Project Review Team – Meeting Minutes – August 10, 2022

The following Departments/Agencies participated in the meeting:

Department of Agriculture (USDA)
Department of Commerce (DOC)
Department of Homeland Security (DHS)
Department of Treasury (TR)
Library of Congress (LOC)
U.S. Customs and Border Protection

NFC, GESD Representatives

- Keith Piner, Project Control Office (PCO)
- Amanda Nguyen, WEB Requirements Branch (WRB)
- Deenna Altmeyer, Systems Requirements Branch (SRB)
- Eileen Hamblen, Applications Testing Branch (ATB)

Meeting Materials Provided

- Agenda August 2022
- PRT Meeting Presentation August 2022
- Schedule Release CY22 20 Community-Wide PRT August 2022
- Customer User Acceptance Test (CUAT) PRT August 2022

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.

- PRT Reports – Reports were provided on Wednesday, August 03, 2022.

  **Note:** If you are not receiving the PRT reports, please go to: https://nfc.usda.gov/ClientServices/HR_Payroll/Communities/Project_Review_Team/PRT_Charter.php and select Subscribe to NFC Project Review Team.

Ongoing Initiatives/Project Discussion

- Review Scheduled Release – Refer to Scheduled Release CY22 20 Community-Wide PRT August slide.
- Review CUAT – Refer to CUAT PRT August 2022 slide.

Customer Comments - There were no comments
Closing Remarks – Keith Piner

The next meeting is tentatively scheduled for February 8, 2023, 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.