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**Date:** Thursday, April 10, 2014 at 12:57 PM

**To:** Andrew Slawter <[andrew.slawter@mpoweredstrategies.com](mailto:andrew.slawter@mpoweredstrategies.com)>, Dana Kampschror <[dkampschror@technatomy.com](mailto:dkampschror@technatomy.com)>, Alyssa Smith <[asmith@technatomy.com](mailto:asmith@technatomy.com)>

**Subject:** Notes from CITE Program Focus Area Review call

Government POCs

-          Nebeker and Nichol share the lead

-          Ward lead on specific engagements with IHC, Regenstreif, Vanderbilt

-          Yao will have specific spheres of engagement

-          O’Neil 10hrs/week from SBG scope – strategic direction, understands how to navigate OIT

Risks

-          TAC APBI – Nebeker talk to Constantian, get it set up.

o   Set up a focus meeting with Alan Constantian, Dr. Drew, Larry Weldon, Nebeker, Mike O'Neil to review the purpose and need for a VistA Evolution presentation during the June/July TAC APBI. (Alyssa)

  o   O’Neil may be able to help navigate with the TAC

-          Market Research – divide and conquer between Nichol and Nebeker

o   After meeting with Constantian and Weldon, go out and start working with leads in various areas where we want to conduct market research (workflow, business processes, health exchange, etc.)  - We can do this by briefing each of the focus areas for OIT to gain better buy in.

o   Always have to have both IT and VHA, double points of contact for both domains, coordinate with leadership (Cullen, Constantian, Weldon) on prioritizing the time the team spends on focus areas for outreach

o   ACTION: Set up market research specific meeting with Dr. Nichol, review where we have been focusing, immediate needs, etc.

-          Plugged in to VE

o   ACTION: Talk to Smyly about being on the standing agenda for Thursday program call, cc Seema and Brenna

o   ACTION: Invite someone from Chris Rhodes’ office to all team meeting

o   ~~ACTION: Set up team meetings twice a week with Nebeker, start with 1 hr on one day, 30 mins on anthony, Tues/Thurs (Allison work with Tisha to coordinate)~~ (Replaced with Daily Scrum meetings)

CITE Team Operational Review

-          ACTION: Add Dr. Nebeker to the morning scrum

-          ACTION: Lock in CITE Program Focus Area Weekly Review for this time (12pm on Thursday)

-          ACTION: Add Mike O’Neill to the Strategic Direction meeting

-          ACTION: Add Nebeker and Nichol to Cullen meeting

-          ACTION: Tisha work on Nebeker’s travel request for OSEHRA conference

-          ACTION: Incorporate action review into scrum calls

-          Continue to report on CITE activities in VE dashboard reports

-      ~~Dr. Yao forwarded the HI Directors report, discussion about what to include in that report and how~~

* Provide write up of Industry Day purpose and outcomes to Mike O’Neil so that he can pursue adding VE to the TAC APBI Agenda.  Provide Mike with email thread showing our interactions to date (Alyssa)
* Send CITE Collaboration Forum paper to Mike O’Neil (Andrew)
* Reach out to Elana Smyly, Brenna Long (CC Seema Nazeer) to have CITE team added to the Thursday VE Program Review meeting as a standing agenda topic.  (Andrew)
* Ask Chris Rhodes during the first meeting with her on Thursday 4/17 when and how often our two teams should be meeting, and how we can additionally support her.  (Andrew)
* Work with Seema to determine how we can find travel funding for at least 1 CITE team member to travel to Phoenix, AR for the Health Services Platform Consortium Meeting on 5/9/2014 (Dana)

Focus Areas

-      “ The whole point of this project is to find out how to bring in software from the outside.” (Nebeker)

-HSPC, Nebeker would like CITE representation if possible. Currently no travel budget built into the contract

-          Nebeker and Allison, discuss representation at the Next Century call