

## Minutes CODOC meeting 19-1-2011

### Agenda:

1. COO meeting
2. OMB
3. Operational Documentation
4. AOB

### **COO Meeting:**

Next week Wednesday January 26<sup>th</sup> COD and OD will have a meeting with the COO. The following topics will be discussed:

1. Availability and Reliability. How can this be improved? Are we happy with how things are going?
2. What to do with permanently underperforming NGIs?
3. What is the long term goal of EGI? How can the COD contribute to achieving this goal.
4. COD manual.
5. New middleware in EGI and the OLA. How does it affect the COD operations support model?
6. Best practices.

### **OMB:**

Our requirements regarding the operational tools are in the wiki. Malgorzata will check if these requirements are already described in a RT ticket and if not, a new ticket will be submitted.

The subject of the APEL test threshold will be brought up.

### **Operational Documentation:**

Site certification manual is finalized. Vera describes the organization of the OD activity. This can be shown in <https://wiki.egi.eu/wiki/Operations:Noticeboard/Team>. Vera asks for a COD observer to join the phone confs. COD has to discuss this internally.

OD wiki will be restructured.

Best practices will be discussed in the meeting with the COO. Marcin suggests to have a look at ITIL definitions.

### **AOB:**

RT: Agenda for next week CODOC F2F:

1. User Forum
2. Training
3. OLA & COD
4. New middleware & COD

Topics for our discussion with the COO will be sent to the COO beforehand.

See you next week.