

MSF Winter Clinic: Certify Health Team 1

Team Task Assignments v2 (Updated)

Date: January 18, 2026 (Updated)

Status: All MVP tasks complete

Team Roles

Role | Team Member

|-----|-----|

Team Lead / Coordinator | Andrew Kimelman

Product Development Lead | Connor Hickey

Research Lead | Kevin Way

Data Lead | Connor Maloney

Delivery Lead | Mo Srouji

Part 1: Team Roles & Task Completion Status

Product Development Lead - Task Status

Minimal Working Prototype Phase - COMPLETE

Task | Status

|-----|-----|

Create Excel Template with all 32 data columns | Complete

Define data schema and column naming conventions | Complete

Support Data Lead with technical data formatting | Complete

Ensure Excel structure for Power Query connection | Complete

Minimal Viable Product Phase - COMPLETE

Task | Status

|-----|-----|

Set up cloud infrastructure | FastAPI server deployed

Deploy database for competitor data storage | SQLite database

Build Playwright web scraper | scraper.py implemented

Create FastAPI backend with REST endpoints | 20+ endpoints

Integrate OpenAI GPT API for data extraction | GPT-4 for AI summary + chat

Build extraction prompts for each data category | Complete
Create Power Query connection (Excel to API) | JSON/Excel export APIs
Implement scheduled weekly scraping | /api/scrape/all endpoint
Build email alert system | SMTP configured
Write technical documentation | Complete
Backend testing and debugging | 19/19 tests passing

Team Lead / Coordinator - Task Status

Minimal Working Prototype Phase - COMPLETE

Task | Status

|-----|-----|

Ensure team alignment on tasks | Complete
Approve "middle market" definition | Complete
Review and prioritize competitor list | 87 competitors qualified
Facilitate client communication | Ongoing
Review and approve MWP dashboard | Approved

Minimal Viable Product Phase - IN PROGRESS

Task | Status

|-----|-----|

Weekly status check-in meetings | Ongoing
Coordinate between team members | Complete
Communicate progress updates | Complete
Review AI-generated insights for quality | AI summary verified
Executive Presentation Workshop (Jan 27) | Upcoming
Lead intensive weekend (Feb 6-8) | Upcoming
Final review and sign-off | Pending
Lead final presentation | Pending

Research Lead - Task Status

Minimal Working Prototype Phase - COMPLETE

Task | Status

|-----|-----|

Define competitor qualification criteria | Complete
Create competitor qualification framework | Complete
Identify initial list of 40+ competitors | 87 identified
Map competitors to Certify Health categories | Complete

Gather website URLs for each competitor | Complete
Research target customer segments | Complete
Initial data for 15 priority competitors | 87 populated

Minimal Viable Product Phase - COMPLETE

Task | Status

|-----|-----|

Complete competitive landscape map | Complete
Identify data sources for 32 data points | Complete
Document pricing information sources | Complete
Document customer/logo information | Complete
Research funding and valuation data | Complete
Research hiring trends and employee counts | Complete
Validate AI-extracted data | Ongoing
Monitor competitor news weekly | Change log implemented
Create research methodology documentation | Complete

Data Lead - Task Status

Minimal Working Prototype Phase - COMPLETE

Task | Status

|-----|-----|

Build Excel workbook structure | Complete
Create data entry sheet with 32 columns | Complete
Define data types and validation rules | Complete
Populate 10-15 competitors | 87 competitors
Build pivot tables for analysis | Complete
Create dropdown lists for standardized fields | Complete

Minimal Viable Product Phase - COMPLETE

Task | Status

|-----|-----|

Expand data to 50+ companies | 87 companies
Build pricing comparison matrix | Complete
Build feature comparison matrix | Complete
Create KPI formulas | Complete
Build market maps/segment analysis | Complete
Create conditional formatting | Complete
Conduct data quality audit | Complete
Document data definitions | Complete

Delivery Lead - Task Status

Minimal Working Prototype Phase - COMPLETE

Task	Status
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Finalize dashboard layout and navigation	8+ pages
Create color scheme and branding	Certify Health brand applied
Finalize chart templates	Complete
Build dashboard summary sheet	AI Executive Summary
Apply professional formatting	Complete

Minimal Viable Product Phase - COMPLETE

Task	Status
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Create advanced visualizations	Charts, threat analysis
Design competitor profile view	Battlecard generation
Build threat level visualization	High/Medium/Low cards
Create market segment breakdown	Complete
Write user guide documentation	Complete
Create "How to Use" instructions	Complete
Polish final dashboard visuals	Complete
Prepare presentation materials	In progress
Support Clinics Intensive Weekend	Feb 6-8

Part 2: Summary

Overall Completion Status

Phase	Status
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Minimal Working Prototype	100% Complete
Minimal Viable Product	95% Complete (presentations pending)
Automated Tests	19/19 Passing
Competitors Tracked	87 (exceeds 50+ goal)

Key Dates

Date	Event
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|-----|-----|

January 5, 2026 | Project Start / Team Onboarding

January 26, 2026 | Minimal Working Prototype Due

January 27, 2026 | Executive Presentation Workshop

February 6-8, 2026 | Clinics Intensive Weekend

Week of February 9, 2026 | Final Presentations / Minimal Viable Product Due

Document Updated: January 18, 2026