OneVA Pharmacy Daily Standup with COR

**Meeting Information**

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| **Discussion:** | OneVA Pharmacy Daily Standup with COR Meeting | | |
| **Date of Meeting:** | 02/19/2016 | **Location:** | Teleconference |
| **Facilitator:** | Cecelia Wray | | |
| **Time:** | 10:30 am-11:00 pm | | |

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| Attendee Name (P=Present) | | | |
| Bill Walsh |  | Loren Behuniak |  |
| Cecelia Wray | **P** | Sherri Simons |  |
| Joshua Patterson | **P** | Mark Kauffman |  |
| Russ Holt |  | Kathy Coupland | **P** |
| Mark Bulson |  |  |  |

**Action Items Outstanding**

| Priority | Open / Closed | Origin  Date | Action Item | Owner/Status | Due Date | Date Completed |
| --- | --- | --- | --- | --- | --- | --- |
| H | O | 12/09/15 | VA Access: TJ Process the Elevated Privileges (EP) Forms | Josh cannot see TJ’s approval 2/17l KC sent note to TJ requesting he follow up with his ISO | 02/19/16 |  |
| H | O | 02/10/16 | VAeMI Project Timeline to Cecelia | Mike Fauber | 02/19/16 |  |
| H | O | 12/22/15 | VAeMI Integrated Development & Integrated Testing Environment | Mike Fauber | 02/19/16 |  |
| H | O | 02/16/16 | VAeMI EDE Integrated Development Environment | Russ | 02/29/16 |  |
| H | O | 02/10/16 | VAeMI Integrated Testing Environment | Ruth | 02/29/16 |  |
| H | O | 02/16/16 | OneVA Pharmacy Contract Modification | BITS/Joshua | 02/29/16 |  |
| H | O | 02/16/16 | Birali VA Network Access | Kit | 02/29/16 |  |
| H | O | 01/11/16 | GFE for all Team Members. Tony requires additional RAM. Tony will need Admin rights to install Dev Tools; TJ & Kathy need Admin rights to install RFT. | Joshua | 02/19/16 |  |
| H | O | 02/02/16 | Integrate North Chicago into HDR/CDS & MVI’s env. (Stage 1 A Env) (Testing) | Cecelia/Jesse Brunn/Matt Alderman | TBD |  |
| H | O | 02/05/16 | eToken for Tony, Kathy, TJ | Tony & Kathy – waiting on TJ | 02/29/16 |  |
| L | O | 12/09/15 | Documentation: Sustainment contract | Joshua | TBD |  |
| L | O | 12/09/15 | Documentation: Hand off to Daily Standup with COR for enterprise deployment | Joshua | TBD |  |
| L | O | 12/09/15 | Documentation: Develop Sustainment Transition Plan (Health Product Support possibility) | Cecelia / Bill / Joshua discuss Kathy to author | 02/28/16 |  |

| **Discussion Notes** |
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| **Meeting Notes: 02/19/2016**   * **In attendance:** Kathy Coupland, Cecelia Wray, Joshua Patterson * Cecelia approved for Kathy to begin granting team members access to the VA SharePoint. Cecelia didn’t think there were any documents but Kathy explained that if she was to turn off GitHub then she must move all the documents from GitHub to the VA SharePoint. Cecelia agreed for Kathy to migrate all the documents from GitHub to the VA SharePoint; shut down GitHub; and going forward use only the BITS SharePoint and the VA SharePoint instead of what she was doing before (using the BITS SharePoint and GitHub.) * Cecelia got in touch with Birmingham regarding a GFE. If they receive a waiver they will send her the GFE. Josh stated he wasn’t certain where the waiver was but will work to track it down. * Cecelia mentioned that Vu from the VAeMI team sent an Email the prior evening and said they will work with the OneVA Pharmacy team to establish access to the VAeMI Dev environment. Cecelia stated she is going to go down both paths- the VAeMI development and the Virtual Machine that Russ Holt provided to stand up a separate EPIPeMI environment. * Josh recognized that he has ‘ePAS’ requests to approve but his laptop is not functioning. As soon as it is functioning, he will approve. * Josh asked if the IOC MOU signature for the Innovation Director was considered the line item called; Integrated Project Team (IPT) Chair was where his signature was required. Kathy said she assumed so as this was the items listed in the PMAS template.   **Meeting Notes: 02/18/2016**   * **In attendance:** No meeting; Cancelled.   **Meeting Notes: 02/17/2016**   * **In attendance:** Kathy Coupland, Bill Walsh, Cecelia Wray, Joshua Patterson, Mark Bulson * Cecelia and Joshua shared discussions about CAG access and the inability this morning in gaining access to the VA network. * Joshua asked the question based on an Email from Sergio if new EP forms are going to be required by the entire team. The conclusion is that there is uncertainty about how each ISO will treat the request as the process has varied from person to person. It appears it will be a wait and react mode. * Bill mentioned a request form that he has access to and all contractors for the OneVA Pharmacy should be listed. This would allow Birali, who current does not have VA network access, to LYNC into other team members access as a proxy. Cecelia to read Email and decide if there is any action to be done. * Kathy’s EP has been approved and as soon as the VA network is up again, she will submit for an eToken. * Bill mentioned that he did not receive any communication yet on schedule from Mike Fauber nor any communication from Ruth. * Cecelia reported that Russ can provide a server to stand up an VAeMI but in order to do so, Ruth needs to provide license. Cecelia made the request to Ruth and Mike. * Cecelia submitted the form 9957’s * TMS – Joshua reported he worked on the TMS tasks; Kathy reported she gained access and completed all three required courses. * IOC – Joshua reported that a higher level signature will be needed; he’ll work getting the IOC MOU’s signed and sent back to Cecelia. * GFEs – Joshua is still working on the process, including gaining his own laptop. Mark offered a suggestion to reach out to Bill Snook who was on the group that developed the policy. Joshua explained it appears there is a different policy per region. Mark explained the ‘zero account’ access vs. LDAP privileges and permissions. There was also discussion about having EPs completed for different servers; lastly there was some word that although the GFEs may be set up as developer, the software can only be installed by the VA, therefore each person would need to list the software needed, as they would not have administrative rights on their laptop. Cecelia notes this differs from the current set up that Brad has, as he has an eToken with EP that allows him to install software on his GFE.   **Meeting Notes: 02/16/2016**   * **In attendance:** Kathy Coupland, Bill Walsh, Cecelia Wray, Joshua Patterson * Joshua is working with the BITS Group (Julie) and mark regarding the OneVA Pharmacy contract modification. * Cecelia submitted the form 9957’s for the OneVA Pharmacy team members to gain access to the North Chicago VistA instance. * Cecelia reported that the EPIP group is working on an effort to stand up an EDE eMI integrated environment. Bill reported Birali is going to assist in this effort and that the environment will include the monitoring components. * Cecelia submitted the IP addresses to Ruth. Ruth is working to stand up the VAeMI integrated testing environment for OneVA Pharmacy. * Cecelia announced she sent a follow up Email to Mike Fauber, requesting the VAeMI project schedule so she can fulfill the Action Item created in the OneVA Pharmacy Middleware Option meeting on 02/10/16. * Bill announced the EPIP team is moving to create an EDE development sandbox environment that contains the self-service VAeMI components for the OneVA Pharmacy to use. * Bill asked about Birali’s access to the VA Network and Cecelia shared that Kit is working on it. * Bill announced that he is working on a Product Development slide deck that will show the original project and date of 03/30/2016 and the new anticipated date of 09/22/2016. * Bill provided a Section 508 contact name: Christopher Walker. * Bill will follow up to make certain Russ can attend the 3:30 server meeting scheduled for today. Sherri stated that if Russ is not able to attend, the meeting should be rescheduled to allow for his attendance. * Bill asked about TJ’s EP/eToken status. Kathy said she sent a follow up Email to TJ this morning and would update him as soon as she receives the status. Bill explained that eTokens are available to people who do not have GFEs.   **Meeting Notes: 02/15/2016**   * **In attendance:** No meeting; VA Holiday.   **Meeting Notes: 02/12/2016**   * **In attendance:** Kathy Coupland, Bill Walsh, Cecelia Wray, Joshua Patterson * Bill mentioned to Kathy that for her TMS account, she should select VHA not OIT. * Cecelia updated Joshua on the conversation with Narasa regarding a HDR/CDS development sandbox. Cecelia will continue to work with the HDR/CDS group establishing an environment. Narasa stated there would be a need for MVI to manually add ICNs. * Bill asked Cecelia if she sent IP addresses to Ruth and Cecelia confirmed yes. * Cecelia asked Joshua if he knew how to go about requesting a VA SharePoint. Kathy mentioned that she just received an Email from Rob Silverman that she sent to Cecelia. The Email asked Alex Zack to provide permission to a site. Kathy to follow up. * TJ is on Holiday from the 19th through 29th so Joshua to hold back any mailing of GFE to TJ’s home until after the 29th of February. * ICO documents need to be updated as the dates are aged. Kathy to update, send to Cecelia, for distribution by Josh,   **Meeting Notes: 02/11/2016**   * **In attendance:** Kathy Coupland, Bill Walsh, Cecelia Wray * Bill stated that he met with Russ Holt earlier and Russ shared that a large effort in establishing a fully functional VAeMI Middleware environment will be setting up the Monitoring software, which provides the audit and alert functions. The configuration does not come out of the box and requires a high effort of work. There is discussion to see if Birali could assist in the VAeMI Middleware efforts. There are monitor and agents needing to be set up. * Kathy mentioned the action item for Tony and Brad to establish capture agents to comply with the SEDR request to review the impact of the network of the new OneVA Pharmacy transactions. Kathy asked if this step could be replaced by looking at the statistics provided by the VAeMI monitoring software. Will address when the action item time comes up as Cecelia mentioned we do not know what VAeMI can provide until we have access and this software is installed and made available. * Bill asked about how many RPCs, APIs, listeners are there and Cecelia stated that question was outside the scope of OneVA Pharmacy. * If Birali comes on board to assist in the VAeMI Middleware process he’ll need VA credentials, GFE, EP privileges, and eToken. * Kathy to send Cecelia Form 9957 * Bill mentioned that he was told there is only one VAeMI available. It will be VAeMI INT and it sits in Austin. * Pending action items were discussed and the status, due dates, and completion dates were updated and reflected in the above Action Items table. * Bill shared he will actively attend the 4:30 daily meeting to push the efforts to complete the task to exercise the contract modification option to replace the CRE project with OneVA Pharmacy. Cecelia stated she put Mike Fauber on the IPT & Stakeholder agenda and will reach out to him again.   **Meeting Notes: 02/10/2016**   * **In attendance:** Kathy Coupland, Bill Walsh, Joshua Patterson, Cecelia Wray, Sherri Simons * Cecelia stated she has 3-test systems – 2 in Bay Pie and one from EPIP that requires Form 9957 to be submitted. * Cecelia announced that Baron gave approval to use the HDR/CDS development environment. She is working with his team to figure out how to gain access. She cancelled the call with the HDR/CDS – MVI/MPI – OneVA Pharmacy team meeting because she felt things were all in order. * Josh reported the GE waiver was waiting on CIO to approve. * Cecelia mentioned that Birali would be presenting the temporary ESB approach at the 11 am meeting. * Bill asked Joshua who could make the decision on VAeMI vs a temporary ESB. Josh said that he was hoping Dr. Pearcy and Dave Waltman would hash that out and make the decision. Josh stated that if none was made out of the meeting, he would ask for a date for when a decision would be made. * Bill reported he has not heard from Mike Fauber. * Bill brought up the ATO and believes there may need to be a signed ATO that includes the new VAeMI Middleware piece. * Bill mentioned that TJ was having a challenge with the form and Kathy reported she had just spoken with TJ and he left a few fields blank, as he did make contact with his ISO. He has submitted the form. * Kathy asked about Section 508 and Bill said he has not heard anything. Cecelia stated that we could ask another project team.   **Meeting Notes: 02/09/2016**   * **In attendance:** Kathy Coupland, Bill Walsh, Joshua Patterson * Bill followed up on TJs EP form. He is lacking a zero account and requested an eToken before a zero account has been established. Bill will send the team an Email and LINK and will assist everyone in walking through the steps to fill out the form accurately. Kathy and Tony need to resubmit for an eToken also. * GFE and ISO processes were discussed and it appears the process may be different across regions and fields and ISOs. Bill will work with each of the team members and see if he can assist in a once and done submittal this time. * Bill and Josh spoke about the HDR/CDS – MVI process and that Danny Reed and Sonya were on board but Josh wondered if the communication reaches downward to the level of the resource needed to assist in these tasks. Bill is speaking with Jesse Brunn and will again reach out to Matt Alderman. Bill is hoping the meeting will bring everyone involved together to get all the connection issues worked out. In addition, Bill is hoping to discuss the 3rd VistA instance needed and understand if the HDR/CDS team can incorporate another within their environment or if they need the instance that EPIP is offering in North Chicago. If so, what issues regarding connectivity will that present. Bill’s intention for the meeting it to get everyone involved as he said a prior meeting was held and without Matt Alderman’s involvement, somethings were left unknown. * Bill reported that Brad was having challenges as resources from EDE was not staffed with what he has to do and/or they didn’t have the band width to assist him at this time. He is sending patches and merging via a work-around and appears to be making progress. * Bill asked Joshua if the PowerPoint Presentation should be sent out in advance of the OneVA Pharmacy Middleware Mitigation Option meeting. Joshua agreed. * Joshua explained that during the contract award process for the OneVA Pharmacy Implementation project that the team was specifically told that VAeMI was the process to use. He thought that both Russ and Loren were part of this conversation. He recalls that VIE and point-to-point were not options. Bill asked Joshua who is responsible for making the decision and will it be made during the meeting on Wednesday? Joshua said he will ask the question before the meeting ends, however, if no one can make the decision, he stated he will call out an Action Item and ask for a decision to be made by end of week.   **Meeting Notes: 02/08/2016**   * **In attendance:** Kathy Coupland, Bill Walsh, Sherri Simons, Joshua Patterson * Bill spoke about the separateness of an eToken and EP. He explained that associates with GFE all have eTokens and when in discussions with others, eTokens and GFEs kind of go hand to hand. Kathy and Tony must resubmit for eToken. Bill will follow up with his ISO to see if he can review the status of TJ’s request. Joshua can only say that it’s been approved by him. Bill had heard there are shortages of eTokens so the delay could be an inventory issue. * Bill will send a note to the OneVA Pharmacy team members and provide their field ISO information. * Joshua talked about the 5-GFEs that he had access to. They are formatted for a ‘developer’. * Bill reported that Brad had some minor issues still with getting the EPIP S1 VistA instance patched/merged but is really close. * Bill reported that MVI team assistance is needed in order for the HDR/CDS team to stand up the Cheyanne, Dayton, and North Chicago VistA Instance. Kathy to provide Bill with the site numbers originally selected and approved by the HDR/CDS team. Bill stated he was going to make time today to get more clarity, engage MVI/Matt, and see what he could do to assist Jesse in completing the connections. * ATO – Joshua has not received a copy of the ATO as requested last week. Sherri stated she will see if she can get a copy and send to Joshua. * Kathy will be working with Birali and Tony to complete the OneVA Pharmacy Middleware Mitigation Option presentation. She will send to Sherri and Josh T for review; then submit to Joshua.   **Meeting Notes: 02/05/2016**   * **In attendance:** Kathy Coupland, Bill Walsh, Sherri Simons * Joshua sent an Email that he had a conflict and could not attend. Bill and Kathy worked on the Action Items list to update dates and delete activities that no longer pertained, due to the development and testing environment change.   **Meeting Notes: 02/04/2016**  **In attendance:** Cecelia Wray, Kathy Coupland, Bill Walsh, Joshua Patterson, Mark Bulson, Loren Behuniak   * Bill asked to start the meeting to review the Governance Checklist with Loren for feedback. Loren explained how the governance checklist was designed to determine appropriate EPIP entry. This included a project that was small in scope, low in complexity, never funded, high in risk, and high priority. The check list was created by compliance groups to help EIPI accept projects within a certain criteria box. OneVA Pharmacy didn’t meet the criteria therefore it needs to be reviewed by the Governance Board and the Technical Reference Board (TRB) to make the decision if OneVA Pharmacy should be processed through EPIP. Because of the projects political aspect, most likely an exception will be made. In Loren’s opinion, because of the visibility of OneVA Pharmacy, questions 4, 5, and 6, which were of concern to Cecelia, will have no impact. Loren also mentioned that the AERB will review this also and two things will either happen:  1. OneVA Pharmacy will need to find another channel 2. Criteria for entry into EVIP will be ignored  * Cecelia shared that the OneVA Pharmacy is already interacting with the AERB and SEDR teams and currently the next review is scheduled for April. She suggested the TRB review needs to be bumped in addition to the AERB. Loren agreed to contact the TRB. * Cecelia mentioned to Bill that she is waiting for a response from Russ about a 3rd VistA instance. Bill to follow up. * Cecelia reviewed the IPT agenda, walking through the Executive Dashboard. She explained she does not have a timeline from Mike Farber. * Cecelia suggested adding the OneVA Pharmacy architectural network diagram (Figure 1) and stated she’ll use this during the meeting. * Bill brought up the ATO concern, that a signed ATO, which included the VAeMI was necessary. Cecelia to send the ATO from Pharmacy to Josh. Josh will work with Mark Bulson to work with the Pharmacy ISO and PM to get a modification. * Bill brought up PIV card concerns for the team. Until a contract modification is in place, the PIV dates cannot be extended to the team. Sherri will be supplying more information needed but Josh and Sherri are both cautions on submitting just now until they know the VAeMI plans/mitigation plans as a Direct Award contract can only have two modifications. * Bill mentioned Tony’s subcontract and was that an issue that needs to be addressed. Cecelia stated it was a BITS task to handle. * Bill asked about the Middleware mitigation plans to use two TRM approved ESBs for this project. Josh stated that until he received an official hold on VAeMI he would not make the call just yet. Josh to discuss VAeMI mitigation topic on the Weekly IPT & Stakeholder meeting to determine who can help make this decision regarding VAeMI not being ready in the time frame needed for implementing OneVA Pharmacy. He mentioned there is a risk related to funding and sustainment. * GFE: Josh may be close to getting 4-GFEs for the team members.   cid:image003.png@01D15F30.FDA73E00  Figure OneVA Pharmacy Architecture Diagram  **Meeting Notes: 02/03/2016**  **In attendance:** Cecelia Wray, Kathy Coupland, Bill Walsh, Joshua Patterson   * Cecelia had no updates. * Bill and Josh discussed the presentation they are working together on. Josh updated Bill on the work he accomplished last night and they have plans to finalize for others to review today. * Bill discussed the Governance Board Charter. He spoke about a checklist and thought it may be beneficial to engage others. He will send the information to the team after the call.   **Meeting Notes: 02/02/2016**  **In attendance:** Cecelia Wray, Kathy Coupland, Bill Walsh, Joshua Patterson   * An Email was received from Mike Farber stating a reply about eMI would come by Wednesday. * Cecelia reported that Brad/Tony are putting together a pros/cons list for options for Enterprise Messaging, as a mitigation for eMI. A deeper dive is needed for VistA LINK and VIE before the document would be ready to be sent to Josh. * EP for Cecelia has been approved. * Cecelia reported another week will slip with the schedule if the middleware issues is not resolved. * Cecelia to get a status from Tony on his EP. * There is a meeting with the MVI and HDR team today; Bill to confirm with Matt Alderman on attendance. * Tony has a point of contact for the JAVA JAR archives and he is working with. * Cecelia will adjust the project schedule once Bill talks with Heidi Cross to determine if the IOC site evaluation should be 6-8 weeks instead of 10-days. * Bill and Josh discussed the 4-year transition plan they are working together on. Bill stated he plans to send to Josh today so Josh can get others to review. Josh agreed with providing target dates knowing if things change, he can submit a change in target date as long as he can provide proper justification.   **Meeting Notes: 02/01/2016**  **In attendance:** Cecelia Wray, Kathy Coupland, Bill Walsh, Joshua Patterson   * The MVI team stated they are not allowing any additional test systems connection to TLMPI. In order for HDR/CDS and VistA to work together, a TLMPI connection is necessary. The MVI team is offering a set of test systems to be used by OneVA Pharmacy. These VistA instances are current with VistA patches and are considered test servers. In this environment, it is not certain if HDR/CDS connectivity exists but if it does not exist, establishing connection is a matter of configuration. A meeting has been set up for Tuesday to discuss both testing and development servers. It is unknown at this time where these servers reside therefore it is unknown whether the existing Elevated Privileges for OneVA Pharmacy team members are going to be valid going forward. * GFE’s. Josh has been instructed to call around and find 4-GFEs that someone will be willing to assign to the OneVA Pharmacy team members before any contract modification is official. Josh is contacting Birmingham today. * VAeMI. It is uncertain about the possibility of integrating with VAeMI therefore Cecelia has instructed Brad and Tony to perform an analysis with the following integration possibilities: VIE, VistA Link, Point-to-Point. The team should have an initial document for discussion today. * Bill and Josh are working on an artifact that needs to be submitted. Josh sent the document for Bill’s review and update. Bill to update and provide back. Josh will then work with the Pharmacy group as he believes the sustainment of OneVA Pharmacy will reside with that team. * Josh will work to get the Adobe issue fixed on his laptop in order to electronically sign the outstanding list of documents waiting his approval. If he is not successful in getting the software to work, his plans are to submit the documents to another who can electronically approve on his behalf.   **Meeting Notes: 01/29/2016**  **In attendance:** Cecelia Wray, Kathy Coupland   * No discussion conducted. * Bill OOO today.   **Meeting Notes: 01/28/2016**  **In attendance:** Meeting was cancelled.  **Meeting Notes: 01/27/2016**  **In attendance:**  **Meeting Notes: 01/26/2016**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Joshua Patterson, Russ Holt, Sherri Simons   * Russ clarified Bill’s role on the project to clearly state he was not to be mistaken as the VA Project Manager role. * Bill reported that he reached out to Heidi Cross who said that VistA does need to be Section 508 compliant and each patch needs to be tested. They used the Section 508 group to perform their testing in the past and Bill should connect with Roberto Santos for details. * Cecelia reported that MOUs are ready to be signed and she’ll send to the Quality Manager but Joshua should review then send to the other VA stakeholders. * Cecelia mentioned to Josh about the OneVA Pharmacy meeting with various parties that turned into a eMI heavy meeting. She mentioned there is a cost and schedule component that Josh will need to talk to Mike Farber about. * Russ stated that Pat Piercy made an announcement, a promise he can provide an VAeMI integration environment to OneVA Pharmacy. However, there is heavy discussion underway regarding VAeMI mitigation plans for OneVA Pharmacy. Various options are on the table but the contender for OneVA Pharmacy may be Point-to-pint using VistA Link 2.0 * Josh is engaged in GFE discussions. Sherri to call Josh noon her time. * Cecelia’s PIV card appears to be expiring in February. Josh said he would send a link to review the sponsorship. Sherri mentioned the expiration date cannot go past March 31, 2016 since that is what the contract states. * Brad status unknown as of this moment. * Tony and Demetrius in conversation. Tony reading the VAeMI SDD to gain knowledge.   **Meeting Notes: 01/25/2016**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland   * Cecelia is waiting for Brad to provide update on status of VistA instances. Bill reported that Mark Kaufman thought the restore was successfully completed. * Cecelia and Bill discussed how the OneVA Pharmacy middleware overview meeting turned into a VAeMI mini-kickoff session as point of contacts were assigned, budget items were surfaced, estimated target dates for an enterprise solution was thrown out as September 2016. Hindsight, they felt Joshua should have been there but Cecelia sent Email to him and hopes to field any questions at the first opportunity with Josh. * Bill shared a learning that IBM eMI handles traceability well, if the proper version is used, which in the event a message fails to deliver, it can be corrected and pushed through. * Cecelia reported that Tony is to begin discussions with Demetrius. Demetrius is reading the SDD but Tony has an action item to update sections of the SDD. * Bill to send an Email to Mike Farber and Demetrius to find out how long it will take to set up the integrated environment for Tony to begin testing; what is the cost associated with this; when do you think everything will be read. * Bill mentioned that information was shared during the overview meeting last Friday the 23rd of January that made Tony aware of a configuration regarding how VAeMI will be set up via regional offices. This knowledge to Tony appears to be a reason to rewrite some code. * Bill will be out of the office Friday the 29th of January.   **Meeting Notes: 01/22/2016**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland   * Cecelia provided an update that Brad had a misstep that resulted in having to submit a Service Request to restore the VistA instance as it was once all patches were applied. Bill identified SR# 227 and stated the status for 5% complete. Bill will monitor. * Cecelia reported there were no questions raised during the weekly IPT & Stakeholder meeting. Bill mentioned his observation how little discussions occurred as the meeting was less than 5 minutes. * GFE – Joshua hopes to complete the contract modification and requested Cecelia provide him with all the names of team members requiring a GFE and which level of authorities are needed (e.g., Developer). * EToken: Bill believes eToken requests should be submitted after the GFE is received. * MVI – Cecelia will follow up with Matt. * IOC – Tom Keogh provided the script for the IOC evaluators that may be UFT testers, who would normally need EP but this script bypasses. Cecelia is waiting for the VistA instances to be available so she can then test the script. * Bill stated some of the folks in his organization were asking if a Burndown Chart was available. Cecelia said she could provide the current schedule but that she has not created any charting out of MS Project. Bill to get back to her if VA requires one. * Update documents and replace VIP with the new acronym. Should any documentation need to be updated to replace VIP with EPIP.  VIP will become a confusing acronym. Old -VIP (VistA Intake Program) - New: -EPIP (Existing Product Intake Program)   **Meeting Notes: 01/21/2016**  **In attendance:** Bill Walsh, Kathy Coupland   * Bill and Kathy discussed options for getting the site number to site name cross-reference configuration table from a VistA Administrator. Kathy to follow up with Email to Cecelia and Bill.   **Meeting Notes: 01/20/2016**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Sherri Simmons, Mark Bulson   * Bill reported that he and Russ spoke and have decided to escalate the eMI issue to OI&T Senior Leadership. They will place Josh on the Email trail and Bill will call Ruth to give her ‘heads up’ on the escalation. * Cecelia will reach out to [VHAPrivIssues@va.gov](mailto:VHAPrivIssues@va.gov) to determine if a Data Transfer Agreement was necessary for the IOC MOU. * Bill to follow up with Brad and then reach out to Avery to see if he can assist Brad. * Mark reported that a OneVA Pharmacy briefing will be on schedule in February with Undersecretary Dr. Shulkin and he will make Josh aware of the briefing.   **Meeting Notes: 01/19/2016**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Josh Patterson   * Cecelia reported the following regarding the late Friday meeting with the HDR/CDS: There are two things that came out of the call with HDR is that:   + We have to connect to the MVI Stage1A test system therefore we need to get MVI to respond to us now that they have the number they were looking for.   + We need to have a VIE (Vitria Interface Engine) or the old ESB. Narasa was going to ask their Sys Admin if they could set one up at AITC for us. We may have to follow up on Tuesday with them about this. Another path may be to ask Sergio if there is already a test VIE system.     - She reported without VIE we are going to be dead in the water.  There is no way to get the patients in the test systems to HDR.  Without them being in HDR the query for active prescriptions will always come back empty. * Cecelia was going to follow up on the MOCHA patch and discuss the testing concerns with the stakeholders at Thursday’s IPT & Stakeholder meeting. * Bill was going to follow up with Ruth. * Brad is working with Sergio and will find out more updates at the Daily Scrum meeting. Bill is on Email exchange and keeps current and if there is need for him to involve himself or get someone else, he responds. * Bill will follow up with Brad on backup and restore.   **Meeting Notes: 01/15/2016**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Josh Patterson   * Server configuration still appears to have issues. Tom has agreed to take a look and keep Brad and Bill in the Email stream for resolution. * Backup and restore still outstanding. Waiting for Brad to complete VistA work efforts to address. * VA assigned number is needed for MVI. No one appears to know what this number is or who the contact person for the VA system inventory number. * Josh asked Bill if Roberto would be helpful with GFEs. Bill stated that the contract modification is needed for the GFEs and then assigning them out would be deployed at the region level, where each team member resides. Josh said he would address the GFE first thing next week. * Cecelia discussed the ORR review. * IOC end date was discussed to be end of March. They would not be available after that for testing. Cecelia to follow up with the Mocha patch and also with Rob Silverman to get the exact date.   **Meeting Notes: 01/14/2016**  **In attendance:** Meeting cancelled today.   * Meeting cancelled today.   **Meeting Notes: 01/13/2016**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Josh Patterson   * Need to understand the backup and restore process better to determine if it’s possible to use the Optical Storage device within AITC * Cecelia will not be on the call at 10:30 tomorrow Thursday the 14th but will be on the 12:20 IPT Stakeholder meeting call. * EPs are processed; awaiting System Owner Approval (Kathy / TJ) * Josh was granted TMS Supervisor access and is working to get Tony’s training set up; they assigned him to TJ not Tony. * Lynn Sanders sent an Email requirement a response regarding status update, funding, and timeline. Josh requested Cecelia reply but he is attending a meeting today to discuss the contract and schedule with PBM. * Developer Desktop option appears ‘frozen’. No getting around this. Next option is to modify the contract for GFEs. Most importantly Tony will not be able to develop inside the VA without a GFE or Developer Desktop. Cecelia to follow up meeting with a note to Josh explaining the critical nature of VA access for the software developer. * Bill reported Ruth needs another day before providing a status update on eMI. * Note: Bill provided information earlier in the week that it has been requested to use the language ‘development and integration environment’ for the OneVA Pharmacy project in our oral and written communications to avoid the confusion of using the acronym VIP.   **Meeting Notes: 01/12/2016**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Josh Patterson, Sherri   * Brad reported progress but has run into some challenges; most of them resolved. * Cecelia submitted request for LDAP account to Sergio. Bill to follow up. If Cecelia can get LDAP access, Brad requests her assistance in applying patches. * Bill reiterated the need to apply patches in sequential order to avoid issues. * Josh not heard from Randy Brown regarding Developer Desktops therefore has not made a decision to submit for GFEs. Josh to follow up. * Kathy to send Cecelia and Bill the ‘cliff’ notes for the OneVA Pharmacy project to be used when communicating to new members to the process. * Sherri and Josh discussed contract extension briefly but said they would follow the conversation right after the end of this meeting. * No word from Ruth on eMI. Bill will give her until end of day then follow up.   **Meeting Notes: 01/11/2016**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Josh Patterson   * MVI still reviewing ticket. * No email from Ruth as promised. Bill to follow up. * Brad discovered he needs to put in between 300-400 patches. The results of this knowledge delay the project one week for completing the patches. * Brad is not comfortable about creating LDAP accounts. It was decided that Cecelia would provide an Email directly to Sergio and submit for her LDAP account to be created. * EPs approved for Kathy. Non received from TJ nor Tony (it was determined that TJ sent to incorrect Josh Patterson.) * Bill said there was an Open Source testing tool that we could look at. * Jose said Randy Brown has about 100 Developer Desktops available but was limiting them until the Citrix Access. If the team cannot get a Developer Desktop, then GFEs will need to be provided. Josh to follow up. * Bill asked if it was time for an ‘At Risk Call’. Josh said if we can get all the people engaged either in the IPT & Stakeholder Weekly meeting or a time thereafter this Thursday then it may be time, especially if we do not hear something from Ruth.   **Meeting Notes: 01/08/2016**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Josh Patterson   * Mitigation – is VIE an option? We’ll give Ruth another week and bring it up at the IPT & Stakeholder weekly meeting. * MVI submitted. Awaiting response. * Awaiting eMI response.   **Meeting Notes: 01/07/2016**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Josh Patterson   * Reported that Brad has successfully logged into the environment. * Bill reported that Ruth stated the self-service model procurement option is not an option and the other possibility is for IBM to assist in the install/configuration of the environment. Awaiting word from Ruth. * Backup and restore was discussed but will wait to see what Brad determines once he begins to move forward with the environment and gets comfortable. * MVI form was submitted. Next steps if for the MVI team to schedule a meeting with the OneVA Pharmacy team. Bill to escalate. * Josh approved all the Elevated Privilege forms outstanding. * Cecelia reported there could be an issue with IOC testing sites and their ability or inability to access the eMI.   **Meeting Notes: 01/06/2016**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Josh Patterson, Sherri Simons   * Discussion regarding port issues resulted in Cecelia stating that Brad sent an Email to Roy McBrayer to find out the process for establishing ports. * Elevated privileges were discussed. Kathy’s submission is awaiting Louis McCrutchen ISO and Cecelia completed training course her ISO required. TJ is in the submission process. * Josh indicated to invite all the folks on the list to the Thursday IPT COR meeting and make it open for others to join when gaps are identified and assistance is needed. * MUMPS Developer has been identified for the Secondary Checklist item. His name is Ron Ruzbacki and he will be available after the 11th of January. * eMI discussion resulted in invitation to Richard Baudin – he was the original contact given to Josh. * Sherri has contract information coming Josh’s way soon.   **Meeting Notes: 01/05/2016**  **In attendance:** Josh Patterson, Bill Walsh, Cecelia Wray, Sherri Simons   * Cecelia asked Bill to escalate the FTP issue. Brad is at a standstill in getting the systems updated with the patches. Cecelia will forward the message between Brad and Tom Kehoe. * Cecelia also asked Bill if he could run to ground how team members can connect to the EPIP systems. There have been many responses without any resolution. * Sherri indicated that she has information related to the extend the POP of the contract. She will send information to Joshua. * Joshua will send the list of participants that should be added to the Thursday IPT call.   **Meeting Notes: 01/04/2016**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Josh Patterson, Mark Bulson   * Bill responded to the question from the OneVA Pharmacy team, which needs a response for the submission of the ETA Compliance Checklist. The question presented to Bill is:   + How do we get a configuration file that lists all the IP address for all VistA instances - host names, etc., for the look up process? Does this file live within the eMI footprint somewhere?  The configuration file being developed contains the site id, IP address, Host name, and Port.  We do not understand the VA process for this.  Need assistance on how this should be constructed and delivered.   + Bill reached out to Loren and Mark and their response is that there are still some unknowns and uncertainly and that the group S Service Delivery and Engineering (SDE) need to be engaged in the OneVA Pharmacy weekly IPT meetings.     - Cecelia to send the SDE PM name to Bill and Joshua. * HDR/CDS action items – Cecelia to send Email to Brad and reassign tasks to Brad. * Cecelia shared that in order for the OneVA Pharmacy team to receive a demo on the Rational Functional Tester application Josh needs to reach out to the COR Lesley Sheffield to get permission. * Brad has issue completing patch upgrade as he does not have FTP access. If Brad does not have access by end of day on 01/04/16 Cecelia will escalate to Bill. * Tom is leaving the contract. * Tony is scheduled for PIV appointment on 01/05/2016. * Kit has been a valuable asset to the OneVA Pharmacy team and moving things as quickly as possible for everyone to gain access needed. Gratitude and appreciation to Kit from the team. * eMI meeting scheduled for Wednesday January 6th at 11L30 am EST * Kayleen Zimmerman requires the patch description and both the VistA and VAeMI-Middleware Installation Guides by 1/22/16. * IOC sites need finalized. To discuss with Rob Silverman on Thursday if he can onboard Sheridan, WY. * MVI connection – Bill reported no progress as Josh needs to fill out and submit form. Josh to complete by end of day today. * In order for Cecelia to gain System Administrator privileges she needs to complete the Role Training on TRM. * RATSR Risk Analysis and Testing Scope Report for ETS One VA Pharmacy meeting to be held Thursday 01/07/16 with the OneVA Pharmacy Team.   **Meeting Notes: 12/31/2015**  **In attendance:** Meeting was cancelled  **Meeting Notes: 12/30/2015**  **In attendance:** Meeting was cancelled.   * Action items for 12/30/32015 dated added that came out of the Daily Scrum meeting.   **Meeting Notes: 12/29/2015**  **In attendance:** Meeting was cancelled.  **Meeting Notes: 12/28/2015**  **In attendance:** Cecelia Wray, Kathy Coupland   * Bill on holiday. No one else joined the call so no updates today.   **Meeting Notes: 12/22/2015**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Josh Patterson   * Bill provided an update to Josh and shared the 4 instances are up and running and that Brad is applying all the patch work from May 16, 2015 on. It’s major work but in progress. * Items that needed Josh’s attention are the following:   + MVI component requires Josh to submit an AIM form.   + eMI meeting today at 11:30 that Josh should attend – there are two components a Maintenance Contract and an Integration Development Contract. OneVA Pharmacy is not listed on either. * Cecelia asked Josh if there was an OI&T PM assigned and he said that Bill is the EPIP PM and his name should be used as PM when asked. * Josh will approve the Elevated Privileges request. * Josh to sign RSD and Master Test Plan. * VistA Maintenance Project Manager & ISO stated they will funnel the OneVA Pharmacy project through the Pharmacy AOT so we won’t have the need to create the additional ATO documents. * ICO sites: Denver, Salt Lake, and Rob working to get Sheridan on board. * Kit made great progress – Kathy gained her access back; TJ was successful in signing on; Tony and Tom are flying to the Island for a PIV badge next week. * Sherri will be talking to Josh about contract extensions. Josh to follow up with Sherri.   **Meeting Notes: 12/21/2015**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Sherri Simons   * Bill submitted Emails to Josh and is on hold until Josh returns and provides direction and decision. * Bill announced the eMI discussion was postponed until 11:30 am Tuesday.   + Ruth is changing roles but engaged in the transition. * Bill announced Enterprise Operations is almost done and Brad has access to the servers. Brad is still working to get an eToken in order to access Cache Development.   + Cecelia is reaching out to Brad to see if he can set up access for the team members to get into the VistA instances. * Sherri to follow up and find out if Josh is in the office this week.   **Meeting Notes: 12/18/2015**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Loren Behuniak   * Originally Joshua was told the project did not need a separate ATO by the Pharmacy ISO but Bill and Loren reported this is going to be needed in writing.   + Cecelia working to obtain this in writing from the Pharmacy ISO. The decision may result is additional documents and procedures that need developed / followed respectively. * Kit is still working with team members to get VA Network credentials. * Rob is working to gain IOC sites committed. * Bill mentioned that he did a walk through with Enterprise Testers and they suggested adding roles and keys to the use cases. In addition, use the format of ‘000’ for the test case SSNs. The Master Test Plan was given high marks but Kathy remarked that she is aware it needs rewrite because it was written with the original plan for the VB scripts. Loren commented that it is fair to submit revisions to the Master Test Plan for a second review once things are more concrete. * TJ to analyze Rational Functional Testing to determine if he can use for the Automated Test Tool. * Loren will reach out to Mark to see if there is a status regarding the servers. * Bill suggested Brad and Cecelia continue to attend the Monday 4pm AITC meetings. * Bill to pass along Kathy’s ‘OneVA Pharmacy Cliff Note’ Email to those who may find it helpful to understand the integrated components.   **Meeting Notes: 12/17/2015**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Mark Bulson   * VA Access for Non-PIV/PIV cards is moving forward and Cecelia will instruct Tony and Tom on next steps. * Kit will contact TJ today. * Bill and Ruth had a conversation. The eMI group is divided into 1) Operations 2) Integration. Ruth trying to figure out if OneVA Pharmacy can be part of Operations. Ruth attending an all-day meeting today and should determine the direction by end of day. Ruth will get back to Bill on next steps. In the meantime, Bill is wondering if Brad has a middleware contact. Cecelia mentioned that we spoke with Vu who is a part of the SRA group which is involved in the Integration effort. * Bill is communicating with Tom Keogh regarding MVI. Issues surrounding number of ids. Bill will reach out to Danny Read to see what options we have. * Bill provided the Automated Testing tools available within the VA environment – Load Runner. Cecelia to determine if usable for the OneVA Pharmacy testers. * Salt Lake City and Denver are IOC sites. Awaiting confirmation on 3rd site. * Kathy to send a note to Brad to determine if he has everything he needs for the Drug Matching logic (Brad replied he does for now.) * Bill wanted to know if there is anything he needs to do regarding helping Tony, Tom, and TJ with receiving a Developer Desktop within the VA environment. Follow up with Tom and Tony during today’s meeting to see if they contacted the Help Desk.   **Meeting Notes: 12/16/2015**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland, Sherri Simons   * VA Access for Non-PIV/PIV cards is moving forward and Cecelia will instruct Tony and Tom on next steps. * Kit will contact TJ today. * Elevated Privileges forms were filled out for Cecelia and Kathy and awaiting Joshua’s approval but need to follow up with Tony, Tom, and TJ. * Bill said the EPIP instances were created but then the Enterprise Operations folks need to perform tasks on the environment and won’t have it ready until the end of this week. He explained some of the things they need to do like removing the DoD components. * eMI discussion is still outstanding. Awaiting Randy/Rich to respond to Emails. Ruth may be moving on to another project but plans to keep engaged with this project team until she knows someone is owning the tasks. * eMI may need to have ports opened up so connecting with the eMI team now may be an asset to moving the process along so they can engage with Enterprise Operations. * Sherri is speaking with BITS management on contract. * Mater Veteran Index (MVI) – Bill stated he can engage Tom Keogh if MVI services are needed and said to direct him when he should start the conversation. * SDE Role was discussed – Tom Grimm is the EPIP SDE support. Cecelia engaging him. * Naeem and Chris are being invited to the IPT Stakeholder Weekly meeting. * Bill asked about the HDR/CDS connection and Cecelia stated that Tony has all he needs. Kathy mentioned that when the servers were ready, Cecelia has two action items that need to be completed in order for the HDR service to be applied to the environment.   **Meeting Notes: 12/14/2015:**  **In attendance:** Bill Walsh, Cecelia Wray, Kathy Coupland   * Bill reported that Fast Tracking this project is not an option as the project does not qualify.   **Meeting Notes: 12/11/2015:**  **In attendance:** Joshua Patterson, Sherri Simons, Bill Walsh, Kathy Coupland, Cecelia Wray   * Bill reported the following:   + Mark Kaufman found all Brad’s paperwork and EP approval so no further tasks needed from Brad. He is good to go since falls under the VEI Shared DTE umbrella.   + The anticipated System Name: vaausnccappdev1     - Under the UNIX Server Section,     - Scope of Elevated Access: Select the box for Linux Sys Admin     - Environment: Select the boxes for Development and Test     - Servers: List the servers I provided: **vaausnccappdev1**     - Training Documentation: Attach all files as one Compressed (Zipped) file     - Unix Account: Request New     - Net groups: –aac-cld-ncc-sysadmin   + Bill reported that Josh was give the EO Requirements for release   + Instances will be available next week, early on.   + Bill requested a RACI Chart – Cecelia to send him the OneVA Pharmacy Implementation Project Management Plan   + Bill stated he was in a meeting with Josh and the Under Secretary stated – “Deployment is the membership of success for OneVA Pharmacy.” * Cecelia reviewed the deployment process to Bill, which was to deploy to IOC sites. She requested help to facilitate a ‘Fast Tracking’ process. * Cecelia will invite Bill to all meetings.   **Meeting Notes 12/10/2015:**  **In attendance:** Joshua Patterson, Sherri Simons, Bill Walsh, Kathy Coupland, Cecelia Wray   * Cecelia requested a MUMPS Developer to perform the Secondary Review of the MUMPS Code. * Sherri approved Bill’s access to all project documentation on the BITS SharePoint. Kathy to provide access. Final VA artifacts will be placed on GitHub along with project artifacts. * Josh is working on VA access for team members and will not be able to attend IPT meeting. * Cecelia requested Bill advise of anything else, besides project documentation, that he may need from the OneVA Pharmacy team in order to successfully make it through the Daily Standup with COR. Bill will work with Loren and Russ to determine.   **Kick-off Meeting 12/09/2015**  **In attendance:** Joshua Patterson, Sherri Simons, Russ Holt, Mark Kauffman, Bill Walsh, Loren Behuniak, Cecelia Wray  The following items were discussed as steps necessary for a successful implementation of the OneVA Pharmacy project to meet the time frame established.   1. Establish the OneVA Pharmacy integrated environment:    1. 4-VistA instances will be made available    2. Ensure all VistA Instances are the latest gold version May 2015    3. Determine HDR/CDS connectivity by engaging the HDR team    4. An eMI system will be available.  We need to get ByLight to provide the connections and do the service registry. Will engage eMI POC. 2. Mumps Developer will need to check to ensure everything needed is in the environment (including patches) 3. Identify gaps 4. Once environment is ready onboard Rob Silverman to validate the software meets the requirements. 5. Send OneVA Pharmacy components to the Initial Operating Capability (IOC) sites for testing 6. Hand off the OneVA Pharmacy components to the Daily Standup with COR for enterprise ready   Other Discussions Items:   * Mumps Developer will require Elevated Privileges (EP) that are needed for developers to access servers at the AITC to develop software code. Paperwork needs to be started. * Sustainment contract needs to be considered * Invite Bill and Loren to OneVA Pharmacy Daily Scrum Meetings * Increase the membership of the OneVA Pharmacy Weekly IPT Stakeholder call * Ask Rob Silverman to recommend sites with common patients * Use GitHub for the project repository * Re-engage SDE for a resource (per Loren) * Need to discuss document requirements * Create a Risk Registry Dashboard (will move over to EPIP template when available) * Need to create a Transition Plan   **Questions Answered via Email:**   * Will the systems be for both development and testing?   + Yes.  You will have 4 instances to do with what you like Silver 1 (S1), Silver 2 (S2), Gold 1 (G1), Gold 2 (G2).  It’s totally up to your team on how they are to be used with regard to development and testing requirements. * Will the systems be set up to communicate with FORUM for patch distribution and getting required ones (send/receive VistA emails)?   + Yes. All 4 instances will connect to FORUM, including send/receive VistA emails. |
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