

Meeting Notes
Project Prioritization Team
January 8, 2004
Teleconference

Debbie Eckels
Larry Farney
Mary McGarvey
Elaine Robinson
Tim Schmehl
Ray Stalter

Joe Oates, Chair MC
Chris Wentlent, Vice-Chair MC
Jim Scheiderich, Vice-Chair BIC

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1. Joe Oates began the meeting with a discussion of whether the participation in the PPT should be extended. The consensus was that the current composition was appropriate.

2. Tim Schmehl reviewed the open action items (Document posted).

50 – No report on the current process was available.

The FRS for the new process has been circulated for approval, code is being developed and implementation is tied to SMD.

Will stay open.

46 – This is an ongoing process. The upgraded software has been installed and new reports are in development.

Will stay open.

1 – This item will be discussed by the S&P WG

Closed.

3. Larry Farney reported on the status of the Project Related Incentive Goals (Document posted).

7. Billing projects

- 7.a. 132 of 134 billing codes deployed, 99%/Superior

- 7.b. WBR, missed

10. On-time completion of high priority projects

- 10.a. Completed eight, 8/12 payout

- 10.b. SMD-FAT, missed

- SMD-Start of Market Trials, superior

4. The 2004 Project Related Goals will be posted after they have been approved by the Board.

Achievement will be based on schedule and budget.

Work is underway on how to measure quality for future years.

Suggestions included MP input at the beginning of the process to define requirements/expectations and balancing schedule, cost, and scope.

5. There were no reports on agenda items 4, 5, and 6.
6. Joe Oates opened the discussed on the scope of the PPT. (Draft document posted)

Jim Scheiderich said the document should be amended to reflect the need to look beyond the current year.

A summary document of PPT material will be developed to be included in committee meeting materials similar to that issued by Regulatory Affairs.

A revised scope document will be circulated to the BIC and OC for comment, revised as appropriate, approved at the February PPT meeting, and then posted.