

ROSS Change Board Meeting
May 4 -6 2004

Attendees included:

Dave Hendren , Dave Hart , Beth Mason, Kathy Miles, Ray Nelsen, Grant Kemp, Rod Chaffee

Meeting Brief;

Tuesday morning the board was thoroughly briefed on version 2.0 and 2.1 by Jon Skeels. A demo of version 2.0 was planned but due to extended needs for continued load testing by Lockheed Martin, the demo was cancelled.

Tuesday afternoon Karen Beck provided the board with an update on the Capitol Planning Investment Process (CPIC) detailing where the current investment segments were at in this process, FY05 is in final approval at the agency level, and FY06 items final submission date was extended to June 11, 04. She identified the need for the CPIC process to be included as a section of the Change Management plan. Rod and Jon will update in the near future.

Rod finished the afternoon with review of items planned for version 2.2.

On Wednesday the board spent the entire day with the subject matter experts (SME) at Lockheed Martin getting hands on experience with the testing process. They shadowed the SME, then ran a few test cases first hand. The board expressed sincere sympathy for the folks testing daily and preferred not to do that again.

Thursday morning the board discussed and completed a decisional matrix exercise on FY06 Investment Segments. The exercise determined, in the event one or more of the segments are not funded, the priority of implementation. (see supporting document for decision rational)

Thursday afternoon was spent reviewing items for the FY07 Investment Segments.

The board has developed an initial list that include;

Basic Operation and Maintenance

Qualification Hierachry

Smart Card Technology

Web / Phone Status Enhancement

DMS / ROSS Enteraction

Hardware / Software Upgrades?

Assignments were distributed to volunteers to write a brief summary for the segements.

Qualification Hierachry ----- Katy M.

Smart Card Technology ----- Ray N.

Web / Phone Status Enhancement ---- Dave Hart

DMS / ROSS Enteraction ----- Beth M.

The board decided a conference call was need prior to the June 11, 04 submission date for FY06 items to finalize their priority decision.

Round Robin;

Need meeting before mid October to finalize FY07 items, review 2004 season if any additional suggestion are received.

Focus more on business at hand, not enough time to thoroughly review 07 items and discuss.

Would like to have an approval process of what is displayed on change board web page.