*CAaRRAY/CAintegrator*

Meeting Minutes

Meeting Date: 06/11/2013

Meeting Location: Online/Remote

Approval:

Recorded By: Michael Hunter

# Attendance

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Title** | **Organization** | **Present** |
| Abe Evans-El |  | 5AM |  |
| Brian Hughes |  | Terpsys |  |
| Cuong Nguyen |  | Terpsys |  |
| Don Swan |  | Terpsys |  |
| Henry Schaefer |  | ESAC |  |
| Ishwar Chandramouliswaran |  | NCI |  |
| Jacob Mensah |  | Terpsys |  |
| Jill Hadfield |  | NCI |  |
| JJ Pan |  | NCI |  |
| Juli Klemm |  | NCI |  |
| Larry Brem |  | SAIC-F |  |
| Marina Omelchenko |  | ESAC |  |
| Mervi Heiskanen |  | NCI |  |
| Mike Hunter |  | 5AM |  |
| Sarah Elkins |  | TerpSys |  |
| Shine Jacob |  | ESAC |  |
| Sudha Chudamani |  | SAIC-F |  |
| Ulli Wagner |  | SAIC-F |  |
| Xiaopeng Bian |  | NCI |  |
| Yeon Choi |  | TerpSys |  |

# Meeting Location

Building: N/A

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

Web Address: <https://cbiit.webex.com/cbiit/j.php?ED=212705637&UID=1338641927&PW=NNjhmYWEzOGQ0&RT=MiMxMQ%3D%3D>

Meeting Number: 739 041 806

Meeting Password: caA\_caI

# Meeting Start

Meeting Schedule Start: 2:00 pm

Meeting Actual Start: 2:0X pm

# Agenda

* Ongoing Development:
  + caArray:
    - 2.5.1 RC2
      * Marina confirmed the fix for the issues with splitting large imports with no MAGE-TAB file included.
      * The Security team has been notified that they may proceed with the appscan ([TASKMGT-5914](https://system-requests-test.nci.nih.gov:7443/jira/browse/TASKMGT-5914)) when ready.
        + 24th on the Queue, with 2 active ahead.
    - For the [current iteration](https://wiki.nci.nih.gov/pages/viewpage.action?pageId=133267636):
      * Winston confirmed that the 2.5.1 installer will upgrade the DB appropriately, so he removed the build target for the upgrader after confirming that the documentation does not refer to the upgrader.
      * This week Winston will:
        + Investigate/plan the CSM/UPT upgrade
        + Investigate/plan the move from the DB to the file system
    - 2.5.2 Release
      * Focus on C&A review
        + Prior documentation

Following Maki’s tip, JJ located the documentation she received on the shared drive: \\ncifs-p089.nci.nih.gov > NCICB > caArray > caArray-FISMA\_security

Maki noted that the documentation was partial, so she recommends we contact the original C&A subcontractor or the Systems Team to obtain the full documentation. Initial thoughts?

* + - * + Confirm the FISMA POAM items in Jira

Maki confirmed that the issues Juli identified stem from the C&A findings.

Mike will start mapping the documentation to the items in Jira to get more specificity around the requirements.

* + caIntegrator:
    - QA Testing
      * Deployed 1.4.1 RC2 last week.
      * 102/109 regression tests completed.
        + Remaining: SSO tests, Installation tests, and a small number of functional tests.
        + Marina expects to complete testing on the QA tier in the next day or two.
        + The appscan has been requested and will be run after Marina finishes testing on the QA tier.
      * Testing the new issues from the release notes completed successfully.
    - Mike completed the automated portion of the Section 508 scan last week. The remaining manual checks will be completed by June 18th.
    - The [current iteration](https://wiki.nci.nih.gov/display/caIntegrator/v1.5+-+Iteration+1) focuses on performance improvements and testing under load.
* User Support:
* Systems:
* Documentation:
  + Release notes – where should they be hosted?
    - Currently the release notes link leads to a GForge page that is not supported anymore: https://gforge.nci.nih.gov/frs/shownotes.php?release\_id=4343
  + “Data Submitters Quick Start Guide”
    - Due to illness last week, Mike deferred reviewing the videos developed by the Molecular Analysis Tools Knowledge Center (MAT KC) that describe how to submit data. It’s back on his list for this week.
* Update from App Support:

# Meeting End

# Meeting Schedule End: 3:00 pm

Meeting Actual End: pm

# Action Items

The latest state of all action items is always available here: <https://github.com/NCIP/caarray-docs/blob/master/project_management/caArray_caIntegrator_Action_Items.xlsx>

|  |  |  |  |
| --- | --- | --- | --- |
| **Action** | **Assigned To** | **Date Created** | **Status** |
| 27. Get sample data files from Sarah Davis/TRANSCEND team. | Eve Shalley | 1/24/2012 | On Hold (I-SPY2 data not yet available) |
| 82. Hold a meeting with Jacob Shine, Juli Klemm, Ulli Wagner, and JJ Pan to plan the caArray 2.5.2 release and the caIntegrator 1.4.2 release. | Mike Hunter | 5/14/2013 | In Progress |
| 83. Run Section 508 scan on caIntegrator QA Tier. | Mike Hunter | 5/14/2013 | In Progress |
| 88. Schedule meeting with Eve and Tabitha to discuss performance and usability. | Mike Hunter | 5/28/2013 | In Progress |
| 90. Review the MAT KC videos related to data submission (links provided by Jill). | Mike Hunter | 5/28/2013 | In Progress |
| 91. Provide Eve Shalley a summary of the changes in the next releases of caArray and caIntegrator | Mike Hunter | 5/30/2013 | Complete |
| 92. Discuss the documentation update process | Mike Hunter / Jill Hadfield | 6/4/2013 | Assigned |
| 93. Find the past FISMA documentation and confirm the tracker issues | Mike Hunter | 6/4/2013 | In Progress |
| 94. Add a %FTE column to the project plans and populate it going forward | Mike Hunter / Shine Jacob | 6/4/2013 | Assigned |

# Decisions Made

# Next Meeting

Next Meeting: Online; 6/18/2013 2:00PM-3:00PM