Attendees:

ABRFC/Billy Olsen, Bill Lawrence, Jeff McMurphy, Mike Pierce
CNRFC/Rob Hartman
NCRFC/John Halquist
NWRFC/Harold Opitz, Don Laurine, Joe Intermill
OCWWS/Mary Mullusky
OHD/Pedro Restrepo, Jon Roe, Chris Dietz, Joe Gofus

1. CAT Charter

No significant input at the meeting, other than an affirmation that the focus is on accelerating the implementation and operational deployment of CHPS.

2. Migration Plan

  - Chris will now begin working with Delft/Karel on the plan document itself. Karel to be in SSMC2 on Feb 21, and may participate in the weekly meeting that day. Unless otherwise directed, the plan document itself will not be discussed at future meetings; however the document will be distributed to meeting participants for review. The plan Delft will submit to OHD will form the basis of their technical proposal for CHPS migration.

  - Request that the Plan document include provision for tracking Sudha's activities. A section for status reporting will be included in the Plan.

  - Resources should include Regional funds for travel. AWIPS funds come to us in the form of OHD personnel.

3. Migration activities

  - Migration/roll-out strategy - suggestion that we avoid a "have, versus have-not" approach to implementation, and try to be more inclusive. Use CAT sites for beta testing. Fear is that more inclusion will lengthen the entire process. Requires some innovative thinking. Rob will take the lead for next week's discussion. See homework assignment.....

  - Sudha's tasking. She is working with Xiaoshen to convert Unit-HG from NWSRFS. Participants questioned the rationale for selecting Unit-HG when we haven't prioritized requirements? Ref. email entitled "FEWS-NWSRFS gap analysis" sent by Chris on 1/4/08 to most meeting participants. Suggestion in referenced email was to begin with the most commonly used operations such as Unit-HG and Lag/K. However CAT wants to re-think. Suggestion during meeting was for CAT to take "simplest" segments, and get those implemented first. John and Joe will both select such a segment, and will send Chris a list of associated operations. There is a possibility that Sudha may have to re-focus. Meeting participants wanted to make sure we make best use of Sudha's remaining time by prioritizing things correctly.

- IOC. Must limit to current forecasting needs so scope doesn't get out of control, but must somehow take into consideration future needs. We must be able to describe the end state even though the environment will change. Example: grid editing. Jon to think about an approach to define what will be included in CHPS, and what will be in AWIPS II as both evolve over time.

- Performance. OSIP project 07-059 is supposed to address RFC computing needs. Need to get OSIP project focused on CHPS not NWSRFS; Mary will make sure JeffZ (the author of the SON) is aware. [Author's note: Harold is on the 07-059 IWT and could perhaps act as an conduit between the CAT and the IWT?] Performance on FEWS has not been impressive so far, but this shouldn't be a surprise given this was just a Pilot. The subject of FEWS performance is definitely on Delft's list of things to address for the NWS.

4. Other

- Sudha has approximately 4.5 months left in OHD. She has begun to work very closely with Chris and Wyle IS (formerly RSIS) to identify her replacement.

- Hank expects to be on leave for the entire month of June.

- Delft has signed the lease on their new Silver Spring office. No news on staffing of that office.

- Pedro summarized recent activities with the IAO. Possible MOU between NOAA and Delft is under discussion. The MOU might provide a funding vehicle to access Delft directly. However it could take as much as one year to get in place. Meanwhile OHD has 3 potential contract vehicles at their disposal: AHPS/RTi; COMMITS/Wyle (formerly RSIS); possible new NOAA BPA.

- FEWS Software License: no update. Think we're waiting for Delft to submit the final final version? Pedro will check on status.

- Mary suggested CHPS/xefs leverage the upcoming biennial CFI survey for its Web interface activities. She will contact Steve Shumate to participate, and will keep this group in the loop.

5. Homework assignment: come up with some clever ideas to make roll-out more inclusive, but still remain agile.

6. Next meeting

Thurs 14 Feb at 11:00am EST (10:00am CST / 8:00am PST)
Topic: Roll-out strategy (continued; Rob to lead)