

Week Ending 7/25/2014

Attendance

Name	Role	Organization	Present (Y/N)
Kumar Kuntipuram	TPM	Leidos	Y
Sherri De Coronado	GS	CBIIT	Y
Gilberto Fragoso	SME	CBIIT	Y
Bob Dionne	Subcontract PM	Dionne Associates	Y
JJ Pan	GPM	CBIIT	N
Tin Tran	QA	Leidos	Y

Action Items

Create Project Plan

#	Assigned	Description	Date Identified	Due Date	Date Completed	Comments	Status
1	Kumar Kuntipuram	Create Project Wiki page	7/17/2014	7/24/2014	7/24/2014	7/24/2014: Created the Wiki page	In Progress
2	Dionne	Create initial project plan	7/23/2014	8/1/2014			Open

Progress

Area of Interest	Details
Wiki	Created Project Status Wiki

JIRA Issues

Issue Number	Description	Status

Project Plan Changes

#	Description	Due Date	Resources	Notes	Risks	Mitigation

Planned Activities

Area of Interest	Details

Risks, Issues, Dependencies

Risks, Issues & Dependencies