|  |  |
| --- | --- |
| VA Logo | **VHA OIA Innovation**  **Increase Enrollment in My HealtheVet**  *Weekly Sprint Meeting Minutes* |

**Date**: December 15, 2014

**Dial-In**: Lync Meeting

**Meeting Lead:** Joy Forester

**Time**: 12:30 PM – 1:30 PM EST

**Access** **Code:** n/a

**Facilitator/Scribe**: Joy Forester

**Invitees:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name** | **Role** | **Organization** |
| x | Bill Frey | Test Engineer | HP Enterprise Services |
| x | Brian Stevenson | VA PM-COR | VHA OIA Innovations |
|  | Danielle Krakora | Lead Innovator | Cleveland VAMC |
| x | James Harris | M/VistA Developer | HP Enterprise Services |
| x | Joy Forester | Program/Project Mgr | HP Enterprise Services |
| x | Terri Ruggerie | MHV Coordinator | VISN 10 Ohio |
| x | Shaun Price | UFT Tester/Reg clerk | Cincinnati VAMC |
| x | John Koeth | UFT Tester/Reg clerk | Cleveland VAMC |

**Discussion:**

|  |  |
| --- | --- |
| **Project Management** | **Presenter: Joy Forester** |
| * High Level Schedule:   + Sprint 0 Planning & Environment Setup 8/18/2014 – 9/**5**/2014   + Sprint 1 Prototype Development 9/08/2014 – 10/3/2014   + Sprint 2 Prototype Development 10/6/2014 – 10/31/2014   + Sprint 3 Prototype Development 11/3/2014 – 11/28/2014   + **Sprint 4 Formal User Functional Testing 12/1/2014 – 12/26/2014**   + Sprint 5 Correct Deficiencies/Final Changes 1/19/2014 – 2/06/2014 * We are on 3rd week of Sprint 4 – UFT which ends on Friday 12/26**;** 1 major holiday – Christmas * Dev team decided to forego daily scrum meetings during UFT since there are no development activities during this sprint, only UFT support. | |
| **Prototype Development & Testing** | **Presenter: James Harris** |
| * UFT Testers are using the Testing Manual to perform user functional testing this week.   + Shaun Price @ Cincinnati VAMC   + John Koeth @ Cleveland VAMC     Test Case #1 – (1) Add/Display VistA alert for MHV Enrollment  Test Case #2 – VistA MHV Socialization Option\_1  Test Case #3 – VistA MHV Enrollment Socialization Option\_2  Test Case #4 – VistA MHV Enrollment Socialization Option\_3  Test Case #5 – VistA MHV Enrollment Socialization Option\_4  Test Case #6 – VistA MHV Enrollment Socialization Option\_5\_Choice\_b  Test Case #7 – VistA MHV Enrollment Socialization Option\_5\_Choice\_a  Test Case #8 – VistA MHV Enrollment Socialization Option\_6  Test Case #9 – Enrollment Fields Status – Display + “Enrolled” Status Update  Test Case #10 – Enrollment Fields Status Update - Authenticated  Test Case #11 – Enrollment Fields Status Update – Secure Messaging  Test Case #12 – Add/Display VistA Consistency Check for MHV Enrollment Fields   * Early feedback from John:   + I went through the testing as requested. Every test passed successfully according to the instructions. As far as input, I believe that the set-up is fairly straightforward and easy to follow, I have no suggestions at this time. * Some early feedback from Shaun:   + Many clerks currently use Vetlink to check patients   + Don’t really use pre-registration menu anymore at Cincinnati VAMC   + Some of the scripted verbiage is too wordy and awkward; he would probably freestyle. * John and Shaun will continue to test this week and next and provide their feedback to Terri and Danielle, who will compile into final change requests for the IEMHV Prototype. Dev team will review/work on the final changes in Sprint 5. | |
| **Prototype Demonstration** | **Presenter: Bill May** |
| * None this week   For SME log-in to the FTL account to play with the MHV functionality, use Attachmate settings below.  Access code: cprs1234  Verify code: CPRS4321$  cid:image002.png@01CFEC69.E8DC59F0 | |
| **Topic: Risks, Actions, and Open Floor** | **Presenter: Joy Forester** |
| * No risks to report | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Action Item** | **Assigned To** | **Date**  **Assigned** | **Date Complete** | **Status** |
| 1 | Set up Innovations K/T Meeting | Joy Forester | 8/25/14 | 8/26/14 | Done |
| 2 | Follow up with contractor reciprocity paperwork status | Brian Stevenson | 8/25/14 | 9/8/14 | Done |
| 3 | Look into setting up our project GitHub repository to upload code, documentation and Collaborative Development Package components. | Brian Stevenson | 9/16/14 | 9/17/14 | Done |