

## 2020-09-08 Meeting notes

### Date
08 Sep 2020

### Attendees
- Paula Sullenger
- Holly Mistlebauer
- Jean M. Pajerek
- Brooks Travis
- @Dwayne Swigert
- Tracy L Patton
- Charlotte Whitt
- Thomas C. Wilson
- Elizabeth German
- Patty Wanninger
- Debra Howell
- Theodor Tolstoy
- Steven Bischof
- Molly Driscoll

### Goals

#### Discussion items

<table>
<thead>
<tr>
<th>Time</th>
<th>Item</th>
<th>Who</th>
<th>Notes</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Feedback from Cap Plan Team on new ranking system</td>
<td>Holly Mistlebauer</td>
<td>The Cap Plan Team agreed with the new ranking plan, but prefer that we use R1-R5 (rather than P1-P5). They also would like to keep NOT NEEDED, but we can use R5 for that. R1=Go live R2=Can wait a quarter R3=Can wait for FYRO R4=Can wait a year R5=NOT Needed Comment from Tom - FYRO issues can't slip. From Slack discussions, many things were ranked &quot;can wait for FYRO&quot; but had nothing to do with FYRO. We only found a few features connected to FYRO. From a cursory review of the filtered set, only the following seem to be related to the FYRO functions: UXPROD-772 Rollover Encumbrances into the next Fiscal Year UXPROD-203 Close/Freeze budgets upon rollover into new fiscal year UXPROD-201 Rollover the ledgers' funds/budgets into a new Fiscal year (Creating new budgets for all funds at one time) The best way to move forward would be to identify all FYRO Features and have everyone rank them R1 so work could begin in Iris. ACTION: Holly will convert the current rankings to R1-R5. The Implementers need to define more clearly the R1-R5. New features may come up that we need to rank without clear definitions but we think we can handle that.</td>
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### New ranking definitions

<table>
<thead>
<tr>
<th>Rank</th>
<th>Description</th>
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<tbody>
<tr>
<td>R1</td>
<td>Urgent - this feature is needed immediately</td>
</tr>
<tr>
<td>R2</td>
<td>High - this feature is needed ASAP, at least in next release</td>
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<tr>
<td>R3</td>
<td>Medium - workaround is deficient, needs to be fixed</td>
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<tr>
<td>R4</td>
<td>Low - needed, but we can work around for a while</td>
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<tr>
<td>R5</td>
<td>Not needed</td>
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This is the first draft of new definitions, will finalize next week

### Action items

- [ ]