

Meeting Summary 2/24

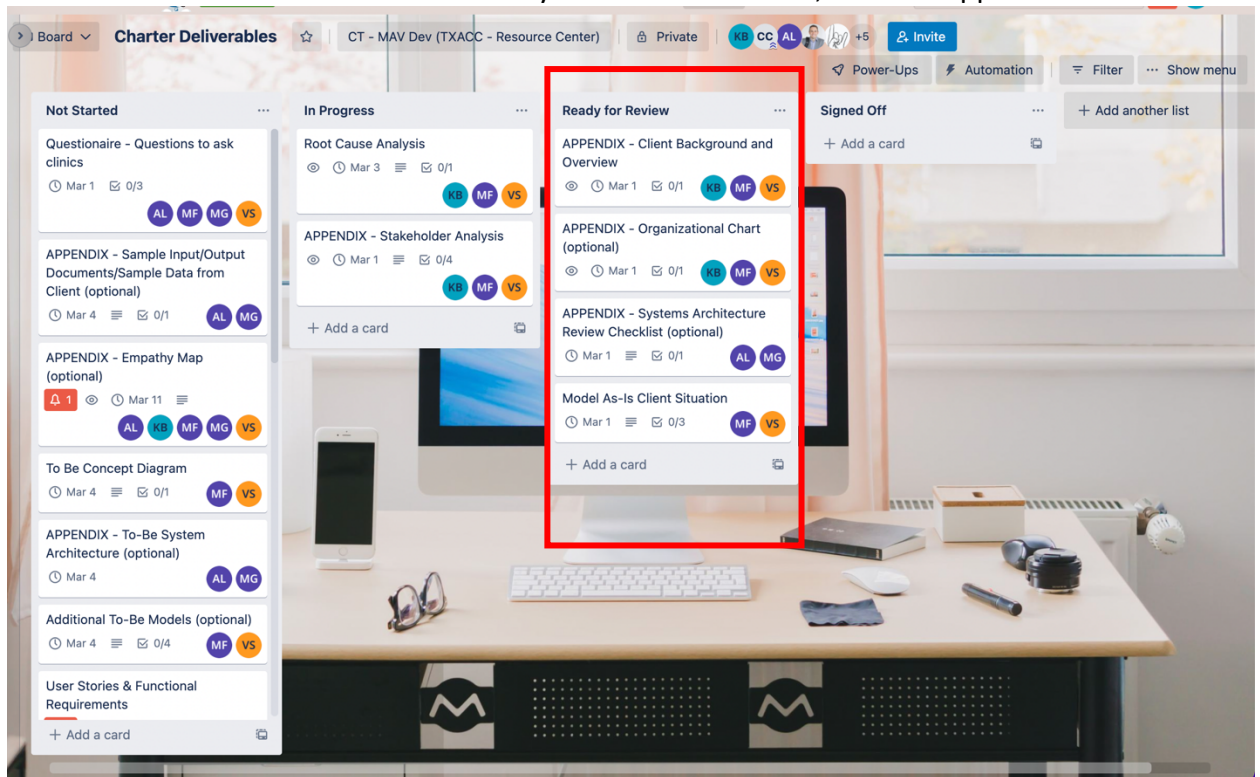
A. Discussion Agenda

1. Revision of As-Is Business Process Diagram
2. Revision of As-Is Architecture System Diagram
3. Q&A – Budget
4. Q&A – Root Cause Analysis
5. Understand Joe’s specific requirements (functions, designs)

B. What We Need

1. Help us Sign-off the Charter Deliverables

- Kindly help us sign off the “Ready for Review” items on the Trello Board – Charter Deliverables
- How: Click on each card under the “Ready for Review” column, check “I Approve...”



2. Clinics interview

- The list includes 3-5 clinics for interview
- The best time for us to reach out to each of them!

C. Project Tracking

- Project Tracking (For Meetings and Development)

<https://trello.com/b/r8DXAHG0>

- For Charter Deliverables

<https://trello.com/b/sucG4Wpv>

D. Next Meeting

- Time: Tuesday, 3/1 @9:30AM
- Location: Zoom
- Meeting Agenda and Zoom Invitation will be sent out on Saturday (2/26)