

# 2017-12-18 Project Management Meeting

## Date

18 Dec 2017

## Attendees

- [Unknown User \(jthomas\)](#)
- [Burke Mamlin](#)
- [Unknown User \(ivange94\)](#)
- [Daniel Kayiwa](#)
- [Unknown User \(terry\)](#)

## Discussion items

Item	Who	Notes
OMRS17		<ul style="list-style-type: none"><li>• Any items PM needs to follow up on?<ul style="list-style-type: none"><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	<a href="#">Unknown User (raff)</a>	<ul style="list-style-type: none"><li>• OCL currently being tested by the Banda Health team from Kenya. We are working on fixing issues together. A few days ago <a href="#">Unknown User (raff)</a> 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	<a href="#">Unknown User (darius)</a>	<ul style="list-style-type: none"><li>• Darius did testing</li></ul>
Reference Application	<a href="#">Stephen Senkomago Musoke</a>	<ul style="list-style-type: none"><li>• was to be released on Dec 7 but don't see it on download page or on Talk</li><li>• Asked Tendo &amp; Stephen <a href="#">here</a>.</li></ul>
Platform	<a href="#">Irene Nyakate, Wyclif Luyima, Burke Mamlin</a>	<ul style="list-style-type: none"><li>• Asked about release status <a href="#">here</a>.</li></ul>

GCI	Unknown User (ivange94)	<ul style="list-style-type: none"> <li>• Leaned a lot on a few mentors who were doing the heavy lifting for GCI task review <ul style="list-style-type: none"> <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 &amp; 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 style="list-style-type: none"> <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 style="list-style-type: none"> <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 style="list-style-type: none"> <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 style="list-style-type: none"> <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>• <b>Did not have statistics to help getting started</b> <ul style="list-style-type: none"> <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>• <b>Start preparing for GCI 1-2 months earlier</b> (before announcement) to get more coding tasks prepared</li> <li>• Consider creating a document like <a href="#">So you want to be a GSoC admin?</a> for GCI admins.</li> </ul> </li> </ul>
Andela	Daniel Kayiwa	
pmtool		
Scrum of Scrums		<ul style="list-style-type: none"> <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 - <a href="https://talk.openmrs.org/t/2017-10-11-quarterly-ecosystem-scrum-of-scrums/13520/5">https://talk.openmrs.org/t/2017-10-11-quarterly-ecosystem-scrum-of-scrums/13520/5</a></li> <li>• Jamie posting this week on Talk in preparation</li> </ul>
PM Activities		<ul style="list-style-type: none"> <li>• Anything to add or change?</li> </ul>

## Action items

- Unknown User (jthomas) to post about scrum of scrum this week
- Burke Mamlin following up with Stephen and Tendo on Ref App Release
- Unknown User (jthomas) to follow up with Terry on Scrum of Scrums format
-