Renata, McCoy
Supported Projects: ACME, PCMDI

Quarterly Report for Jul. 1, 2017 – Sep. 30, 2017

Quarter Accomplishments:

- Took part in planning and organization of CESM Tutorials together with the CESM Boulder organizers, in order to scope the possibility of holding ACME tutorials together with CESM tutorials next year. Took part as an observer in the CESM Tutorials and created extensive documentation in Confluence [Aug 2017]
- As the project is changing name to Energy Exascale Earth System Model, created a plan for name change and started implementing it [Aug – Sep 2017]
- Had several meetings with ACME project manager and ACME PNNL Communication Team, preparing and planning for desired communication pathways for the project and in preparation for the model public realease in April. [Aug – Sep 2017]
- In preparation for the upcoming model release and need for public documentation and a platform to inform public and stakeholder of the project, conducted meetings with Poject Manager (D. Koch), her detailee (T. Ringler) and I, where decision was made to stand up a public, cloud based website based on Ngee-Tropics website developed by HyperArts that we can use as a template [Aug – Sep 2017].
- Conducted a meeting with HyperArts manager to scope the possibility of hireing them to help us stand up a new E3SM public website, defined requirements and presented needed functionality, will be following up with the HyperArts on the possible contract [Aug – Sep 2017]
- Taking part in planning for the next phase of ACME [Jul – Sep 2017]
- Defining plan, requirements and timeline as well as procedures for documentation of ACME v1.0 in preparation for public code and data release [Jul – Sep 2017]
- ACME project ongoing planning and project tracking with weekly telecon meetings with ACME Executive Committee and the ACME DOE Manager – Dorothy Koch and bi-weekly 1-on-1 exec with Group Leads, as well as weekly Concil calls [Jul – Sep 2017]
- Setting, overseeing and creating quarterly reporting and task tracking for ACME Group Leads and all ACME Epic Leaders [Jul– Sep 2017]
- AIMS deputy group leader for ACME related work [Jul – Sep 2017]
- AIMS leadership planning, supervising, leading some group meetings and developing procedures and monitoring [Jul – Sep 2017]

- Following from the "JIRA Deep Dive"'s outcome, the ACME reporting have changed to be done mostly from JIRA. Implemented the new automated reporting form bi-weekly and quarterly reports from JIRA [July 2017]
- Implemented bi-weekly reports process, overview poges and created reports from JIRA [July 2017]
- Supervising Tanya Reshel as an ACME and climate modeling assistant in managing Confluence and JIRA [Jul – Sep 2017]
- Managing and supporting all aspects of ACME Confluence and JIRA web and online task tracking cloud version software [Jul – Sep 2017]

Next Quarter's Roadmap

- Continue managing and tracking processes and tools in planning/tracking and reporting in ACME [Oct - Dec 2017]
- Focus on planning for the data and code release in April [Oct - Dec 2017]
- Defining and implementing processes and procedures to accomplish the documentation level need for the E3SM v1 release [Oct - Dec 2017]
- Taking part in leadership talk on the highest level (Executive Committee, PI PM ans I) focused on planning for the next phase of the project [Oct - Dec 2017]
- Take a leadership class online or in person, or watch an inspiring leadership training, as time permits [Oct - Dec 2017]
- Establish an ACME wide process flow for tracking the production runs, together with approval process and retention of documentation on each step of the process [Oct - Dec 2017]
- Establishing, as much as possible, automated ways of producing desired documentation from target simulations [Oct - Dec 2017]
- Defining processes for model and data release, and tracking them [Oct - Dec 2017]
- Continue supporting Confluence and JIRA and giving tasks to Tanya to maintain the online cloud documentation and productivity tools for ACME [Oct - Dec 2017]
- 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 [Oct - Dec 2017]
- Continue helping and monitoring ACME Workflow group to achieve the unity in planning and working in JIRA [Oct - Dec 2017]

Resources Required to Achieve Goals