# A collaboration of service providers & large operators of OpenStack – Meeting Minutes

December 1 1400UTC+-0 Videoconference

## Meeting Summary

## Attendees

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| **Company** | **Name** |
| AT&T | Cecilia Comeaux |
| AT&T | Jamey McCabe |
| AT&T | Jill Sales |
| Comcast | Shilla Saebi |
| NTT | Shintaro Mizuno |
| Orange | Abdelhadi Chari |
| Reliance Jio | Val Lechtumanan |
| Reliance Jio | Kunal Shah |
| Reliance Jio | Sanjeev Jaiswal |

## Agenda Topics Covered/Discussion from Etherpad:

1. Timing of this meeting - Jamey briefed that next 4 (including today's meeting) 2 week pattern alternating between 1400 and 400 UTC calendar invites were sent out. Team agreed with the approach to alternating meetings.
2. Finalize LCOO Scope for Ocata and begin tracking our LCOO contributions.
	1. The scope was proposed at 11/10 call. <https://etherpad.openstack.org/p/LCOO-Working-161110>
	2. Proposed and Accepted: Next Steps for tracking Ocata Scope:
		1. This is an Interim approach - should have Atlassian for tracking by Pike release
		2. Assemble List of blueprints/launchpad/other deliverables - in essence scope tracker - in Etherpad? Pad started here: <https://etherpad.openstack.org/p/LCOO-OcataScopeTracker>
		3. Weekly updates there
		4. Track resources and time there
		5. Agreed to have that Etherpad detailed in terms of hyperlinks to work items by Dec 15 meeting
3. Next Steps for LCOO Roadmap - Andy's e-mail sent Monday Nov 28 Titled LCOO Coodinators Call – Roadmap
	1. We walked through the PDF slide deck that andy sent out 
	2. Debated if a simpler approach to roadmap teams (Slide 2) was called for. Determined that the various teams as shown under LCOO proposed do make sense especially as we get more and more roadmap items to track.
	3. Reviewed the proposed process flow (slide 7) in some detail as it is what we would implement next in the setup of the LCOO Jira Tracking instance.
	4. Agreed that finalizing the process should be a conversation in Slack in the Roadmap channel: <https://lcoo.slack.com/messages/roadmap/> .
4. Proposal to bring AT&T (or other companies) Operational Teams in to present User Stories - Cecilia Comeaux  - Decision: Will be subsumed into Roadmap Functional Specialty Teams  - Operations
5. Introduce Survey Questions: Megan, Jonathan, Andy
	1. <https://etherpad.openstack.org/p/LCOO_Roadmap_Survey>
	2. Agreed to finalize the questions by +1 vote in the etherpad above. Proposed by next week we can start working on the survey tool.

## Next Session

Next coordination session: Thursday 12/15 0400 UTC which is 11/16 8PM US PT, 11PM ET, 5AM CET, 9:30 AM India, 12PM China, 1PM Japan

## Action Items

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| 1 | From Section 1.1.14 and 1.1.– AT&T (and others) to gather Logging and Telemetry User Stories by early January. On her return (January 2017) Malini will lead summary session. | All |
| 4 | General Section 1 – each team to follow-up on the proposed work items of other companies to decide if it applies to there team. Partial answer is if interested and wanting t be included, full answer is who from your staff would have time to work on it during Ocata. | All |
| 5 | From 1.8.5.1 Schedule a call where Walmart can give quick intro to Craton, Watcher, Galaxy | Megan |
| 6 | Finalize Ocata scope items: post meeting Jamey set up Etherpad at: <https://etherpad.openstack.org/p/LCOO-OcataScopeTracker> | All |
| 7 | Finalize Roadmap Process Flow – Conversation started in Slack at: <https://lcoo.slack.com/messages/roadmap/> . | All |
| 8 | +1 to finalize survey questions – Etherpad at: <https://etherpad.openstack.org/p/LCOO_Roadmap_Survey>  | All |