|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **ACP Testing Workgroup Meeting** | | | | | Agenda: | X | Minutes: |  |
| Facilitator: | Healtheway | | Date: | 09/19/2014 | | | | |
| Note taker: | Juan C. Fourquet | | Time: | 12-1:00PM (EST) | | | | |
| Attendees | | | | | | | | |
| |  |  | | --- | --- | | Ahmed | , Shuvo | | |  | |  |  | | --- | --- | | Hill | , David | | | | | |  |
| |  |  | | --- | --- | | Bartlett | , Janis | | |  | |  |  | | --- | --- | | Lamy | , Joe | | | | | |  |
| |  |  | | --- | --- | | Borden | , David | | |  | |  |  | | --- | --- | | Lomangino | , Mike | | | | | |  |
| |  |  | | --- | --- | | Davis | , Didi | | |  | |  |  | | --- | --- | | Moehrke | , John | | | | | |  |
| |  |  | | --- | --- | | Donnelly | , John | | |  | Murray, Anthony | | | | |  |
| |  |  | | --- | --- | | Fourquet | , Carlos | | |  | |  |  | | --- | --- | | Pack | , Henry | | | | | |  |
| Harrell, Nan | |  | Prahl, Martin | | | | |  |
| |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | | Heflin | , Eric | | | |  | Rosas, Jennifer | | | | |  |
| |  |  | | --- | --- | | Hernando | , Gonzalo | | |  | |  |  | | --- | --- | | Ruf, | Lee,-Ann | | | | | |  |
| Hudson, Gretchen | |  | |  |  | | --- | --- | | Schramm | , David | | | | | |  |
| Helman, Jeff | |  | Whitecar, Michelle | | | | |  |

**Agenda**

* Update on the Test Pilot Timeline
  + Update on SOW for DIL testing tools
  + Update on testing artifacts
* Update on Tools Discussions and Phase I Peer to Peer testing
* General Q&A from Group

**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 | Completed |
| 2 | Posting of Comment Forms and Resolutions | ACP Chairs and Healtheway Staff | 7/18/2014 | 08/11/2014 | Completed |
| 3 | Incorporate edits to Artifacts | ACP Chairs and Healtheway Staff | 7/18/2014 | 08/04/2014 | Completed |
| 4 | Review Final Draft of Artifacts | ACP Workgroup Members | 7/11/2014 | 8/08/2014 | Completed |
| 5 | Approval of SSA Phase One Testing Artifact | ACP Workgroup Members | 7/18/2014 | 8/11/2014 | Completed |
| 6 | Test Tool Development | Healtheway/Aegis | 8/2014 | 9/30/2014 | Internal working sessions between HeW and Aegis continue and have been expanded to two hours this week and next to refine testing documentation and answer questions regarding tooling. |
| 7 | SOW Received from Aegis | Aegis/Healtheway Staff | 8/21/2014 | 9/15/2014 | HeW team received SOW on 8/21 and last edits were provided on 9/11 by HeW |
| 8 | Communication of Target Date for Pilot to Begin | Healtheway Staff | 8/22/2014 | 9/15/2014 | Discussions with SSA to begin capture of messages for use within test tool development |
| 9 | Phase 1 – Peer to Peer testing – Test tool development | Pilot Participants/  Hew Staff | 9/15/2014 | 9/30/2014 | Confirmation from SSA needed for resources and Megahit availability |
| 10 | Phase 2 – Automated Testing with DIL | Pilot Participants/  HeW Staff | 9/30/2014 | 10/31/2014 | Pilot will continue until all three vendors successful navigate testing with SSA and DIL concurrently. |
| 11 | Presentation to Specification Factory for Approval | Healtheway Staff | 8/2014 | 10/02/2014 | Exact Date TBD |
| 12 | Presentation to the Coordinating Committee for Approval | Healtheway Staff | 10/2014 | 11/2014 | Exact Date TBD |