MINUTES

FRED Developers/Project Call

April 3, 2012

**Agenda:**

1. Project Plan (Fredrik, Kelly, Patty)
2. Technical Team Update

**Discussion Topics:**

1. **Proposed Funding Update** (Fredrik)
* Got verbal approval of the proposed budget from Mike Gehron (OGAC) and John Novak (USAID). Waiting on written approval and then will send update to group.
1. **Project Plan** (Fredrik, Kelly, Patty)
* Review of FRED project plan on statements/framework
	+ Lorinne – Would like to have a smaller call to go over people that will be on the calls and make sure that we have a complete list for the group. The Health Information Exchange is referred to as HIE now - would want to change that in the doc for consistency.
	+ Bob – On the goal statement, first sentence in the second paragraph. Are you conceding that you are providing the service or combination?
	+ Fredrik – Need to add design and reference implementation in the goal statement so it is clear. We are not running a cloud service but as a locally run platform.
	+ Lorinne – Do we really want to say five countries is this something that we want to commit to at this point? Is Rwanda our first reference implementation?
	+ Fredrik - Need more than one country to be successful so maybe we can change it to multiple. Rwanda would be our first production implementation. How to get active participation from the countries for repeatability? Can someone put together a paragraph to describe what is going on in Rwanda? Lorinne – I will work with the RHEA team on that.
	+ Matt – Common working code is a good start.
	+ Jonathan – A lot of upfront work for the interfaces.
	+ Fredrik – Will work with Kelly to get this point into the project plan document. API specification and interfaces can be presented in the same way.
* Additional components for project plan outline (page 3)
	+ Fredrik – Capturing the tasks and where everyone goes? No duplication here.
	+ Mead – Need to make clear the NHIS context a bit confusing for someone who would pick up this document.
* Use case structure
	+ Matt – Will create a definition of the current functionalities and what the clients would be.
	+ Rowena – Will have to point out key or driving use cases.
* Detailed list of sub-tasks from each contributor to be submitted
* Additional informational resources
	+ Fredrik – This may be better for a sub group discussion. Would a drop box be more helpful?
	+ Lorinne - Need connection between RHEA and FRED. Participants in RHEA are Mead, Liz, Ed, Ryan.
	+ Question about Regenstrief role of country participation contributions
	+ Lorinne – (Regenstrief) Paul is a technical advisor for RHEA and will act as such for FRED, but take a lead role in connecting countries to FRED. He has already nurtured relationships with Kenya & Tanzania and of course has and has close ties with MoH in Rwanda
	+ Jonathan – Will be a contact for mHealth Alliance and be driving the interoperability group.
	+ Fredrik – Will compare and contrast the participants list. Discussion between Rowena, Fredrik, Kelly, Lorinne, Jamie and Jonathan Payne? Can discuss cadence of meetings, planning, etc.
* Introduction to local governments
	+ Fredrik – Paul is working on separately. Lorinne should we have a separate call?
	+ Lorinne – Would like to have this discussion. Could get something on his calendar for next week with a smaller group.
	+ Fredrik – May be helpful to have John Novak and Mike Gehron in on that call.
* Comments on project plan and schedule (FYI graphic obscures second item "Project plan complete" in mid-April
	+ Mead – Feel that the Rwanda Country Implementation will need to be pushed back. Should be discussed with the RHEA team.
	+ Fredrik –Would like everyone to take a look at the outline to make sure that it is in line with their work.
* **Feedback and contributions are requested by April 16th.**

**Action Items:**

* Lorinne will get with the RHEA team and provide a paragraph for background and how it relates to work in Rwanda.
* Matt will create a definition of the current functionalities and what the clients would be in regards to use cases.
* Lorinne will send out doodle poll to smaller group for Project Planning Thursday or Friday in regards participants, meetings, etc. Others may join if they want.
* Lorinne & Mead will discuss with RHEA team regarding coordinating timelines.
* Lorinne will work on setting up a call to discuss introduction to local governments with Paul Biondich, Mike Gerhon, John Novak, Fredrik, Kelly, Lorinne, Jonathan. Others may join if they want.
* Fredrik and Kelly will make updates to the Project Plan over the next few days.
* Lorinne will send out doodle poll for next FRED call late April

Meeting concluded at 11:37am.

**Attendees:**

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| **Name** | **Organization** | **Name** | **Organization** | **Name** | **Organization** |
| Matt Berg | MVP | Rowena Luk | Dimagi | Bob Jolliffe | DHIS |
| Nancy Gabor | Consultant | Mead Walker | Consultant | Fredrick Winses | NetHope |
| Jonathan Payne | mHealth Alliance | Jamie Thomas | Regenstrief | Sarah Strubble | mHealth Alliance |
| Lorinne Banister | Regenstrief | Nathan Heard | OGAC | Kelly Keisling | Net Hope |
| Ryan Crichton | Jembi |  |  |  |  |