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

**Date**: November 17, 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:**

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|  | **Name** | **Role** | **Organization** |
| x | Bill Frey | Test Engineer | HP Enterprise Services |
| x | Brian Stevenson | VA PM-COR | VHA OIA Innovations |
| x | 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 |
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**Discussion:**

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| **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 Testing 12/1/2014 – 12/26/2014   + Sprint 5 Correct Deficiencies 1/19/2014 – 2/06/2014 * Team has completed 60% Sprint 3 development; we are starting week 3 of 4. This week will concentrate on Consistency Checker refinements and internal SQA testing. Next week will focus on CDP and T4 documentation deliverables. * Sprint 3 ends on Friday 11/28**;** 2 holidays – Veterans Day and Thanksgiving * Sprint 3 scope includes   + Sprint Story: User Story #4 - VistA MHV Enrollment consistency checker   + Sprint Story: Add Actions filter to only display relevant actions for Socialization question (DONE)   + Sprint Story: Update prompt text for Enrolled and Authenticated questions (DONE) | |
| **Prototype Development & Testing** | **Presenter: James Harris** |
| * DEV: James has completed coding the changes for consistency checker. Will use this week for making any changes that come out of the demo. * TEST/BA: Bill updated user stories 1-3 to date. He emailed the MHV Consistency Checker user story to team and SMEs for feedback/concurrence.   Project User Stories are:   * + US #1: Add/Display VistA alert for MHV enrollment   + US #2: Add/Display VistA Patient MHV socialization question   + US #3: Add/Display VistA MHV Enrollment fields (3)   + US #4: Add VistA MHV Data Consistency Checker | |
| **Prototype Demonstration** | **Presenter: Bill May** |
| * Bill demonstrated and recorded what has been completed to date for US#4 MHV Data Consistency Checker. Danielle and Terri were happy with what they saw, no changes requested. Demo recording will be posted on the FTL site: [https://vacloud.us/storage/MHV Enrollment](https://vacloud.us/storage/MHV%20Enrollment)      * The team reviewed the items on the document Danielle sent the team on 11/14/14.   + James has made the cosmetic/spacing changes requested   + James will place the MHV Enrollment display screen right after the Actions table section to better help the users transition into the MHV enrollment field prompts. We wild demo this to Danielle/Terri on Wed to get feedback/concurrence.   + James will move the Premium Account verbiage to display before the user is prompted to enter Yes or No, so that way the clerk can explain what it is to the patient for disclosure prior to entering a response.     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 | |
| * User Functional Testing is scheduled for Dec 8-19th. VA end-users/testers should include SMEs and local clerks who can log into the FTL (instructions above) to:  1. run thru the test scenarios outlined in the Testing Manual 2. organically test (i.e. play around with the new features) | |

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| **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 |