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|  | [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov) : Remove names of nominees from public view (submitter can only see their submissions) | Completed | As of 04/18/25, modified display permissions so the app user can only see their own submissions. App admins can view everything. |
|  | [@Everyone](https://teams.microsoft.com/l/meetup-join/19%3ameeting_N2E5NTVjYWUtOTFlNC00OTYyLWI2NWQtYzdkZWRkYjQ1N2Uw%40thread.v2/0?context=%7b%22Tid%22%3a%22e95f1b23-abaf-45ee-821d-b7ab251ab3bf%22%2c%22Oid%22%3a%22116d0878-750f-41d9-b0f2-871fd200484d%22%7d) : Which specific award is the nomination for? | Completed | * By 04/28/25, finished added initial screening question allowing for:   + Only questions relevant to the identified award to be asked, via showing/hiding unnecessary question   + If the user is unsure which specific award they want to submit, then the in-app algorithm will display more detailed questions and prompts to help the user create the most useful answers * On 05/05/25, completed new hidden layers to app that are customized for each award type based on initial screening question * As of 05/07/25, still working on debugging the new additions and algorithm and polishing the display. Anticipate completion by next week’s meeting. * As of 05/20/25, completed |
|  | [@Franche, Chad C. (HIN)](mailto:Darius.Franche@va.gov) : Do we consider notifying the submitter that the nomination is general and that the type of award (if any) is determined by the triage team? To reduce potential confusion. | Resolved | Comment resolved via solution to “Which specific award is the nomination for?” line item ([listed above](#AwardDeliniation)). |
|  | [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov) : Nomination choices allowing for either a “Group/Team” selection or “individual employee” selection | Postponed | Requested on 04/09/25 meeting. Discussion identified the concept is technically possible & feasible, but is postponed until after roll-out publication. To be included in “Version 1.5”. Anticipated completion unspecified. |
|  | [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov) : End page tabs | Resolved | n/a |
|  | [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov) : Love the help page | Resolved | n/a |
|  | [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov) : Triage team that receives the submission has ability to simultaneously forward a packet to multiple teams at once (i.e. nomination is ideal for both a Safety Story & a Daisy award) | Postponed | Requested on 04/02/25 meeting. Discussion identified the concept is technically possible & feasible, but de-prioritized & postponed until after roll-out publication. To be included in “Version 2”. Anticipated completion unspecified. |
|  | [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov) : Get to 1st page to submit another nomination | Completed | Completed by 04/30/25: Upon the application’s initially opening, the user is taken right to “Page #1” to begin a new submission without extra clicks/redirects. After a user completes & submits an award, the application takes them back to the “View Submissions” screen to either begin another packet or review their past submissions. User can also navigate backwards to the “View Submissions” screen manually without completing a new packet. |
|  | [@Majors, Tuesday A.](mailto:Tuesday.Majors@va.gov) / Safety Team: Safety Boolean response triggers JPSR/formal safety reporting system. Three main options available for possible inclusion upon the user saying “YES” to patient safety event question:   * Application asks the user a few follow-up questions at the end to kindly prompt them to initiate a JPSR * Ai Chatbot sends informal Teams chat message to user, asking them to kindly initiate a JPSR (possibly one-way request to user, or question & answer interaction) * Automated email is sent to user, asking them to kindly initiate a formal JPSR (perhaps including instructions/tutorial?) | Complete | * On 04/18/25, added Patient Safety YES/NO simple question. * On 04/29/25, finished programing algorithm for a “YES” response to trigger a JPSR system and prompt app user to complete a formal safety report. * During 04/30/25 meeting, key stakeholders requested change to soften the app’s requesting language presented and mandatory JPSR trigger. Presented with three options (in-app prompts, Ai Chatbot, after-action emails), and group decided to pursue the Ai Chatbot solution. * On 05/01/25, finished debugging in-app additions and changes. Starting work on Ai Chatbot * As of 05/07/25, working on Ai Chatbot (approx. 25% complete) * As of 05/20/25, working on Ai Chatbot (approx. 75% complete) * As of 05/28/25, Ai Chatbot built & starting testing phase (approx. 90% complete) |
|  | [@Coder, Kyle J.](mailto:Kyle.Coder@va.gov) : Back button to return to previous pop-up, versus current start-over | Completed | During 04/30/25 meeting, stakeholder group requested alterations to button routing.  Completed 05/01/25. |
|  | [@Everyone](https://teams.microsoft.com/l/meetup-join/19%3ameeting_N2E5NTVjYWUtOTFlNC00OTYyLWI2NWQtYzdkZWRkYjQ1N2Uw%40thread.v2/0?context=%7b%22Tid%22%3a%22e95f1b23-abaf-45ee-821d-b7ab251ab3bf%22%2c%22Oid%22%3a%22116d0878-750f-41d9-b0f2-871fd200484d%22%7d) : Initial into question to directly target the specific award users want, instead of the algorithmic prompts that require more clicks and answers | Resolved | Comment resolved via solution to “Which specific award is the nomination for?” line item ([listed above](#AwardDeliniation)). |
|  | [@Coder, Kyle J.](mailto:Kyle.Coder@va.gov) : Confirm with Nursing Team that Daisy & Bee are supposed to be able to be submitted by *both* external (Veterans/Visitors) & internal (staff) groups, and also that:   * The nominees for the Daisy award are targeted toward NPs/RNs/LPNs/CRNAs * The nominees for the Bee award are targeted toward CNAs/Nas/Health Techs/Med Techs | Resolved | * Requested clarifying details from Nursing stakeholders during 04/09/25 meeting, but postponed due to nursing staff availability. * Completed 04/16/25, during project stakeholder meeting with [@Richmond, Kimberly](mailto:Kimberley.Richmond@va.gov). |
|  | [@Coder, Kyle J.](mailto:Kyle.Coder@va.gov) : Post-approval automation potentials: Nominee notifications, award certificate printing, Service Chief/Supervisor notification of subordinate employee nominees, etc. | Resolved | On 04/09/25 meeting, presented hypothetical future state solutions that might be worth inclusion in app. Stakeholder group interested, but deprioritized and postponed development/inclusion with no implementation plan or projected completion timeline. |
|  | [@Persky, Irena](mailto:Irena.Persky@va.gov) : WOW! Tab re-directs to the already developed WOW! Platform | Resolved | On 04/28/25, completed re-programing in-app tabs/buttons to open the existing WOW! platform |
|  | [@Capulong, Manuelissa](mailto:Manuelissa.Capulong@va.gov) : Chat box for JPSR submission encouragement (find a way to make it not come off punitive to person submitting) | Resolved | Comment resolved via solution to “Safety Boolean response triggers JPSR/formal safety reporting system” line item ([listed above](#SafetyBoolean)). |
|  | [@Richmond, Kimberly](mailto:Kimberley.Richmond@va.gov) : Pre-fill Daisy Award Nomination Form after info given through app and send to Nursing Award sub-committee points of contact | In progress | * On 04/30/25 meeting, request put forth by Nursing stakeholders. * On 05/01/25, briefly began proof-of-concept programing/testing to evaluate feasibility & requirements to plan implementation path. * As of 05/07/25 meeting, continuing to work on developing solution to request. |
|  | [@Coder, Kyle J.](mailto:Kyle.Coder@va.gov) : Develop QR code for non-VA employees to fill in similar questions to submit via Survey Monkey   * Check on the privacy/data sharing concerns related to SurveyMonkey * Evaluate the specific SurveyMonkey technical limitations/connections | In progress | * On 04/09/25 meeting, presented to stakeholders on concept of possible inclusion. Identified need to meet with [@Moeller, Matthew C.](mailto:Matthew.Moeller@va.gov) offline to experiment with external limitations. * On 04/16/25 meeting, Public Affairs stakeholders not available to discuss, de-prioritized completion until after initial app publication, anticipated for inclusion in “Version 1.5”. * During 04/30/25 meeting, re-visited topic with Public Affairs stakeholders to confirm need to meet offline. * As of 05/07/25 meeting, meeting with Public Affairs has not yet occurred but other project components are prioritized for completion first, during interim planning stage. |
|  | [@Capulong, Manuelissa](mailto:Manuelissa.Capulong@va.gov) : Spelling errors within application | Completed | Completed 05/07/25 meeting. |
|  | [@Coder, Kyle J.](mailto:Kyle.Coder@va.gov) : Updates created hundreds of application bugs & errors overnight on both the app’s user interface & hidden automation programing | Completed | * On 05/06/25, roughly 531 code errors manifested overnight following corrections to parallel system and software update. Aggressively working to fix the issues line-by-line to return to stable state, optimistically anticipating completion on 05/08/25. * Completed 05/09/2025 |
|  | [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov): Change “I\*CARE Award” references back to “Starfish Award” | Completed | * Received change order via comments document from June 12th from [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov). * Completed 06/17/2025. |
|  | [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov): Remove the “Select a specific time” boxes within all screens” | Completed | * Received change order via comments document from June 12th from [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov). * Completed 06/18/2025. |
|  | [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov) : Change language on “Patient Safety” boolean popups to make softer prompt & alter the JPSR page functions | Completed | * Received change order via comments document from June 12th from [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov). * Changed basic language & GUI on 06/17/2025. * Built new subordinate popup that provides preparatory information prior to JPSR window opening with opt-out on 06/19/2025. * Fixed popup variables/errors found during testing of new feature * Completed testing & published updated app version 06/24/2025 |
|  | [@Moeller, Matthew C.](mailto:Matthew.Moeller@va.gov): Modify the “Hines Hero” language and routing to include “Hines Happenings” packages simultaneously | Completed | * Received change order via comments document from June 12th from [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov). * Changed feature languages & GUI on 06/23/2025. * Completed 06/24/2025 |
|  | [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov) & [@Moeller, Matthew C.](mailto:Matthew.Moeller@va.gov): Alter the “Choose an award” dropdown popups on all screens to improve GUI and wording around “More Info” buttons | Completed | * Received change order via comments document from June 12th from [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov). * Changed feature languages & GUI on 06/26/2025. * Altered new feature’s functions and underlying code 06/27/2025 * Testing and updates completed 06/30/2025 |
|  | [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov) & [@Moeller, Matthew C.](mailto:Matthew.Moeller@va.gov): Alter the “Choose an award” dropdown popups on all screens to alter YES/NO button visibilities | Completed | * Received change order via comments document from June 12th from [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov). * Changed feature languages & GUI on 06/26/2025. * Altered new feature’s functions and underlying code 06/27/2025 * Testing and updates completed 06/30/2025 |
|  | [@Moeller, Matthew C.](mailto:Matthew.Moeller@va.gov): Change “Additional Info” wording on all screens to simplify | Completed | * Received change order via comments document from June 12th from [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov). * Completed changing identified wording & GUI on 06/30/2025 |
|  | [@Moeller, Matthew C.](mailto:Matthew.Moeller@va.gov): Spelling/grammar errors with final form review screen views | Completed | * Received change order via comments document from June 12th from [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov). * Completed corrections to identified spelling/grammar errors on 06/30/2025. |
|  | [@Moeller, Matthew C.](mailto:Matthew.Moeller@va.gov): Found bug with item labels displaying default SharePoint value | Completed | * Received change order via comments document from June 12th from [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov). * Completed corrections to identified spelling/grammar errors on 06/30/2025. |
|  | [@Moeller, Matthew C.](mailto:Matthew.Moeller@va.gov): Prior to final form submissions, add a new larger/prompt to “Review Prior To Submission” ability to all screens | Completed | * Received change order via comments document from June 12th from [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov). * Added new feature & GUI on 06/30/2025. * Troubleshooting new features completed 07/01/2025 * Updates completed 07/02/2025, new version published |
|  | [@Moeller, Matthew C.](mailto:Matthew.Moeller@va.gov): Remove instances of redundant “Select the most appropriate” instruction blocks | Completed | * Received change order via comments document from June 12th from [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov). * Removed all instances from entire app on 06/28/2025. * Talked to [@Moeller, Matthew C.](mailto:Matthew.Moeller@va.gov) on 07/01/2025 about change order, decided to re-add two specific occasions that are relevant to specific popups * Completed re-adding the GUI features back into app on 07/02/2025. * Troubleshooting re-added feature on 07/03/2025 * Updates completed 07/02/2025, new version published |
|  | [@Coder, Kyle J.](mailto:Kyle.Coder@va.gov): Final draft of completed presented to primary key-stakeholder ([@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov)) for pre-approval | Completed | * Met with [@Conway, Christina (HIN)](mailto:Christina.Conway@va.gov) on 07/01/2025 for review of change orders & to give extensive published state demonstration. * Pre-approval received, instructed to send a voting-enabled email to the project’s sub-committee to solicit “Approve/Reject” consensus for publishing to entire Hines employee staff. * Email sent to sub-committee on 07/02/2025, with assigned voting deadline of 07/07/2025. * Awaiting deadline fulfillment to count total sub-committee approval or comments. |