*CAaRRAY/CAintegrator*

Meeting Minutes

Meeting Date: 01/08/2013

Meeting Location: Online/Remote

Approval: DRAFT

Recorded By: Rashmi Srinivasa

# Attendance

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Title** | **Organization** | **Present** |
| Juli Klemm |  | NCI | Y |
| Mervi Heiskanen |  | NCI | Y |
| Ishwar Chandramouliswaran |  | NCI |  |
| JJ Pan |  | NCI | Y |
| Jill Hadfield |  | NCI | Y |
| Xiaopeng Bian |  | NCI |  |
| Ulli Wagner |  | SAIC-F | Y |
| Larry Brem |  | SAIC-F |  |
| Sree Nampally |  | SAIC-F |  |
| Rashmi Srinivasa |  | 5AM | Y |
| Will Fitzhugh |  | 5AM |  |
| Abe Evans |  | 5AM | Y |
| Jacob Mensah |  | TerpSys |  |
| Cuong Nguyen |  | TerpSys | Y |
| Brian Hughes |  | TerpSys |  |
| Yeon Choi |  | TerpSys |  |
| Henry Schaefer |  | ESAC |  |
| Marina Omelchenko |  | ESAC |  |
| Shine Jacob |  | ESAC | Y |

# Meeting Location

Building: N/A

Conference Room: N/A

Conference Line: 1-800-366-7242 pc: 75 811 08

Web Address: <https://cbiit.webex.com/cbiit/j.php?J=730765804&PW=NM2M0NTEwNjc0>

Meeting Number: 730 765 804

Meeting Password: caA\_caI

# Meeting Start

Meeting Schedule Start: 2:00pm

Meeting Actual Start:

# Agenda

* OSDI Status:
  + Startup: Previous Author List, Project Checklists, Project Kick-Off: Complete.
  + Accounts and Access to NCIP on GitHub: Complete.
  + Freeze svn repo and generate local copy: Complete.
  + Push local copy to GitHub: Not Started.
  + Change license/copyright text: Not Started.
  + Split software from documentation: Not Started.
* Project Management Artifacts:
  + Project Management Plan in EPLC format: Complete.
  + Project Plans updated with Section 508 and CSM upgrade: Complete.
* caIntegrator Patch Release (1.4.0.1):
  + Appscan on QA tier – Ongoing (request sent on Oct 31)
* TRANSCEND Support:
  + caIntegrator JBoss hardening issues: Being Investigated.
  + caArray data import and permissions questions: Meeting scheduled for Thursday - Jan 10.

# Meeting End

# Meeting Schedule End: 3:00pm

Meeting Actual End: 2:40pm

# Action Items

|  |  |  |  |
| --- | --- | --- | --- |
| **Action** | **Assigned To** | **Deadline** | **Status** |
| Checklist for OSDI kick-off | Shine/Rashmi | 01/04/2013 | Complete |
| Include CSM/UPT upgrade on the Project Plan for release 1 | Shine/Rashmi | 01/04/2013 | Complete |
| PMP in EPLC format | Shine/Rashmi | 01/04/2013 | Complete |
| ‘508 compliance by 5/13’ on the project plan | Shine/Rashmi | 01/04/2013 | Complete |
| Shady Grove move Orientation | Team | 01/09/2013  (Make-up date Jan 16) | Not Started |
| Discuss caArray Data Migration to File System | JJ Pan (with Juli Klemm and Yeon Choi) |  | Not Started |
| Work with QA and Systems teams on estimates/project plan. | Rashmi/Shine |  | Not Started |
| TRANSCEND Support (caIntegrator Jboss problems and caArray usage questions) | Abe/Shine/Rashmi |  | In Progress |

# Decisions Made

# Next Meeting

Next Meeting: Online; 1/15/2013 2:00PM-3:00PM