

## **Project Review Team – Meeting Minutes – February 10, 2021**

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

Department of Agriculture (USDA)  
Department of Commerce (DOC)  
Department of Homeland Security (DHS)  
Department of Justice (DOJ)  
Department of Labor (DOL)  
Department of Treasury (TR)  
Library of Congress (LOC)  
Small Business Administration (SBA)  
U.S. Customs and Border Protection

NFC, GESD Representatives

- Keith Piner, Project Control Office (PCO)
- Josie Stovall, Systems Requirements Branch (SRB)
- David Mattio, Applications Testing Branch (ATB)

### **Meeting Materials Provided**

- Agenda February 2021
- PRT Meeting Presentation February 2021
- Schedule Release CY21 06 Community-Wide PRT February 2021
- Customer User Acceptance Test (CUAT) PRT February 2021

### **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](mailto:PRTeam@usda.gov).
- PRT Reports – Reports were provided on Wednesday, **February 3, 2021**.  
**Note:** If you are not receiving the reports, please send an email to [PRTeam@usda.gov](mailto:PRTeam@usda.gov).

### **Ongoing Initiatives/Project Discussion**

- Review Scheduled Release – Refer to Scheduled Release CY21 06 Community-Wide PRT February slide.
- Review CUAT – Refer to CUAT PRT February 2021 slide.
- High Level Timeline - Project 45898 NFC Consolidated Appropriations Act 2021 Student Loan Nontaxable (no attachment)
- Current State - Project 45898 – Development is in-progress.

- Recent Accomplishments - Project 45898 – Functional Requirement Document was completed and signed.

**Customer Comments** - There were no comments

**Closing Remarks – Keith Piner**

The next meeting is scheduled for May 12, 2021, 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.