2019-02-01 Atlassian Developers Meeting Agenda (3 pm EDT)

Date

01 Feb 2019

Item	Who	Notes
Item	**Who**	**Notes**
Agenda Review	LC	
Roll Call	LC	☑ Wayne Kubick ☑ David Johnson ☑ Lorraine Constable ☐ Tony Julian ☑ Lloyd McKenzie ☐ Ted Klein ☐ Jean Duteau ☐ Ken McCaslin ☑ Josh Procious ☐ Marc Duteau ☐ Click to add a new task...
Announcements / Administraton	LC	next call will be Feb 15th
Webmaster's Report	DJ	- updated licenses for Jira/Confluence through March 2020 - list of plugins ordered by date - these may need to be renewed - plugin upgrades will be coming / probably Monday - Josh got lots of questions from WGM - new attendance log went over well.
Ballot Project	LM/JD	- email notification is working so you can get daily notifications of what has changed; weekly notifications to assignee - plugin used is called Raley Notifications - currently just in JiraDev - add-on available to manage versions and the migration process - documentation near complete for regular users - disabled a few items that were not needed - next focus - finishing documentation for managers - aim is for end of next week. - then should be ready to test from an issue tracking piece of work - then code to convert Gforge into Jira - this will likely delay ballot testing past May - Wayne Kubick : follow up with TSC re Jira training material
JIRACon Project	LC/JP	- Post-WGM has been follow up with users and assisting in moving groups towards the style sheet. Marc Duteau is working on a style guide. - had around 7 meeting with work groups and guiding them toward the style guide - migration missed for Patient Administration; 5 more to go plus two steering division - Identify PSS Workflow pilot candidates - Dave did some cleanup on the pss form - Josh is creating a smarter form for pss. - Discussed 4 candidate projects for pilot; Lorraine will document, then we can reach out to the co-chairs and set up a kick-off call - Follow up with Dave on getting Confluence pss into Project Insight - Joshua Procious - set up a brief call with Dave / Ann / Josh / Wayne for prep call. Lynn optional

UTG Project	TK	• no update

Other projects	WK/JP	• Co-Chair Handbook
		   ◦ draft was presented to PIC
		   ◦ check with Marc re current state
		   ◦ Wayne has yet to review
		   ◦ Co-Chair - v1
		   ◦ Joshua Procious relay Marc's status on Co-Chair Handbook to Wayne.

Adjournment		15:41 ET

Action items

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