

# Project Management Meeting

## Meeting Schedule

Excluding [OpenMRS Holidays](#), this call meets every Monday at 3pm UTC.

[See a list of time zone conversions.](#)

## Description

- Purpose: Ensure that weekly work activities are on schedule (discuss any project blockers, provide project status updates, discuss collaborations with organizations, discuss resource focus, etc.)
- General format:
  - Review & update our [technical road map](#) page to reflect active work, goals, and priorities for the community. (30 min)
    - Review progress & anticipate issues with existing milestones
    - Anticipate what is needed to make progress on future milestones
  - Updates from OpenMRS Distributions (5 min each)
  - Reflect on how we're doing with project management. What can we do better next week? (1 min)
  - AOB
  - Review action items (1 min)
- Who can join? - All members of the OpenMRS community that serve in a leadership capacity. That is, an individual who dedicates a significant amount of his/her time in service of other members of the OpenMRS community and implementations.

## How To Join

### OpenMRS Meetings @ UberConference

**Audio, Chat, & Screen Sharing (latest Chrome, Firefox, Safari, or other WebRTC-compatible browser)**

- <http://www.uberconference.com/openmrs>

**Audio Only (Telephone or your favorite VoIP client)**

- Toll-free (United States): **+1 (888) 510-4073**
- International: **+1 (201) 479-2055**
- [View a list of local access phone numbers for various countries.](#) After dialing, when prompted enter meeting number **888-510-4073**.

**Be Prepared for Your Meeting**

- Consider connecting via telephone/VoIP for best audio quality.
- If connecting via computer, be sure your network has the audio/video bandwidth you need.
- Before attending or presenting via computer, [try the web browser microphone/speaker test](#).
- Read the [UberConference support pages](#) for troubleshooting or [contact them in case of problems](#).

**Be Considerate of Others**

- Please be on time for your meeting, and end on time.
- The conference line is a shared resource for our community's use in our open source projects. Please do not use it for 3rd-party or personal meetings.
- Be sure to confirm (and add) your meeting time on the [Community Meeting Calendar](#) to ensure others aren't using the service at the same time.
- Please don't schedule meetings "back to back". Allow time for one meeting to wrap up before the next meeting begins.

Contact [Cynthia Antwi](#) for more information.

## Project Management Overview Tool

<https://om.rs/pmtool>

## Agendas & Notes

2020

|   |                                     |                                   |
|---|-------------------------------------|-----------------------------------|
| <b>January</b><br>6, 13, 20 (OpenMRS HOLIDAY), 27 | <b>February</b><br>3, 10, 17, 24    | <b>March</b><br>2, 9, 16, 23, 30  |
| <b>April</b><br>6, 13, 20, 27                     | <b>May</b><br>4, 11, 18, 25         | <b>June</b><br>1, 8, 15, 22, 29   |
| <b>July</b><br>6, 13, 20, 27                      | <b>August</b><br>3, 10, 17, 24, 31  | <b>September</b><br>7, 14, 21, 28 |
| <b>October</b><br>5, 12, 19, 26                   | <b>November</b><br>2, 9, 16, 23, 30 | <b>December</b><br>7, 14, 21, 28  |

**2019**

|  |   |                                      |
|--|---|--------------------------------------|
| <b>January</b><br>7, 14, 21 (OMRS 18 PUBLIC HOLIDAY), 28 | <b>February</b><br>4, 11, 18 (OMRS Holiday), 25 | <b>March</b><br>4, 11, 18, 25        |
| <b>April</b><br>1, 8, 15, 22, 29                         | <b>May</b><br>6, 13, 20, 27                     | <b>June</b><br>3, 10, 17, 24         |
| <b>July</b><br>1, 8, 15, 22, 29                          | <b>August</b><br>5, 12, 19, 26                  | <b>September</b><br>2, 9, 16, 22, 30 |
| <b>October</b><br>7, 14, 21, 28                          | <b>November</b>                                 | <b>December</b>                      |

**2018**

|  |  |  |
|--|--|--|
| <b>January</b><br>1 (CANCELLED - New Years Day), 8, 15 (CANCELLED - OpenMRS Holiday), 22, 29 | <b>February</b><br>5, 12, 19 (CANCELLED - OpenMRS Holiday), 26 | <b>March</b><br>5, 12, 19, 26  |
| <b>April</b><br>2, 9, 16, 23, 30   | <b>May</b><br>7, 14, 21, 28 (CANCELLED - OpenMRS Holiday)      | <b>June</b><br>4, 11, 18, 25   |
| <b>July</b><br>2, 9, 16, 23, 30  | <b>August</b><br>6, 13, 20, 27                                 | <b>September</b><br>3 (CANCELLED - OpenMRS Holiday), 10, 17, 24                |
| <b>October</b><br>1, 8, 15, 22, 29   | <b>November</b><br>5, 12, 19, 26                               | <b>December</b><br>3, 10, 17, 24 (CANCELLED - OpenMRS Holiday), 31 (CANCELLED) |

Click here to expand:

**January**

09, 23, 30

**February**

06, 13, 20 (CANCELLED - OpenMRS Holiday), 27

**March**

06, 13, 20, 27

**April**

03, 10, 17, 24

**May**

01, 08, 15, 22

**June**

05, 12, 19, 26

**July**

03 (CANCELLED - OpenMRS Holiday), 10, 17, 24, 31

**August**

07, 14, 21, 28

**September**

11, 18, 25

**October**

02, 9 (CANCELLED - OpenMRS Holiday), 16, 23, 30

**November**

06, 13, 20, 27

**December**

04, 11, 18

**January**

4, 11, 18 (CANCELLED), 25

**February**

1, 8, 15 (CANCELLED), 22, 29

**March**

7, 14, 21, 28

**April**

4, 11, 18, 25

**May**

2, 9, 16, 23

**June**

6, 13, 20, 27

**July**

4 (CANCELLED), 11, 18, 25

**August**

1, 8, 15, 22, 29

**September**

12, 19, 26

**October**

3, 10, 17, 24, 31

**November**

7, 14, 21, 28

**December**

5, 12, 19

|  |  |   |   |  |  |
|--|--|---|---|--|--|
| <b>January</b><br>5, 12, 19 (CANCELLED),<br>26 (CANCELLED) | <b>February</b><br>2 (CANCELLED) , 9, 16, 23<br>(CANCELLED #MOZ15) | <b>March</b><br>2, 9, 16, 23, 30                    | <b>April</b><br>6 ("All Hands on Deck"<br>Testing Sprint), 13, 20, 27 | <b>May</b><br>4, 11, 18, 25<br>(CANCELLED) | <b>June</b><br>1, 8, 15, 22, 29                            |
| <b>July</b><br>6, 13, 20, 27                               | <b>August</b><br>3, 10, 17, 24, 31                                 | <b>September</b><br>7<br>(CANCELLED),<br>14, 21, 28 | <b>October</b><br>5, 12 (CANCELLED), 19, 26                           | <b>November</b><br>2, 9, 16, 23, 30        | <b>December</b><br>7(CANCELLED), 14<br>(CANCELLED), 21, 28 |

|                                   |                             |                                     |                                    |                                    |                                       |
|-----------------------------------|-----------------------------|-------------------------------------|------------------------------------|------------------------------------|---------------------------------------|
| <b>January</b><br>• 8, 15, 22, 29 | <b>February</b><br>• 19, 26 | <b>March</b><br>• 5, 12, 26         | <b>April</b><br>• 2, 9, 16, 23, 30 | <b>May</b><br>• 7, 21, 28          | <b>June</b><br>• 4, 11, 23, 30        |
| <b>July</b><br>• 14, 21           | <b>August</b><br>• 11, 18   | <b>September</b><br>• 8, 15, 22, 29 | <b>October</b><br>• 6, 13, 20, 27  | <b>November</b><br>• 3, 10, 17, 24 | <b>December</b><br>• 1, 8, 15, 22, 29 |

**January**

- 2 - Looking into 2013
- 9 - Kick Off Meeting information, Current and Future Sprint
- 16 - Reporting Module, Patient Summary, RestWS, 2.0, Patient Data
- 23 - Patient Summary, Future Sprint Planning
- 29 - Meeting

**February**

- 13 - Status Update
- 20 - Status Update
- 27 - RESTWS Update, Community Swimlane, Future Sprints, Open Discussion: Road Map and others

**March**

- 5 - Status Update
- 13 - Road Map and Sprint Topics
- 20 - Current Sprint Update
- 27- Current Update

**April**

- 3 - Open Discussion
- 10 - Open Discussion
- 17 - Reference Application Discussion
- 24 - Reference Application

**May**

- 1 - Reference Application
- 8 - Reference Application
- 15 - Reference Application

**June**

- 5 - Reviving Sprints, Reference Application, Form Entry for Ampath
- 12 - Update Meeting

## July

- 17 - [Form Entry, RA, JSS, Kanban](#)

## August

- 28 - [Packaging, REST, Contributors](#)

## September

- 4 - [RA Update, Community Tracking](#)
- 11- [RA Update, Community Tracking, Community Intro Tickets, OpenMRS Conference](#)
- 18 - [RA Update, Community Tracking](#)
- 25 - [RA Update, Community Tracking, Documentation, Conference](#)

## October

- [Volunteer Update, Community Swimlane Discussion](#)
- 30 - [New BA, Community Swimlane, Volunteer update, Order Entry Update](#)

## November

- [Design Updates, Community Talk](#)
- 27 - [Updates, Community](#)

## December

- 4 [Status Updates](#)
- 11 [Status Updates](#)

## 17January

- 11 - [Sprint Update, Improving Communication about Projects to the Community](#)
- 18 - [Canceled due to Travel Schedules](#)
- 25 - [Sprint Update, Road Map Planning](#)

## February

- 1 - [Sprint Updates: Are we on track for 1.9 Release](#)
- 8 - [Preview of the Upcoming Pentaho Sprint](#)
- 15 - [Pentaho Sprint Update, Design a process of prioritizing bug reports from implementations](#)
- 22 - [Process of Getting Individuals Involved in the Community](#)
- 29 - [Sprint Update and 1.9 Release](#)

## March

- 7 - [Did not Meet: Design-a-thon](#)
- 14 - [Responding to Implementer Tickets, Planning Sprints](#)
- 21 - [Canceled due to lack of a quorum](#)
- 28 - [Retrospective of Logic 2 Sprint, Discussion of Upcoming Sprints \(Reporting Module, Atom Feed Prep, Web Services 1.0, Re-Visit Road Map](#)

## April

- 4 - [Sprint Updates, 1.9RC3, OpenEHR and OpenMRS, OpenMRS Hackathon](#)
- 11 - [Sprint Updates, Merck Updates](#)
- 18 - [Sprint Updates, Project Manager Update](#)
- 25 - [Retrospective, Order Entry Week 1, Atlas Module 1.0, Future Sprints, Personnel Updates](#)

## May

- 2 - [Canceled](#)
- 9 - [Meetings with Kiran, Transition Plan, Sprint Schedule](#)
- 16 - [Code Review, In-Person Meeting with Kiran, Sprint Schedule](#)
- 23 - [Finalizing Dates to Meet Kiran, Sprint Updates](#)
- 30 - [Creating Procedure for Implementers to Buy Developers' Time, Test Driven Development and Code Review,](#)

## June

- 6 - [Contractor Reviews, OpenMRS Navigator, Sprint Schedule Planning Review](#)
- 13 - [Burke travel, Sprint Planning, Github, Calendars, Thought Works](#)
- 20 - [Canceled](#)
- 27 -

## July

- 11 - [Sprint Planning, Swimlane, discussion](#)

## August

- 1 - Ticket Editing, Bug Fixer, Maintenance Branches, and Voting
- 8 - Grasshopper, Daily Scrums, Voting
- 15 - Github and Hackathon Discussions
- 22 - Sprint Extension, Discussion on difficulties with future sprint planning, Spike Sprint
- 29 - Road map discussion, Sprint Planning, Free Conference Service

#### September

- 5 - Sprint Planning Discussion
- 12 - Epic Sprint Topic Review
- 19 - Discussion on the Hackathon, Sprint Updates

#### October

- 17 - Rotation of Bug Fixers, Ben duties, New Developer Help, Sprint Review
- 24 - Implementation driven sprint, community dev, other sprints
- 31 - Current Sprint Update, Future Sprint Discussion, Operational Questions

#### November

- 7 - Current Sprint Update (Mirebalais User Interface Sprint, Bug Fixing Swim Lane), Review Sprint Backlog (Visit Scheduling or Queueing, Registration Module, Mockito, Integration of RESTWS, Retrospective Query in Reporting Framework, Dispensing Module (with OpenBoxes integration), Import and Export of CCD)
- 14 - Current Sprint, Atlas, Future Sprint Planning
- 21 - Current Sprint, Visit and Queing, Registration Module
- 28 - Current Sprint, Visit and Queing, Registration Module, LDAP, New Developer Assistance

#### December

- 5 - Current Sprint, Reg Sprint, Future Sprints, and Opening PM Call
- 12 - Current Sprint, Future Sprint, and Open Discussion
- 19 - Current Sprint, Future, and Open Discussion

#### July

- 27 - OpenMRS Collaboration with MoTECH, Road Map Discussion, Defining the Project Management Call

#### August

- 3 - Road Map Discussion
- 10 - Canceled
- 17 - Canceled
- 24 - Canceled
- 31 - Road Map Discussion, Sprint Schedule Discussion

#### September

- 7 - OpenMRS Updates
- 14 - Developer Updates: How to be More Efficient
- 21 - Road Map Page Discussion and Road Map Design Page
- 28 - 1.9 Alpha Release

#### October

- 5 - Canceled
- 12 - Implementers Meeting
- 19 - Google Summer of Code Documentation Camp
- 26 - 1.9 Alpha Release

#### November

- 2 - 1.9 Alpha Release, Mapping the Sprint Schedule, Potential ThoughtWorks Hours in December
- 9 - 1.9 Alpha Release, Sprint Schedule Updates, Re-Assessing End of the Year Goals
- 16 - Infrastructure Updates, Sprint Schedule Updates, Re-Assessing End of the Year Goals
- 23 - Reassessing End of the Year Goals, Meeting with Technical Writers
- 30 - WAHIFP Training, Making Scrums more Efficient, Continuous and Agile Development

#### December

- 7 - Sprint Status Updates, Testing and Release Processes
- 14 - Testing and Release Process and Improving Sprints
- 21 - Sprint Update and 2012 Sprint Topics
- 28 - Canceled for Holiday