1. Action on everybody: review the documentation, in particular the part addressed to sitemanagers and find a place to put all the links (the wiki and maybe the op. portal)
2. Problem common to all the tools: having a well defined place were user/NGI requests are discussed and prioritized – we need a common system to track the requests status
   1. Suggested OTAG for discussion and prioritization
   2. Suggested egi.eu TR as tracking system (RT can be interfaced with GGUS if needed)
   3. Request from GGUS (that already receive requests also from USAG) to have a single system for all the requesting bodies

Action on Daniele to edit a proposal for the requests workflow

1. Broker network of the APEL system

Action on Daniele to check the status of the discussion up to now. Need to clarify who will provide the broker for production and testing of the APEL system

1. Release procedure and tools dependencies officially in place

Action on Daniele to write a proposal with details for the release process.

Action on everybody to give developed tool dependencies on other tools to Daniele.

1. Having  a system to monitor operation tool availability

Action on Daniele: need to check which is the status of the ops monitor currently available at CERN and identify what is missing in order to have a reliable availability monitor for operational tools.

1. Failover mechanism for the GOCDB, but in general for all the tools, need to understand what can be done at development level (jra1) or what should be done at an administration level (sa1)

Action on Daniele, Gilles and Tiziana to discuss the issue.

1. Need to identify the body that requests the metrics monitored by the metrics portal
   1. Same as for action 1) OTAG should be the place
2. Need to identify clearly who will have to write the NAGIOS probes for m/w (is it a JRA1 duty?)

Action on Daniele and Emir

1. Ask at the task leader meeting about the phoneconf system – Action on Daniele
   1. There was the request to use EVO as conference system for the regular JRA1 phones