*CAaRRAY/CAintegrator*

Meeting Minutes

Meeting Date: 01/22/2013

Meeting Location: Online/Remote

Approval: DRAFT

Recorded By: Shine Jacob

# 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 |  |
| Will Fitzhugh |  | 5AM |  |
| Abe Evans |  | 5AM |  |
| Jacob Mensah |  | TerpSys |  |
| Cuong Nguyen |  | TerpSys | Y |
| Brian Hughes |  | TerpSys | Y |
| Yeon Choi |  | TerpSys |  |
| Henry Schaefer |  | ESAC |  |
| Marina Omelchenko |  | ESAC | Y |
| 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: 2:00pm

# Agenda

* OSDI Status:
  + Push local copy to GitHub: Complete.
    - Cleaned up unused branches and tags to simplify the move/update
    - Changed name from caArray2 to caArray
    - Looking into changing name from caIntegrator2 to caIntegrator
  + Change license/copyright: Complete.
  + Build changes: In Progress.
  + Updating AHP builds: Will need the Systems team's help early next week. ***Juli to discuss this with Robert/Doug. Dev team to put tickets for support.***
* caIntegrator Release Plan:
  + Plan is to complete OSDI, fix appscan issues and get Section 508 compliance score up to 100% in the next release.
  + Risk: 3 appscans, each with a 4-week estimate, poses a risk to the May 13 date for Section 508 compliance.
  + Need to discuss if 100% 508 compliance can be achieved without code change (manually).
  + Context-sensitive help links: added to the release plan.
  + ***Look at options like (a) If Clint’s team can help with 508 compliance manual fix (b) Have Appscan completed for a limited scope(c) Look at the Appscan queue to determine other applications that are running – to see if the release can be made before May 13th 2013.***
* User Support:
  + TRANSCEND: caIntegrator walkthrough and further caArray import help: Met Tabitha Guzman twice last week, and will be scheduling a meeting for this week.
  + Garvan Institute: Looking into a liquibase update problem.
* Shady Grove logistics: NIH network access issues - If svn and Dev/QA tiers are available, this should not be a risk, but the team is confirming.
* Update from Systems team: None
* Update from Documentation team: None

# Meeting End

# Meeting Schedule End: 3:00pm

Meeting Actual End:

# Action Items

|  |  |  |  |
| --- | --- | --- | --- |
| **Action** | **Assigned To** | **Target Date** | **Status** |
| Work with QA and Systems teams on estimates/project plan. | Rashmi/Shine |  | In Progress |
| Contact previous authors and find out if they need any private branches retained in GitHub. | Sree/Larry |  | Not Started |
| Look into changing names from caArray2/caIntegrator2 to caArray/caIntegrator | Winston/Abe |  | Complete (caArray);  In Progress (caInt) |
| Put in a request to Clint's team to archive caintegrator-info.nci.nih.gov. | Ulli |  | In Progress |
| Support from System team for OSDI | Juli (to discuss with Robert/Doug) |  | Not Started |
| Options to make 100% 508 compliance for caIntegrator | Shine |  | Not Started |
| Additional Meeting with UCSF/Tabitha | Rashmi |  | Not Started |

# Decisions Made

# Next Meeting

Next Meeting: Online; 1/29/2013 2:00PM-3:00PM