# MEETING INFORMATION

**Date:** 2017-01-23

**Location:** SPINKS 371

**Time start:** 4:30 PM

**Time end:** ~5:30 PM

**Attendees:**

* Janelle
* Heramb
* Jack
* Sylvia
* Kevin
* Brianne
* Mackenzie
* Brady
* Ix
* Kyle

## Purpose of Meeting:

To examine the state of the build and frameworks for the project so far, and identify issues to setting them up properly, and to discuss the infrastructure presentation.

## Agenda Items:

* Communication from Luxsonic
  + Client meeting on the 29th
  + RUH Radiology Department tour
* Document progress from the last week:
  + Style guide
  + Requirements document debriefing
  + Wiki
* Schedule updates:
  + Moved the milestones for Design doc and Testing plan
* Build infrastructure discussion
  + Ix explains cloud build process
  + Setting up the repository and other frameworks
  + What is left to do
  + Sylvia explains the Wiki
    - Tasks
* Infrastructure Presentation
  + Do we have any new information on this?
    - What’s the plan if we don’t get any information on it?
    - Presenters, content and slides
* Requirements document inspection
  + When and where
  + Who should attend?
* Risk analysis – status update
  + Anything needed?
* Any other questions, concerns, or topics?

## Discussion

* Osgood
  + No response about Wiki or Infrastructure presentation
* Luxonic
  + Taking requirements to Mike for the meeting on the 29th
  + Late afternoon, no earlier than 3, maybe 4?
  + RUH
    - Weekday evening or afternoon sometime
  + Talk more about seats for license
* Meetings
  + Thumbs up or down in Slack
* Requirements Doc
  + All done, some formatting left
* Style guide
  + Done, listed changes
* Design
  + Would like to talk about architecture
  + Mackenzie will start this possible this week
* Moved due dates down because no confirmation on hardware/etc
* Cloud build
  + Set up with repos, bitbucket, git,
  + Can be manually set to build and automatically based off changes
  + Notifications for when it is cued, sent to the builder, succeeded/failed, cancelled
  + Can see a log of everything that happened (warnings, errors, etc)
  + If fails a build, will throw that into the chat
  + Access to admin side, lead tester/dev, Janelle, Ix (unity accounts)
  + Keeps track of how long it takes/ how big, can download
  + Visual studio has automatic styling
* Risk analysis
  + Did everyone send their stuff
  + Going good
* Architecture: independent components

## Action Items

Everyone:

* Add viewing privileges to cloud build for TAs
* Send Ix your GIT username
* Saturday, January 28th – Requirements inspection

Ix:

* Write build policy
* Make user unity account for observing, will need email though

Presentation:

* Heramb backup
* Ix about cloud build
* Evan about framework
* Coordinate times on slack

Brady:

* Put up first inspection analysis

## Next Meeting:

Tuesday, January 24 – Infrastructure presentation

Sunday, January 29 – meeting with Luxsonic