

# Meeting Agenda



**Team Name:** TIME Guiding Team Meeting

**Meeting Objective:** Provide updates and address issues requiring guidance from the Guiding Team

Members Attending	Chris Wilde; Tom Brems; Beth Boatwright; Joyce Coleman; Scott Drinkard; Ellen Mauldin; Pennie Graham; Mike Riley; Anthony Griffin; Jill Strickland; Jeanne Boudreaux; Beth Strickland; Anthony Meadows; Bill Jorgensen; Megan Graham; Andrea Cameron; Elaine Pedraza; Nicole Lillis
Date	1.8.13
Time	1:00pm - 2:00pm
Location	Building 1584 Room: Stealth

Topics	Type	Time	Accountable Person
Status Updates <ul style="list-style-type: none"><li>• Time and Attendance</li><li>✓ Payroll Interface Issue/Fix</li><li>• Staff Scheduling</li></ul>	U	5 min 5 min	Anthony Meadows Pennie Graham
Staff Scheduling Rollout <ul style="list-style-type: none"><li>• Update on staff Scheduling Rollout Plan</li><li>• EUD Refresh</li></ul>	U	10 min	Pennie Graham
Physician Scheduling Tool <ul style="list-style-type: none"><li>• Qgenda</li><li>• RFP Responses</li></ul>		10 min	Elaine Pedraza
Business Analytics <ul style="list-style-type: none"><li>• Timeline with API drafted</li><li>• Planning Meeting next week</li></ul>		5 min	Mike Riley
Attendance Plus <ul style="list-style-type: none"><li>• Plan and build</li></ul>		5 min	Andrea Cameron
TRAIN Environment <ul style="list-style-type: none"><li>• Update</li></ul>		5 min	Elaine Pedraza
Disaster Recovery <ul style="list-style-type: none"><li>• Update</li></ul>		5 min	Elaine Pedraza
Next Steps	G	10 min	Chris Wilde

Type Key    D: Decision    G: Guidance    U: Update