*CAaRRAY/CAintegrator*

Meeting Minutes

Meeting Date: 02/05/2013

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 |  |
| 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 |  |
| Jacob Mensah |  | TerpSys | Y |
| Cuong Nguyen |  | TerpSys |  |
| 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:
  + Migration Summary Reports: Complete.
  + Training the full team (QA and PMs) on GitHub: Complete.
  + Updating AHP builds: On hold due to ongoing discussions among Juli, JJ and Doug Hosier about Systems team support. This is a risk since future code changes will happen on GitHub and we will not be able to test on the Dev/QA tiers. (The QA team is scheduled to start regression testing the next release on the QA tier on March 12.)
* Ongoing Development:
  + Section 508 compliance scan was run on the latest caArray code. 4 sections to be addressed.
* User Support:
  + TRANSCEND: Helped Tabitha Guzman with data matrix file. Two issues remain: **1.** They still have all 3 applications on the same server. Ed has been increasing the memory on that box, but the application (caArray) is still going down periodically. Is there any way to make them install caArray and caIntegrator on different servers?  
    **2.** They seem to have set the session timeout value on the caIntegrator app server to a low amount, so Tabitha's session keeps timing out. This may have been part of the "server hardening" that Ed Bean did.  
      
    The above issues are not application issues, so there is little our team can do about them. The first one is blocking Tabitha from proceeding with the full testing. Rashmi will attend Wednesday's TRANSCEND meeting to discuss.
  + Garvan Institute: Helped them with a port conflict problem.
* Update from Systems team: None.
* Update from Documentation team: None.

# Meeting End

# Meeting Schedule End: 3:00pm

Meeting Actual End: 2:30pm

# Action Items

|  |  |  |  |
| --- | --- | --- | --- |
| **Action** | **Assigned To** | **Date Created** | **Status** |
| 63. Work with QA and Systems teams on estimates/project plan. | Rashmi/Shine |  | Complete (caArray);  In Progress (caInt) |
| 65. Contact previous authors and find out if they need any private branches retained in GitHub. | Sree/Larry |  | Complete |
| 67. Put in a request to Clint's team to archive caintegrator-info.nci.nih.gov. | Ulli |  | In Progress |
| 70. Support from System team for OSDI | Juli (to discuss with Robert/Doug) |  | In Progress |
| 71. Options to make 100% 508 compliance for caIntegrator without code changes | Shine |  | In Progress |
| 72. Follow up with Kevin Burns on Agendia (Tina's) request for a caArray account. They already have guest credentials to the STAGE tier. | Brian Hughes | 1/29/2013 | Complete |
| 73. Update QA projections and Deployment schedule | Rashmi | 2/5/2013 | Not Started |

# Decisions Made

# Next Meeting

Next Meeting: Online; 2/12/2013 2:00PM-3:00PM