OneVA Pharmacy Daily Standup with COR

**Meeting Information**

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| **Discussion:** | OneVA Pharmacy Daily Standup with COR Meeting | | |
| **Date of Meeting:** | 12/11115 | **Location:** | Teleconference |
| **Facilitator:** | Cecelia Wray | | |
| **Time:** | 10:30 am-11:00 pm | | |

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

**Action Items Outstanding**

| Open / Closed | Origin  Date | Action Item | Owner | Due Date | Date Completed |
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| O | 12/09/15 | Establish 4-VistA Instances | Bill work with Austin Information Technology Center (AITC) | 12/24/2015 Confirmed.  4- VistA Instances should be stood up early next week with an additional week required to configure.  The request was submitted a high priority. |  |
| O | 12/09/15 | Validate VistA environments | Brad Fisher | 12/29/15 |  |
| O | 12/09/15 | Smoke testing and ensure eMI box is set up and HDR/CDS access is available | TJ Cope / Tony Burleson | 01/06/15 |  |
| O | 12/09/15 | Validate software meets requirements | Rob Silverman | 12/29/15 |  |
| O | 12/09/15 | Send OneVA Pharmacy components to Initial Operating Capability (IOC) sites for testing | Brad Fisher / Tony Burleson |  |  |
| O | 12/09/15 | Hand off to Daily Standup with COR for enterprise deployment | Joshua |  |  |
| O | 12/09/15 | Process the Elevated Privileges (EP) Forms | Joshua |  |  |
| O | 12/09/15 | Sustainment contract | Joshua |  |  |
| O | 12/09/15 | Consult with Rob Silverman on sites that have common patients | Cecelia | 12/10/15 |  |
| O | 12/09/15 | Engage SDE for a resource to join the OneVA Pharmacy meetings | Cecelia | 12/10/15 |  |
| O | 12/09/15 | Review documents and determine what is needed for the National Rollout to occur for the OneVA Pharmacy VistA Patch | Cecelia / Bill / Joshua |  |  |
| O | 12/09/15 | Create a risk registry dashboard | Cecelia / Kathy | 12/10/15 |  |
| O | 12/09/15 | Develop Transition Plan | Cecelia / Bill / Joshua |  |  |
| O | 12/10/15 | MUMPS Developer needed for Secondary Checklist Review | Bill |  |  |
| O | 12/10/15 | Bill to work notify Cecelia of any further information required, besides the PMAS documentation (to be reviewed) for the OneVA Pharmacy application to make it through the VistA Intake process. | Bill |  |  |
| O | 12/11/15 | Facilitate a ‘Fast Tracking’ Process for OneVA Pharmacy | Bill |  |  |
| C | 12/09/15 | Contact eMI Point of Contact (POC) | Cecelia | 12/09/15 | 12/09/15 |
| C | 12/09/15 | Create a Daily Standup Call | Cecelia | 12/09/15 | 12/09/15 |
| C | 12/09/15 | Add additional members to the OneVA Pharmacy Weekly Integrated Project Team (IPT) Stakeholder Meeting | Cecelia | 12/09/15 | 12/09/15 |
| C | 12/10/15 | Send Team Roster to Bill | Kathy | 12/10/15 | 12/10/15 |
| C | 12/10/15 | Set up Bill on OneVA Pharmacy SharePoint Site | Kathy | 12/10/15 VA is blocking the site; Kathy to send files to GitHub for Bill | 12/11/15 |

| **Discussion Notes** |
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| **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 * Need to discuss document requirements * Create a Risk Registry Dashboard (will move over to VIP 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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