

LexEVS Meeting Minutes - 2018.09.19

Attendees


Name	Role	Present
Remennik, Lyubov	NIH/NCI	x
Fragoso, Gilberto	NIH/NCI	
De Coronado, Sherri	NIH/NCI	x
Safran, Tracy	NIH/NCI [C]	x
Ong, Kim L	IS	x
Lucas, Jason R	IS	x
Bauer, Scott	Mayo	x
Stancl, Craig	Mayo	x
Endle, Cory	Mayo	x
Wynne, Robert	NIH/NCI [C]	x
Kuntipuram, Kumar	NIH/NCI [C]	
Mensah, Jacob	NIH/NCI [C]	
Trong, Tracy	NIH/NCI [C]	
Kondareddy, Swathi	NIH/NCI [C]	
Kisler, Bron	NIH/NCI [C]	x

Action Items

Assigned	Description	Date Identified	Due Date	Date Completed	Status

Agenda

EVS Weekly Tech Meeting (S ystems focus)	<p>Discussion Points:</p> <ul style="list-style-type: none">Systems related topics:<ul style="list-style-type: none">LexEVS<ul style="list-style-type: none">DATA DEV Update.Browser/ToolsDataSystemsTriple Store/EVS API <p>Decision Points:</p>
Roll Call	
Sprint Status	<p>Current Sprint - Sprint 91 (September 13, 2018 – September 26, 2018)</p> <p>16X237 Agile Development - Sprint Status#16X237AgileDevelopment-SprintStatus-Sprint91</p>
Release Road map	<ul style="list-style-type: none">Discussion Points:<ul style="list-style-type: none">Planned Release Road map<ul style="list-style-type: none">Estimated effort:<ul style="list-style-type: none">Sprint 91 - September 13, 2018 – September 26, 2018<ul style="list-style-type: none">Loader issues.6.5.2.RC.1 to be created <p>Decision Points:</p>

Face2Face Update	<p>Discussion Points:</p> <ul style="list-style-type: none"> ◦ 2018.10 Proposed F2F Agenda Topics ◦ 2018.10 Technical Face-To-Face Meetings <ul style="list-style-type: none"> ▪ The LexEVS team has started to put the meetings on particular days. ▪ Lyuba mentioned she would look at the topics today, after the meeting. ▪ Rob suggested adding a cloud discussion to our topics. ▪ CTRP/CTS meeting - Lyuba thought that we may not be able to meet with these users. <p>Decision Points:</p> <ul style="list-style-type: none"> • Craig to separate CTRP and CTS meeting. • Confirm that the CDISC team would be available to meet with us at our scheduled time. There is a CDISC conference the same week.
Metathesaurus Load	<p>Discussion Points:</p> <ul style="list-style-type: none"> ◦ Load Failure ◦ New NCIm source ◦ Scott suggested that the MySQL lock_wait_timeout config setting may not be set correctly and recommends the memory for MySQL be increased to at least 8 GB. <div>  LEXEVS-3977 - Jira project doesn't exist or you don't have permission to view it. </div> <p>Decision Points:</p>
CDISC Poster	<p>Discussion Points:</p> <p>Decision Points:</p>
Whitepaper Submission	<p>Discussion Points:</p> <ul style="list-style-type: none"> • Scott will discuss this offline. <p>Decision Points:</p>
LexEVS External Users	<p>Discussion Points:</p> <p>Decision Points:</p>
Team Absences	<p>Mayo Team</p> <ul style="list-style-type: none"> • Cory - • Scott - • Craig - 9/21, 9/28, 10/5 <p>NCI</p> <ul style="list-style-type: none"> • Tracy - • Rob - • Kim -

JIRA Issues

Recent LexEVS Related Bugs and Features (within last week)

key summary type created reporter priority status version fixVersion




Jira project doesn't exist or you don't have permission to view it.

[View these issues in Jira](#)


Recent CTS2 Service Related Issues (within last week)

key	summary	type	created	updated	due	assignee	reporter	priority	status	resolution
<div><div> Jira project doesn't exist or you don't have permission to view it.</div><div>View these issues in Jira</div></div>										

6.5 LexEVS Related Issues

key	summary	type	created	updated	due	assignee	reporter	priority	status	resolution
<div><div> Jira project doesn't exist or you don't have permission to view it.</div><div>View these issues in Jira</div></div>										

6.5 CTS2 Service Related Issues

key	summary	type	created	updated	due	assignee	reporter	priority	status	resolution
<div><div> Jira project doesn't exist or you don't have permission to view it.</div><div>View these issues in Jira</div></div>										

Project Plan Changes

#	Description	Due Date	Resources	Notes	Risks	Mitigation
	None					

Planned Activities

Area of Interest	Details

Risks, Issues, Dependencies
Risks

#	Opened Date	Due Date	Description	Likelihood (H, M, L)	Impact	Assigned	Status	Mitigation Strategy
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Issues

#	Opened Date	Description	Impact	Assigned	Status

Dependencies

Opened Date	Description	Assigned

Action Item Backlog

#	Assigned	Description	Date Identified	Due Date	Date Completed	Status