2017-12-18 Project Management Meeting

Date

☷ 18 Dec 2017

Attendees

- Jamie Thomas
- Burke Mamlin
- Ivange Larry Ndumbe
- Daniel Kayiwa
- Theresa Cullen

Discussion items

Item	Who	Notes
OMRS17		- Any items PM needs to follow up on? - Operationally it would be good to review notes pages to consolidate and pull out important items (check back with Terry in a couple weeks)
OCL Module	Rafal Korytkowski	OCL currently being tested by the Banda Health team from Kenya. We are working on fixing issues together. A few days ago Rafal Korytkowski did a new release of the module with some fixes, but expect to do another release this week. (update 12/6)
Modulus server being decommissioned	Darius Jazayeri	Darius did testing
Reference Application	Stephen Senkomago Musoke	- was to be released on Dec 7 but don't see it on download page or on Talk - Asked Tendo & Stephen here.
Platform	Irene Nyakate, Wyclif Luyima, Burke Mamlin	Asked about release status here.

GCI	Ivange Larry Ndumbe	- Leaned a lot on a few mentors who were doing the heavy lifting for GCI task review - Felt like we leaned too much on Daniel for reviewing technical tasks - Could have used more mentors with technical skills this year - Mentor team was limited to previous GSoC & GCI students and mentors - Many mentors were too busy during GCI - Have moved on to curated tickets - Students have blown us away - Claiming many tasks and even claiming some difficult tasks (and teaching Daniel a thing or two along the way 😃) - For future GCI: - Experienced mentors - Understand availability of mentors ahead of time - Be clearer with expectations - Consider having mentors sign up for specific hour(s) - Create a timeline where people can help cover all times during the week - It would help if mentors could be assigned to particular types of tasks - Consider accepting more mentors, but limit mentors to approve only tasks for which their experience allows. - Try to find ways to motivate mentors for availability. - Some mentors seem to get tired along the way. - Expectation: 20% of mentors active, 40% fairly active, 40% not active or unseen **Did not have statistics to help getting started** - How many tasks needed up front? - What types of tasks are needed? e.g., some tasks (like video tasks) can be done by many students; however, coding tasks cannot easily be taken by many students without creating confusion - How many mentors are needed? **Start preparing for GCI 1-2 months earlier** (before announcement) to get more coding tasks prepared - Consider creating a document like So you want to be a GSoC admin? for GCI admins.
Andela	Daniel Kayiwa	
pmtool		

Scrum of Scrums		- Next one Jan 10 - Terry working on format for Scrum of Scrums, still need to get with Darius on this - Terry posted to Talk about tracking shared opportunities - https://talk.openmrs.org/t/2017-10-11-quarterly-ecosystem-scrum-of-scrums/13520/5 - Jamie posting this week on Talk in preparation
PM Activities		Anything to add or change?

Action items

- ☑ Jamie Thomas to post about scrum of scrum this week
- ☑ Burke Mamlin following up with Stephen and Tendo on Ref App Release
- ☑ Jamie Thomas to follow up with Terry on Scrum of Scrums format
- ☐