42, 50125 Firenze FI, Italy

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| **Thursday 28th March 2019** | | **Leads** |
| 9:00 | SWA Team Meeting Welcome   * *Purpose of the Session*   Welcome all and meeting admin   * *Expected Inputs*   None   * *Expected Output* * *Required Persons* | SL & CO |
| 9:15 | SWA PI Report   * *Purpose of the Session*   Update team on SWA status.   * *Expected Inputs*   None   * *Expected Output*   Everyone up to speed on status of mission   * *Required Persons* | CO |
| 9:45 | MSSL Operations Report   * *Purpose of the Session*   Report on TVac  Report on SWA EM2 testing  Report on MSSL IT infrastructure  Report on Airbus/ESA dealings     * *Expected Inputs*   None   * *Expected Output*   Everyone up to speed on progress of SWA   * *Required Persons* | GL |
| 10:15 | IRAP Operations Report   * *Purpose of the Session*   Share update on PAS ops progress   * *Expected Inputs*   None   * *Expected Output*   Everyone up to speed on progress of PAS   * *Required Persons* | AF |
| **10:45** | ***Coffee*** |  |
| 11:00 | Umich & SwRI Operations Report   * *Purpose of the Session*   Share update on HIS ops progress   * *Expected Inputs*   None   * *Expected Output*   Everyone up to speed on progress of HIS   * *Required Persons* | JR |
| 11:30 | Commissioning plan   * *Purpose of the Session*   Further discussion in view of the Comm’ Timeline issued by SOC   * *Expected Inputs*   None   * *Expected Output*   Further input to Commission plan   * *Required Persons*   JR, MP, AF, AB, RB, GW, CA, AV, DK???? | GL |
| 12:00 | Review of Actions from Last Ops Team Meetings   * *Purpose of the Session*   Report progress of previous action items   * *Expected Inputs*   Action Item status   * *Expected Output*   Close any actions  Add further actions   * *Required Persons*   All | GW |
| **12:15** | **Lunch** |  |
| 13:45 | DPU Team Operations Report   * *Purpose of the Session*   Share update on DPU ops progress  Flight SW   * *Expected Inputs*   None   * *Expected Output*   Everyone up to speed on progress of DPU   * *Required Persons* | GM |
| 14:15 | Discussion on SWA Data Policy(s)    *Purpose of the Session*  We need to agree an SWA team strategy for sharing data - particularly what products and when.  There is an overall requirement for us to produce science quality data and populate the public archive within 3 months.  However, some data products may need to be produced and shared in order for other teams to do their data preparations (as do we in return).  Also need to agree about LL and regular data.    ·    *Expected Inputs*  CJO to prepare a few slides introducing the issue    ·    *Expected Output*  Ideally an agreement on a SWA data policy document that covers all aspects of data sharing - likely to be a discussion point at the following weeks SWT, so a coherent SWA agreement would be good to take there.    ·    *Required Persons*  Ideally at least 1 person with power to agree to a policy on behalf of each team. | CO |
| **15:30** | ***Coffee*** |  |
| 15:45 | Identification of SWA Default Operational Plans for best and worst telemetry downlink cases    ·               *Purpose of the Session*            I’m not sure that we are all on the same page as regards operations in different scenarios.  Whereas there are a number of options that can be deployed in flight, not everything is possible, and certainly not everything will be possible all of the time.  For this reason it might be good to explore and agree a ‘default’ operational plan for SWA for the extreme best and worst cases, which will then set the limits for what is possible in flight (Worst case defined by telemetry restrictions and may even require turning off one or more sensors (TBC), best case likely to be defined by DPU data handling capability?)    ·    *Expected Inputs*  Introductory presentation to set scene for discussion    ·    *Expected Output*  Agreement and definition of default SOOP kitchen blocks for best and worst case operational scenarios  ·    *Required Persons*  At least 1 member of Ops team for each sensor + DPU | CO |
| 17:00 | Future Testing   * *Purpose of the Session*   Discussion on future tests, SVT, MIST, FFT, SWupload   * *Expected Inputs*   Dates from ESA/Airbus   * *Expected Output* * *Required Persons* | GL |
| **17:30** | ***Close of Meeting*** |  |
| **Friday 29th March 2019** | | **Leads** |
| 09:00 | Validation and Verification activities   * *Purpose of the Session*   Discuss the work being done to verify the DPU science software products  To include EAS FoV & DeadTime   * *Expected Inputs*   None   * *Expected Output* * *Required Persons*   VF, CO, DK | VF |
| **10:30** | ***Coffee*** |  |
| 11:00 | Follow up of any other SWA operations business. To include:   * HL data pipelines * MSSL IT system * Flight Software * Feedback on sPTS * SOOP blocks | GL |
| **12:15** | **Lunch** |  |
| 13:45 | SCIENCE | DV |
| 13:45 | DPU-PAS Splinter   * *Purpose of the Session*   To discuss PAS BM->NM unstable transfer   * *Expected Inputs* * *Expected Output* * *Required Persons*   GM, AF, KA | AF GM (KA by phone) |
| 17:15 | Next Ops Group meeting   * *Purpose of the Session*   To decide the location of next TM   * *Expected Inputs*   Suggestions/Offers   * *Expected Output*   Location and Date   * *Required Persons*   All | All |
| 17:30 | Team Meeting Official End |  |