

**WRAP EDMS Steering Committee Status Meeting
July 18, 2005**

Attendees

WRAP EDMS Steering Committee

Tom Moore
Tom Andretta
Lee Gribovicz
Alice Edwards
Brock LeBaron
Angelique Leudeker

E.H. Pechan & Associates, Inc.
David Holoman

Meeting Summary

David provided an overview of the BART Eligibility issues as described in the [agenda](#). Discussion ensued on the need for standard and ad-hoc reports and the role of the NIF 4.0 specification. Dennis suggested that the potential enhancements be added to the Phase II list to be discussed in September. Dennis asked that the NIF 4.0 compliance be separate from the BART enhancements in the prepared estimates. Pechan agreed to comply.

David provided an overview of User Bulletin suggestion as described in the agenda. The group generally agreed that to the idea and suggested monthly as the frequency. The discussion turned the potential need for additional training events. Tom stressed the importance of the schedule; Alice state that the proposed schedule should consider when key times for users are, and schedule training events accordingly. Dennis asked that

David provided an overview of User Privilege issue as described in the agenda. The general disposition of the group was favorable to the idea of allowing all properly identified users to have Data Analyst capabilities. The final resolution, as articulated by Alice, was to increase the awareness of the availability of the other privilege levels and to monitor the response, then revisit the issue in the future.

Tom Moore agreed to interact with David every two weeks or so on a routine (as opposed to as-needed) basis.

Regarding contract modifications discussed in the past, Tom Moore agreed to follow up within the WRAP office to ensure the modifications were moving forward as discussed.

Tom Andretta recounted his recent experiences uploading data to the EDMS. Pechan agreed to include information on the upload process in the first of the User Bulletins.

David advised the group of the availability of the DBA Report. The report was not discussed in detail owing to the duration of the meeting.

The next call was scheduled for Monday, August 16th at 1:00pm Eastern, 11:00am Mountain.