

# Roles of the AST, TST, and CRT

Tim Germann



# Alliance Strategy Team (AST)

- Responsible for the management of PSAAP
- Reports to the ASC Director, who solicits advice (should s/he choose) from the ASC Executive Committee
- Organizes annual (spring) reviews for each Center
  - Review Teams (RTs) comprised of Lab staff will focus on the technical progress of the Centers towards meeting their goals and milestones.
  - During the review, the AST will meet privately with Center management to review budgetary and personnel issues.
  - The AST may also ask questions and provide input to the review team in private or public sessions as appropriate, but the RT is responsible for the review.
- Organized Trilab Support Teams (TSTs) for each Center

## AST

Tim Germann (LANL), Chair  
David Etim (DOE/NNSA), Fed PM  
John Feddema (SNL)  
Fernando Grinstein (LANL)  
Ana Kupresanin (LLNL)  
Tina Macaluso (Leidos)  
Bob Voigt (Leidos), Chair Emeritus

# Annual Review (each Spring)

- MSCs and SDCs have a common 1.5-day agenda, and FICs a 1-day agenda
- MSC and SDC review teams (RTs) consist of two members from each Lab, with one serving as chair
- FIC RTs consist of one person from each Laboratory, and an AST member as chair
- Half day preparation of out-brief to Center
- Written report to Center and ASC Execs
- Designed to strengthen the Centers
- **TST members are encouraged to attend the annual peer review in order to provide more opportunity to interact with the center staff and students, to obtain a more recent update on center activities and plans, and to observe issues raised at the review. Although they have no formal role in the review activity, their comments may be sought by the Review Team.**

# Tri-Lab Support Teams (TSTs)

- One for each Center, with two members from each Laboratory for MSCs and SDCs (one per lab for FICs)
- Serve as the technical interface between the Centers and the Labs and work to insure the success of their Center
- Meet with the Center at least once annually
  - Not a formal review, but instead an informal exchange
- Resource for facilitating all types of interchanges with the Labs, e.g.
  - People (students → Labs for 10-week visits, Lab staff → seminars, workshops, ...)
  - Data/Software (again, in both directions)
  - Potential research collaborations
- TST members are points of contact to help establish contacts and mentors for students' 10-week visits, as well as other Center staff visits.
  - May also serve as Lab host/contact for HPC accounts, esp. for foreign nationals
- It is expected that each TST member will remain on the TST for the duration of the Center.

# Annual TST Meetings (each Fall)

## TST Roles

- Meet as a group with its Center at least annually, with one of these meetings about six months before the peer review.
- Meeting is not a review, but rather an opportunity to provide updates on progress, and exchange ideas and issues regarding progress of the research, developments at the Labs and any problems the Center is having with such items as computer access and student/staff visits to the Labs.
- Address specific issues with the Center that the Review Team (RT) identified in its previous review

## TST Chair responsibilities

- Set the time for the annual meetings and develop the agendas in collaboration with the Center Director, and share the time and the agenda with the TST members and the AST.
- Provide the Center, the AST and the Review Team with a brief summary of the meeting, including any items that require follow-up.

Other meetings may be scheduled, either hosted by the Center or a Lab. Some or all of the AST may attend some or all of these meetings.

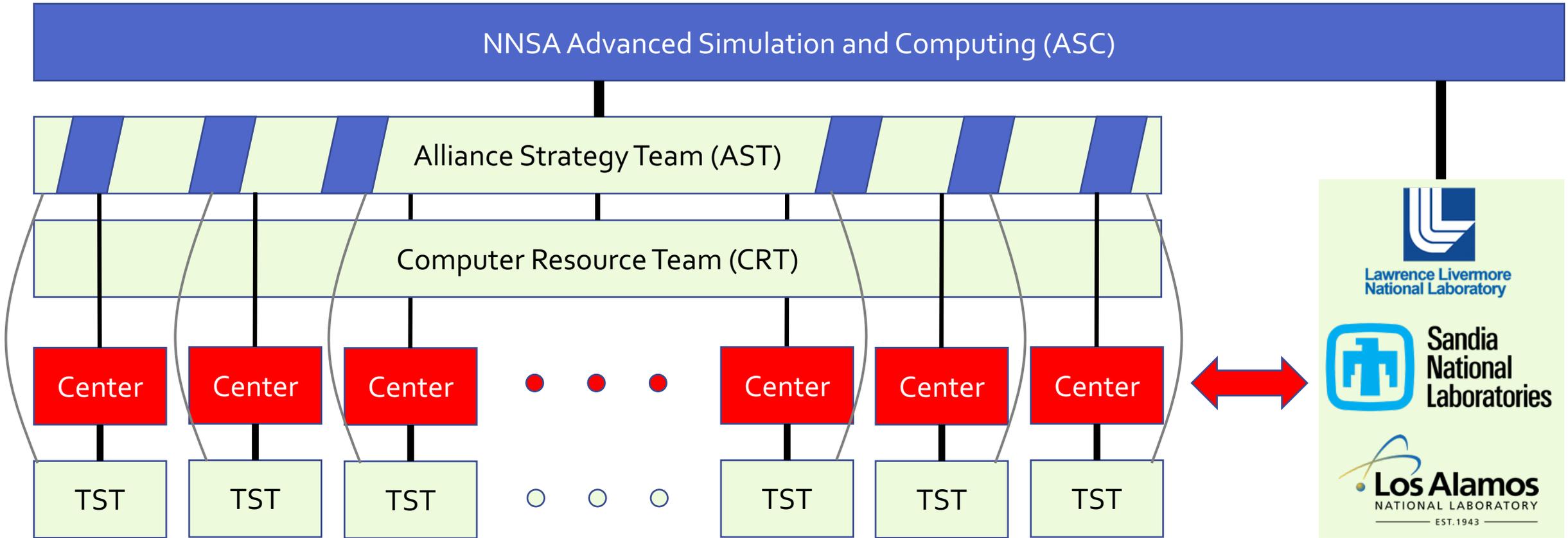
# Computer Resource Team (CRT)

- Facilitate access to NNSA Laboratories' High Performance Computing (HPC) computing resources
- Assistance in trouble-shooting hardware/software issues
- Interfacing with other individuals and groups within the Labs, such as management, networking, system administration, storage, etc. to facilitate the effective support of PSAAP users
- Providing necessary HPC user documentation and training
- Visiting the Centers to discuss HPC resources and offer technical consultation
- Each Center has identified a CRT technical contact
- Monthly telecons & usage reports

## CRT

Tim Fahey (LLNL)  
Ben Santos (LANL)  
Heidi Uphoff (SNL)

# Management



# For more information...

PSAAP III Management and Coordination

May 2020

## ASC Management and Coordination of PSAAP III and the Role of the AST

### Management

#### Roles of NNSA ASC Office and Service Center

The NNSA ASC Office is the funding agent of PSAAP III with the procurement function residing at the NNSA Service Center (SC) in Albuquerque, NM. The SC contract specialist is responsible for the annual renewal of the Centers' cooperative agreements. The Federal Program Manager for PSAAP III is David Etim. Project management responsibility is delegated to the Alliance Strategy Team (AST) whose role is discussed in the section below. Details of program operation, such as reviewing budget reports, tracking of cost matching, and tracking of compliance with requirements for student and staff visits, will be monitored by the AST, in consultation with the Service Center.

#### Role of the AST

NNSA's management plan for PSAAP III involves active interactions with the PSAAP III Centers. Responsibility for this plan rests with the AST, consisting of the following individuals:

David Etim, ASC  
Tim Germann, LANL  
Fernando Grinstein, LANL  
Ana Kupressamin, LLNL  
John Feddema, SNL  
Bob Voigt, Leidos  
Tina Macaluso, Leidos

The AST reports to the Director, Office of Advanced Simulation and Computing, who solicits advice (should she/he choose) from the ASC Executive Committee. The key goal of all aspects of the PSAAP III management plan is to support the Centers and help them to be successful. All reviews, for example, will be conducted in that spirit. A key AST management tool is the yearly peer review it organizes for each Center. These reviews will be conducted by Review Teams (RTs) and will focus on the technical progress of the Centers towards meeting their goals and milestones. Roles and responsibilities of the RTs are described in a separate document. The AST will attend the reviews. During the review, the AST will meet privately with Center management to review budgetary and personnel issues. They may also ask questions and provide input to the review team in private or public sessions as appropriate, but the RT is responsible for the review.

The AST will also organize Trilab Support Teams (TSTs) for each Center. Roles and responsibilities of the TSTs are described in a separate document, but generally the TSTs serve as technical interface between the Centers and the Labs and work to insure the success of their Center. They do not play a direct role in the review of the Centers.

PSAAP III TST Structure, Roles, and Responsibilities

May 2020

## Structure, Roles and Responsibilities of the Tri-Lab Support Teams (TSTs)

Each PSAAP III Center has its own Tri-Lab Support Team (TST), made up of researchers from the NNSA Laboratories who serve as the principal liaisons between the Center and the Labs. For each MSC and SDC Center, the TST is composed of six researchers; for FIC Centers it is three. The TSTs have expertise in the topics under investigation and development at the Center. The Alliance Strategy Team (AST) member for each NNSA Lab (LLNL, LANL, and SNL) provides two members (one for FICs) from his/her Lab for each TST. Each Center has a unique TST; generally, it is intended that there be no overlap in membership among the TSTs, although exceptions may occur.

### TST Roles and Responsibilities

- The TST, particularly the person designated as the TST Chair, is the primary contact between the Center and the Labs; frequent communication is anticipated.
- Each TST will meet as a group with its Center at least annually. Normally one of these meetings is about six months before the peer review. This meeting is not a review, but rather an opportunity to provide updates on progress, and exchange ideas and issues regarding progress of the research, developments at the Labs and any problems the Center is having with such items as computer access and student/staff visits to the Labs. Other meetings may be scheduled at mutually convenient intervals. For the most part these meetings are hosted by the Center, but occasionally the TSTs may host additional meetings at the Labs. Some or all of the AST may attend some or all of these meetings.
- The TST Chair will provide the Center, the AST and the Review Team with a brief summary of the meetings including any items that require follow-up.
- One of the recurring responsibilities of the TSTs at their annual meeting is to address specific issues with the Center that the Review Team (RT) identified in its previous review.
- TST members are encouraged to attend the annual peer review in order to provide more opportunity to interact with the center staff and students, to obtain a more recent update on center activities and plans, and to observe issues raised at the review. Although they have no formal role in the review activity, their comments may be sought by the RT.
- TST members are resources for making needed contacts at the labs for possible software or data sharing, as well as potential research collaborations.
- TST members are points of contact to help establish contacts and mentors for students' 10-week summer visits, as well as other Center staff visits.
- It is expected that each TST member will remain on the TST for the duration of the Center.

PSAAP III TST Structure, Roles, and Responsibilities

June 2020

## Structure, Roles and Responsibilities of the Tri-Lab Review Teams (RTs)

A key Alliance Strategy Team (AST) management tool is the annual peer review it organizes for each Center. The reviews are conducted by Review Teams (RTs) selected by the AST and focus on the technical progress of the Centers towards meeting their goals and milestones. Each Center has a unique RT whose members' backgrounds are related to the range of disciplines of the particular Center's work. For MSCs and SDCs the RT consists of six members, two from each NNSA Laboratory with one member serving as the Chair. For FICs the RT consists of four members, one from each NNSA Laboratory and an AST member serving as the Chair. The RT members have no direct connection with the Centers or their work; in particular, they are not chosen from the Center's Tri-Lab Support Team (TST), which is discussed in the accompanying document. The result of the reviews is a written report to the Center, the TST and the Director, Office of Advanced Simulation and Computing, outlining the Center's accomplishments, the degree to which they have met their goals, milestones, and previous review recommendations, and recommendations to further their work in the coming year. The AST attends the reviews and the TST is invited to attend. These attendees may also ask questions and provide input to the RT in private or public sessions as appropriate, but the review is the responsibility of the RT.

For MSCs and SDCs, the reviews take place over two days with the last half day devoted to preparing an out-brief for the Center and to making writing assignments for the written report.

For FICs, the reviews take place over a day and half with the second morning devoted to resolving any remaining questions and to preparing an out-brief for the Center and making writing assignments for the written report.

All out-briefs should capture all of the key points and recommendations that will appear in the report. The agenda includes several opportunities throughout the review for the RT to caucus privately.

The labor and travel expenses for the review may be supported by a separate program administered by the Lab AST member.

### Roles and Responsibilities:

- The AST sets the agenda for the review in order to ensure as much uniformity across Centers as possible. The Center PI has the flexibility to organize the review within this general structure in order to reflect the organization and uniqueness of their Center.
- The AST selects the dates in consultation with the PI and the RT Chair, and shares this information with the TST.
- The primary responsibility of the Chair is to manage the review. The Chair is responsible for logistics during the review, for presenting the out-brief, and for assembling the review report from input prepared by the other members of the RT.

# PSAAP III Timeline: what next?

## Cooperative Agreements all signed: next ~3-4 weeks

- NNSA and University press releases and web sites can then be made public

## First annual TST “visit”: Winter 2020/1

- This first one will presumably be virtual – should be held in December or January
- TST chair and PI are responsible for setting the dates and agenda
- No one-size-fits-all format; you should discuss goals and tentative dates/agenda this afternoon
- E.g., several Centers have suggested that this initial meeting be more of a two-way exchange, possibly including talks by TST members to better understand their backgrounds, interests, and expertise

## First annual review meeting: late Spring 2021

- AST will set the dates and agenda, hopefully on-campus

## ASC PI meeting: May 17-21, 2021 (tentative)

