

Project Review Team – Meeting Minutes – May 13, 2020

The following Departments/Agencies participated in the meeting:

Department of Agriculture (USDA DM)
Library of Congress (LOC)
Department of Commerce (DOC)
Department of Homeland Security (DHS)
Department of Treasury (TR)
Government Printing Office (GPO)
Smithsonian Institution (SI)

NFC, GESD Representatives

- Keith Piner, Project Control Office (PCO)
- Cheryl Carroll, Applications Testing Branch (ATB)

Meeting Materials Provided

- Agenda May 2020
- PRT Meeting Presentation May 2020
- Customer User Acceptance Test (CUAT) PRT May 2020

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@usda.gov.
- PRT Reports – Reports were provided on Tuesday, May 12, 2020.
Note: If you are not receiving the reports, please send an email to PRTeam@usda.gov.

Ongoing Initiatives/Project Discussion

- **CUAT – Cheryl Carroll**

A handout was provided for CUAT.

CY20 CUAT Scheduled Release Dates were provided.

- PP 06 February 25, 2020 – March 20, 2020
- PP 13 June 2, 2020 – June 26, 2020
- PP 20 September 8, 2020 – October 2, 2020

Currently conducting CUAT for the following:

- CY20 PP10, Project 42162 webTA 4.2 SP10
- Preparing conduct CY20 PP13, Scheduled Release
- Preparing conduct CY20 PP13, Project 1565814/30996, Implementation of Manager Recruit Request (MRR) Functionality for FCA/FCSIC

Recent Accomplishments:

- CY20 PP06, Scheduled Release
- CY20 PP08, Project 39166, CBP Retention Incentive

Issues/Risks

- CUAT is scheduled based on current implementation schedules

Customer Comments – There were no comments

Closing Remarks – Keith Piner

The next meeting is scheduled for August 5, 2020, 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.