2020-03-11: OCL for OpenMRS Squad Meeting

Attendees

tendo kiiza Martyn
Jennifer
Andrew Kanter
Jonathan Payne
Herbert Yiga
Daniel Kayiwa

Call Recording

Agenda

Reviewing Lincoln’s New Code Base

- Testing to cease by end of this week according to Herbert Yiga
- Daniel Kayiwa is doing final review of tickets and will give okay to move ahead with new code base

Review Onboarding Session

- Herbert Yiga to review progress on Onboarding
- Will have an onboarding session on Thursday
  - Those participating in the onboarding session will demo what they have been doing
  - Lincoln will be on the onboarding session
  - Consider this a “mid-project” evaluation as they do for GSoC
  - Goal is to make sure people are expanding their skills and are ready to work on tickets once the next sprint is ready to start
- Feed back required from Lincoln on progress of those onboarding.

Sprint Planning

- Herbert Yiga to arrange sprint planning with Ellen Ball
- Issues raised on Talk should be added to backlog as we go along in order to avoid searching for issues later on or missing them entirely.
- Herbert Yiga or someone he identifies will review Talk for issues from the past two weeks.
- tendo kiiza Martyn indicated that he is available to assist

Monitoring

- Monitor project progress, including board activity, on a weekly basis
- Establish standard agenda items. Right now those are:
  - New code base
  - Onboarding
  - Spring + Sprint Planning
  - Board review
- Consider using a PM tool to monitor activities towards our objectives

Miscellaneous

- Notes taking to be done using Etherpad and later on embedded in Confluence
- Expectations for real time note-taking
  - Have an Agenda
  - Track the time for each agenda item
  - Document important decisions + rationale
  - Individuals should add any other important points brought up during the meeting
  - Summary of TODOs for the next meeting.

TODOs

- Herbert Yiga to facilitate onboarding session on Thursday
- Lincoln Karuhanga to provide feedback on individuals’ onboarding progress
- Herbert Yiga to reach out to Ellen about sprint planning
- Jennifer Antilla to post call recording to the Wiki and Talk