|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **ACP Testing Workgroup Meeting** | | | | | Agenda: |  | Minutes: | X |
| Facilitator: | Healtheway | | Date: | 08/01/2014 | | | | |
| Note taker: | Didi Davis | | Time: | 12-1:00PM (EST) | | | | |
| Attendees | | | | | | | | |
| |  |  | | --- | --- | | Ahmed | , Shuvo | | |  | |  |  | | --- | --- | | Hill | , David | | | | | |  |
| |  |  | | --- | --- | | Bartlett | , Janis | | |  | |  |  | | --- | --- | | Lamy | , Joe | | | | | |  |
| |  |  | | --- | --- | | Borden | , David | | |  | |  |  | | --- | --- | | Lomangino | , Mike | | | | | |  |
| |  |  | | --- | --- | | Davis | , Didi | | | X | |  |  | | --- | --- | | Moehrke | , John | | | | | | X |
| |  |  | | --- | --- | | Donnelly | , John | | | X | |  |  | | --- | --- | | Pack | , Henry | | | | | |  |
| |  |  | | --- | --- | | Fourquet | , Carlos | | | X | Prahl, Martin | | | | | X |
| |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | | Heflin | , Eric | | | | X | |  |  | | --- | --- | | Ruf, | Lee,-Ann | | | | | | X |
| |  |  | | --- | --- | | Hernando | , Gonzalo | | |  | |  |  | | --- | --- | | Schramm | , David | | | | | | X |
| Nan Harrell | | X | Michelle Whitecar | | | | | X |

**Agenda**

* Review next steps and timeline approval of ACP SSA Profile Test Case Document.
* General Q&A from Group and discussion of Policy and Technical Task Group involvement
  + Review Submitted Comments with ACP WorkGroup
* Action Items/Timeline reviewed
  + 8/4/2014 - Healtheway Staff and Co-chairs will incorporate edits/comments into ACP refactored artifacts and will post to Wiki site prior to 8/8/2014 meeting next week.
  + These artifacts will be redistributed to all along with a summary of all comments received to workgroup. Healtheway staff will perform outreach on comment resolution form to all comments to verify comments have been addressed to their satisfaction. Please send comments on the documents to [testing@healthewayinc.org](mailto:testing@healthewayinc.org)
  + 08/08/2014 - Workgroup should have reviewed comments to verify they were properly addressed and come prepared to vote approval of test case artifacts on **August 8th, 2014**. If not able to participate on August 8th meeting. Please submit your vote (**Yes/No/Abstain)** to [testing@healthewayinc.org](mailto:testing@healthewayinc.org)
  + Test Tool Development Begins - 8/11/2014
  + Actual Pilot - 8/2014-9/2014
* Meeting Recordings:
  + [2014\_08\_01 APC WG External Meeting Audio Recording](http://ehealthexchange-acpworkgroup.wikispaces.com/file/detail/2014_08_01_APC_WG_External_Meeting_Audio_Recording.mp3)

**Action Items:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ID | Description | Owner | Date Opened | Date Due | Comments |
| 1 | Review Artifacts Distributed 7/18/2014 with comments by participants | ACP Workgroup Members | 7/18/2014 | 7/25/2014 |  |
| 2 | Posting of Comment Forms and Resolutions | ACP Chairs and Healtheway Staff | 7/18/2014 | 08/08/2014 |  |
| 3 | Incorporate edits to Artifacts | ACP Chairs and Healtheway Staff | 7/18/2014 | 08/04/2014 |  |
| 4 | Review Final Draft of Artifacts | ACP Workgroup Members | 7/11/2014 | 8/08/2014 |  |
| 5 | Approval of SSA Phase One Testing Artifact | ACP Workgroup Members | 7/18/2014 | 8/08/2014 |  |