

# Project Review Team – Meeting Minutes – August 5, 2020

## The following Departments/Agencies participated in the meeting:

Congressional Budget Office (CBO)  
Department of Agriculture (USDA)  
Department of Commerce (DOC)  
Department of Homeland Security (DHS)  
Department of Justice (DOJ)  
Department of Treasury (TR)  
Smithsonian Institution (SI)  
U.S. Customs and Border Protection

NFC, GESD Representatives

- Keith Piner, Project Control Office (PCO)
- Josie Stovall, Systems Requirements Branch (SRB)
- Cheryl Carroll, Applications Testing Branch (ATB)

## Meeting Materials Provided

- Agenda August 2020
- PRT Meeting Presentation August 2020
- Schedule Release CY20 13 Community-Wide PRT August 2020
- Customer User Acceptance Test (CUAT) PRT August 2020

## Welcome and Introductions – Keith Piner

Keith welcomed and thanked everyone for their attendance. Roll-call was taken.

## PRT Updates – Keith Piner

- PRT Standard Slides – Software Change Request statistics and Incident Report statistics were provided for PPS, EmpowHR, and webTA. Callers were instructed to review the slides and if there were any questions, send a request to [PRTeam@usda.gov](mailto:PRTeam@usda.gov).
- PRT Reports – Reports were provided on Tuesday, **August 4, 2020**.  
**Note:** If you are not receiving the reports, please send an email to [PRTeam@usda.gov](mailto:PRTeam@usda.gov).

## Ongoing Initiatives/Project Discussion

- **Review Scheduled Release – CY20 PP20 – Shavon Butler/Amanda Nguyen**
  - Project 37458 – TSP Auto Enrollment from 3% to 5%
  - Project 39069 – EmpowHR Pop-Up Message for Address Change
  - Project 41472 – Paid Parental Leave

## **CUAT – David Mattio**

A handout was provided for CUAT.

CY20 CUAT Scheduled Release Dates were provided.

Current State:

- CY20 PP19, Project 42230, SBA Upgrading from webTA 4.2.13 to 5.0
- CY20 PP20 Scheduled Release

Recent Accomplishments:

- CY20 PP06, Scheduled Release
- CY20 PP06, Project 37535, OTA TR Roth Option Implementation
- CY20 PP08, Project 39166, Retention Incentive Personnel Actions for GS-12 and GS-13 CBP
- CY20 PP10, Project 42162 webTA 4.2. SP10
- CY20 PP13, Scheduled Release
- CY20 PP13, Project 1565814/30996, FCA/FCSIC; MRR/MSS Implementation

**Customer Comments** - There were no comments

## **Closing Remarks – Keith Piner**

The next meeting is scheduled for February 10, 2021, 10:00 a.m. eastern time. An email will be issued approximately three weeks prior to the meeting requesting submission of any questions that you would like to discuss.