

Renata, McCoy
Supported Projects: ACME, PCMDI

Quarterly Report for April 1, 2016 – June 30, 2016

Quarter Accomplishments:

- Defined the meeting goals and organized the agenda for the ACME All-Hands Meeting in June. The meeting was focused on science with invited talks on highlights from new model components and on giving brief overviews of the ACME project to the DOE managers and several Lab Managers that attended the meeting, as well as on cross-group discussions, breakouts and ACME Group's meetings [May 2016].
- Planning, setting direction, developing agenda, coordinating and organizing the 2016 ACME All-Hands meeting in June 2016 [May 2016].
- ACME project ongoing planning and project tracking with weekly telecon meetings with ACME Executive Committee and the ACME DOE Manager – Dorothy Koch [Apr – Jun 2016].
- ACME project management, planning and tracking through bi-weekly ACME Executive Committee meetings (+ DOE Manager and I as ACME Project Engineer) “one-on-one” with ACME Group Leads (separate for each ACME Group) [Apr – Jun 2016].
- ACME project planning with weekly ACME Council telecon meetings
- Helped with quarterly planning for the ACME Workflow Group. Defined plans (with Dean in April and May and with Val Anantharaj – the other Workflow Group Lead from ORNL in May and June) for the ACME Workflow Group [Apr – Jun 2016].
- Setting and overseeing quarterly planning, reporting and task tracking for ACME Group Leads and all ACME Task Leaders [Apr - Jun 2016]
- Developed templates, set up due dates, and implemented the Y2Q4 (Year 2 Quarter 4) Quarterly Reports from all ACME Group Leaders as well as all Tasks Leaders for the DOE BER program manager [Jun 2016]
- AIMS deputy group leader for ACME related work [May, Jun 2016] (there are 10 AIMS people that are assigned to me)
- AIMS leadership planning, supervising, developing procedures and monitoring [Jun 2016]
- Supervising Tanya Reshel as an ACME and climate modeling assistant in managing Confluence and JIRA [Apr – Jun 2016]
- Managing and supporting all aspects of ACME Confluence and JIRA web and online task tracking cloud version software [Apr - Jun 2016]
- Designed, developed and set up procedure for milestone reporting and created both quarterly (SFA Y1Q3 and first year) reports for the LLNL Climate SFA [Jun 2016]
- Developed Confluence pages for reporting purposes for LLNL Climate SFA Website and created desired templates for quarterly reporting and publications database [Apr - Jun 2016]

- Trained and supervised Tanya Rachel in maintenance support of the Climate SFA Confluence website and reporting [Apr - Jun 2016]
- Developed and deployed the publication application for ACME, including proposed papers (one of the main thrusts in ACME in the upcoming months) as well as submitted papers, both by ACME, collaborators and others, to enable collaboration on papers and transparency across the project [May 2016]

Next Quarter's Roadmap

- Define goals, plan and organize the next ACME Most-Hands Meeting in November [Sep 2016] (the emphasis will be on planning: the 12 month roadmap, the quarterly planning with focus on the target simulations – our deliverable for the next big project review, and on planning, timeline and procedures for the next version of the model – ACME v2.0: the model, the infrastructure and the simulations planning)
- Compile and Provide Quarterly Reports for Year 2 Quarter 4 (Y2Q43) to ACME Program Manager in DOE BER and all Lab's Managers (new requirement) [July 2016]
- Charged and will lead a “Deep Dive” to unify planning, reporting and JIRA task tracking across the whole ACME project [July – Aug 2016]
- Develop, establish procedures, document and deploy the outcome of the “Deep Dive” (above) [Aug-Sep 2016]
- Start working on the paper on agile software development in scientific community [August 2016]
- Take a leadership class online or in person, or watch an inspiring leadership training [Jul - Sep 2016]
- Monitor the assembly of ACME v1.0 code and react to any potential problems [Jul – Sep 2016]
- Monitor resources to make sure we are ready for production experiments [Jul – Sep 2016]
- Establish procedures for documentation on testing of ACME v2.0 [Sep 2016]
- Establish procedures and documentation on tuning of ACME v2.0 [Sep 2016]
- Establish an ACME wide process flow for the running the production experiments, together with approval process and retention of documentation on each step of the process [Jul - Sep 2016]
- Continue supporting Confluence and JIRA and giving tasks to Tanya to maintain the online cloud documentation and productivity tools for ACME [Jul - Sep 2016]
- Continue supporting LLNL SFA Climate Confluence website and supervise Tanya to maintain the website, provide reporting for SFA and maintain publication database for LLNL Climate Program [Jul - Sep 2016]
- Monitor ACME Workflow group to achieve the unity in planning and working in JIRA [Jul - Sep 2016]

- Work with Workflow Group Leads: Dean and Val on setting up next quarter plan and 12-month roadmap for the ACME Workflow Group [Jul - Sep 2016]
- Maintain and monitor Request Hub and Code Review process to any new v2.0 feature [Jul - Sep 2016]

Resources Required to Achieve Goals