

# Project Review Team – Meeting Minutes – May 16, 2018

## The following Departments/Agencies participated in the meeting:

Department of Agriculture (USDA DM)  
Department of Homeland Security (DHS)  
Department of Justice (DOJ)  
Department of Treasury (TR)  
Government Publishing Office (GPO)  
Small Business Administration (SBA)

NFC, GESD Representatives

- Keith Piner, Project Control Office (PCO)
- Phyllis Graves, Applications Testing Branch (ATB)

## Meeting Materials Provided

- Agenda May 2018
- PRT Meeting Presentation May 2018
- Customer User Acceptance Test (CUAT) PRT May 2018

## Welcome and Introductions – Keith Piner

Keith welcomed and thanked everyone for their attendance. Roll-call was taken.

## PRT Updates – Keith Piner

- PRT Standard Slides – Software Change Request statistics and Incident Report statistics were provided for PPS, EmpowHR, and webTA. Callers were instructed to review the slides and if there were any questions, send a request to [PRTeam@nfc.usda.gov](mailto:PRTeam@nfc.usda.gov).
- PRT Reports – Reports were provided on Monday, May 14, 2018.  
**Note:** If you are not receiving the reports, please send an email to [PRTeam@nfc.usda.gov](mailto:PRTeam@nfc.usda.gov).

## Ongoing Initiatives/Project Discussion

### • CUAT – Phyllis Graves

A handout was provided for CUAT.

CY18 CUAT Scheduled Release Dates were provided.

Currently conducting CUAT for the following:

- Conducting CY18 PP10 WebTA 3.8.35 SP 2.0: May 8, 2018 – May 18, 2018
- Conducting CY18 PP11 IRIS Web Conversion: May 8, 2018 – June 1, 2018
- Conducting CY18 PP11 OCIO Implementation: May 8, 2018 – June 1, 2018
- Preparing to conduct CY18 PP13 Scheduled Release: June 5, 2018 – June 29, 2018

### **Customer Comments –**

- Melanie Nini, DHS, asked for status on SCR30876/1513997, Administrative Leave Act of 2016. Stephanie Forster, TR, reported that NFC is still waiting for final requirements to be released. This information was provided at the last CAPPs meeting.
- Stephanie Forster, TR, asked if SCR 30251/1479116, IRIS Conversion to WEB, will be available in CUAT. Phyllis Graves reported CUAT started last Tuesday, May 8<sup>th</sup>, and will continue through June 1<sup>st</sup>.

### **Closing Remarks – Keith Piner**

The next meeting is scheduled for August 8, 2018, 10:00 a.m. eastern time. An email will be issued approximately three weeks prior to the meeting requesting submission of any questions that you would like to discuss.