# 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 | | <ul><li>Any items PM needs to follow up on?<ul><li>Operationally it would be good to review notes pages to consolidate and pull out important items (check back with Terry in a couple weeks)</li></ul></li></ul> |
| OCL Module | Rafal Korytkowski | <ul><li>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)</li></ul> |
| Modulus server being decommissioned | Darius Jazayeri | <ul><li>Darius did testing</li></ul> |
| Reference Application | Stephen Senkomago Musoke | <ul><li>was to be released on Dec 7 but don't see it on download page or on Talk</li><li>Asked Tendo & Stephen here.</li></ul> |
| Platform | Irene Nyakate, Wyclif Luyima, Burke Mamlin | <ul><li>Asked about release status here.</li></ul> |

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| GCI | Ivange Larry Ndumbe | <ul><li>Leaned a lot on a few mentors who were doing the heavy lifting for GCI task review<ul><li>Felt like we leaned too much on Daniel for reviewing technical tasks</li></ul></li><li>Could have used more mentors with technical skills this year</li><li>Mentor team was limited to previous GSoC & GCI students and mentors</li><li>Many mentors were too busy during GCI</li><li>Have moved on to curated tickets</li><li>Students have blown us away<ul><li>Claiming many tasks and even claiming some difficult tasks (and teaching Daniel a thing or two along the way 🙂)</li></ul></li><li>For future GCI:<ul><li>Experienced mentors</li><li>Understand availability of mentors ahead of time</li><li>Be clearer with expectations</li><li>Consider having mentors sign up for specific hour(s)<ul><li>Create a timeline where people can help cover all times during the week</li></ul></li><li>It would help if mentors could be assigned to particular types of tasks<ul><li>Consider accepting more mentors, but limit mentors to approve only tasks for which their experience allows.</li></ul></li><li>Try to find ways to motivate mentors for availability.</li><li>Some mentors seem to get tired along the way.</li><li>Expectation: 20% of mentors active, 40% fairly active, 40% not active or unseen</li><li>**Did not have statistics to help getting started**<ul><li>How many tasks needed up front?</li><li>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</li><li>How many mentors are needed?</li></ul></li><li>**Start preparing for GCI 1-2 months earlier** (before announcement) to get more coding tasks prepared</li><li>Consider creating a document like So you want to be a GSoC admin? for GCI admins.</li></ul></li></ul> |
| Andela | Daniel Kayiwa | |
| pmtool | | |
| Scrum of Scrums | | <ul><li>Next one Jan 10</li><li>Terry working on format for Scrum of Scrums, still need to get with Darius on this</li><li>Terry posted to Talk about tracking shared opportunities - https://talk.openmrs.org/t/2017-10-11-quarterly-ecosystem-scrum-of-scrums/13520/5</li><li>Jamie posting this week on Talk in preparation</li></ul> |

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| 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
- ☐