

1st Detector-1 WG Conveners Meeting

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Meeting Goal:

Facilitate direct communication

You to us:

- Challenges you are facing and we can help with
- General feedback on how you feel the process is progressing

Us to you:

- Information from discussions withing leadership and/or with project, that is important for your work
- Observations we make on the WG discussion / progress that require discussion

You to each others:

- Forum for WG conveners to discuss with each other on aspects that are common to all (e.g. simulations etc.)

Fostering Direct & Open Communication

- Thank you for serving the committee by leading the new WGs !
- This (standing) bi-weekly meeting is a forum for us to discuss directly and openly:
 - Strive to develop a bottom up organization, where every level feels empowered to solve problems → Want you to bring difficult, complicated issues to discussion.
 - Willing and able to work with you in a constructive manner on any and all issues.
 - Acknowledge this first meeting was scheduled at very short notice, especially given the DIS meeting, and appreciate your understanding as we 'get into the roll' of these recurring meetings.
- We can also discuss more directly, e.g. by email / dedicated meetings, anytime.
- Unless preferable to address a specific leadership member, to help information flow, it is best to email all five at once.

Need Your Help Building a Forward-Facing Community

- While formal collaboration formation process is ongoing, we already moved beyond ECCE / ATHENA. **We are now Detector-1.**
- Our **goal** is to evolve the reference design **to produce the best possible EIC detector, within practical limitations** of geometry, cost, risk etc.
- **We are forward facing!** Our goal is to develop Detector-1. We are starting from, but not focusing on, the proto-collaborations designs.

We encourage moderating discussions that do not follow this spirit.

Need to solve meeting overlaps

	8.00am	8.30am	9.00am	9.30am	10.00am	10.30am	11.00am	11.30am	12.00pm	12.30pm	1.00pm	1.30pm	2.00pm	2.30pm	3.00pm	3.30pm
Monday	Cal-conveners		GD/I						inclusive						BSM/EW	
							ToF-PID									
Tuesday		detector-1-sc					PM & detector-1-sc							DAQ/el/r-o		
Wednesday	comp/SW						dRICH simulation (periodicity?)									
Thursday		DAQ/el/r-o				calorimeter				jets & HF				software/QA		
Friday		Cherenkov-PID		general bi-weekly/convener (alternated)												
							tracking									

Challenging time for foreign / east coast colleagues

Overlap

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Summary of discussion:

- Figuring out the meeting schedule is a challenging, iterative, process. We are close to converging and ensuring no overlaps between meetings.
- Cal-conveners is only for the conveners, so not an issue scheduling wise.
- Need to solve inclusive-TOF overlap
- Jats&HF – Software&QA overlap is less problematic as Jats&HF typically keep to 1hr (although marked 1.5hr in the calendar).
- General bi-weekly/convener meeting can be 2hr and not 3hr.
- Need to find a new time for tracking.

Challenging time for foreign / east coast colleagues

Overlap

You To Us

Discussion points:

- Are there questions about the charges?
- Any specific discussion items that came out of the kickoff meetings?
- Will it help to setup a WG mailing list? (suggestion by TOF conveners)
- Other questions to us?

You To Us

Discussion points:

- Are there questions about the charges?
 - Software to be used:
 - Full strategy will be defined before July EICUG meeting.
 - Until then we're supporting both Fun4ALL and DD4HEP.
 - Need to better define a timeline. When do the different 'asks' in the charge need to converge.
- Any specific discussion items that came out of the kickoff meetings?
 - Need a chat (slack / mattermost) (!). SW&C WG agrees to survey the features we need for this service to be most effective for us. Should check with JLab/BNL on what they offer support for.
 - Do we need, at this stage, a supplement for document management for indico such as docdb / Zenodo?
- Will it help to setup a WG mailing list? (suggestion by TOF conveners)
 - Setup web page with all the information
 - Setup an email that forwards to all conveners
- Other questions to us?
 - Minuet keeping for meeting summary (e.g. googledrive).
 - Should we have a shared google drive so all documents / other files are properly archived. CERNbox?
 - Simulations WG asking for contact from each working group.

You To Each Other

Questions to specific working group that are of interest to everyone?
e.g. simulations

Discussion focused around Simulations&QA WG slides