

### 1. Detailed Summary of the Meeting The meeting, held on February 18, 2021, was an engineering key review at GitLab. The primary agenda items included a proposal to break up the engineering key review into four departmental key reviews for development, quality, security, and UX infrastructure and support. This proposal aimed to increase visibility, objectivity, and allow more focus on new markets by potentially reducing the frequency of these comprehensive reviews. Another significant discussion point was the R&D; overall MR (Merge Request) rate and the R&D; wider MR rate. The team identified a potential issue with the current measurement, suggesting that the "wider" MR rate, which includes community contributions, might not be the most effective metric. Instead, they proposed tracking the percentage of total MRs that come from the community over time to better understand community engagement and contribution trends. The team also touched upon the Postgres replication issue, acknowledging the need for a dedicated host for data engineering to improve replication efficiency and reduce lag. Additionally, there were discussions on defect tracking and SLO (Service Level Objective) achievements, focusing on improving the measurement of open bugs and their ages to get a clearer picture of the backlog and the effectiveness of the current processes. Lastly, the meeting covered various metrics updates, including the narrow MR rate, which was noted to be significantly below target, and the importance of focusing on quality, security, and availability alongside productivity. ### 2. Key Points Discussed - \*\*Breaking up the engineering key review\*\*: Proposing to split the review into departmental key reviews for better focus and efficiency. - \*\*R&D; MR rates\*\*: Discussing the effectiveness of current metrics and proposing an alternative to track community contributions more accurately. - \*\*Postgres replication issue\*\*: Addressing the need for a dedicated host to improve data engineering efficiency. - \*\*Defect tracking and SLOs\*\*: Improving the measurement of open bugs and their ages for a better understanding of the backlog. - \*\*Metrics updates\*\*: Discussing the narrow MR rate and the importance of balancing productivity with quality, security, and availability. ### 3. Decisions Made - \*\*Implementation of departmental key reviews\*\*: The team decided to proceed with the proposal to break up the engineering key review into departmental reviews on a rotational basis. - \*\*Change in tracking community contributions\*\*: Decided to track the percentage of total MRs that come from the community over time instead of the current "wider" MR rate. - \*\*Addressing Postgres replication\*\*: Decided to prioritize getting a handle on the replication lag issue, potentially through a dedicated host for data engineering. - \*\*Improvement in defect tracking\*\*: Agreed to focus on measuring the age of all open bugs and the percentage of bugs within SLOs for a more comprehensive view of defect management. ### 4. Action Items - \*\*Lily and Max\*\*: Work on transitioning the tracking of community contributions to the proposed percentage of total MRs from the community. - \*\*Data Engineering Team\*\*: Focus on resolving the Postgres replication issue, potentially by setting up a dedicated host. - \*\*Relevant Teams\*\*: Implement changes in defect tracking to measure open bug ages and percentages within SLOs. - \*\*Craig and Team\*\*: Investigate the spike in meantime to close for S2 bugs and provide insights on potential causes and solutions. - \*\*Christopher\*\*: Follow up on the narrow MR rate and provide context on its current status and expected rebound. - \*\*Team\*\*: Generally, to keep an eye on metrics, especially those related to quality, security, and availability, and work towards improving them while maintaining productivity levels.