|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **ACP Testing Workgroup Meeting** | | | | | Agenda: |  | Minutes: | X |
| Facilitator: | Healtheway | | Date: | 07/25/2014 | | | | |
| Note taker: | Carlos Fourquet | | Time: | 12-1:00PM (EST) | | | | |
| Attendees | | | | | | | | |
| |  |  | | --- | --- | | Ahmed | , Shuvo | | |  | |  |  | | --- | --- | | Hill | , David | | | | | |  |
| |  |  | | --- | --- | | Bartlett | , Janis | | |  | |  |  | | --- | --- | | Lamy | , Joe | | | | | | X |
| |  |  | | --- | --- | | Borden | , David | | | X | |  |  | | --- | --- | | Lomangino | , Mike | | | | | |  |
| |  |  | | --- | --- | | Davis | , Didi | | | X | |  |  | | --- | --- | | Moehrke | , John | | | | | | X |
| |  |  | | --- | --- | | Donnelly | , John | | |  | |  |  | | --- | --- | | Pack | , Henry | | | | | |  |
| |  |  | | --- | --- | | Fourquet | , Carlos | | | X | Prahl, Martin | | | | | X |
| |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | | Heflin | , Eric | | | |  | |  |  | | --- | --- | | Ruf, | Lee,-Ann | | | | | |  |
| |  |  | | --- | --- | | Hernando | , Gonzalo | | | X | |  |  | | --- | --- | | Schramm | , David | | | | | | X |
|  | |  | Jennifer Rosas | | | | | X |

**Agenda**

* Review  July 18th, 2014 Workgroup meeting.
* Review next steps and timeline approval of ACP SSA Profile Test Case Document.
* General Q&A from Group and discussion of Policy and Technical Task Group involvement
  + Review Submitted Comments with ACP WorkGroup
    - [Test Case Documentation-with Comments](http://ehealthexchange-acpworkgroup.wikispaces.com/file/detail/2014_07_18+ACP+SSA+Profile+Test+Cases+w-Comments.docx)
    - [Review Data Load](http://ehealthexchange-acpworkgroup.wikispaces.com/file/detail/2014_07_10+eHealth_Exchange_Testing_Data_Load_Set-DS_PRL-2+-+Draft.xlsx)
* Action Items/Timeline reviewed
  + 7/29/2014 - Healtheway Staff and Co-chairs will incorporate edits/comments into ***ACP SSA Profile TC comment form*** and post it to [ACP Workgroup](http://ehealthexchange-acpworkgroup.wikispaces.com/). Wiki site
  + 7/25/2014 - Healtheway Staff and Co-chairs will incorporate edits/comments into final document for review and distribution. This document will be redistributed to all along with a summary of all comments received to workgroup by **noon on July 30, 2014**. Please send comments on the documents linked above to [testing@healthewayinc.org](mailto:testing@healthewayinc.org)
  + 7/25/2014 - Workgroup should have reviewed comments to verify they were properly addressed and come prepared to vote approval of test case artifacts on **August 1st, 2014**. If not able to participate on August 1st meeting. Please submit your vote (**Yes/No/Abstain)** to [testing@healthewayinc.org](mailto:testing@healthewayinc.org)
  + Test Tool Development Begins - 8/4/2014
  + Actual Pilot - 8/2014-9/2014
* Meeting Recordings:
  + [2014\_07\_25 APC WG External Meeting VideoAudio Recording](http://ehealthexchange-acpworkgroup.wikispaces.com/file/detail/2014_07_25+APC+WG+External+Meeting+VideoAudio+Recording.mp3)
  + [2014\_07\_25 APC WG External Meeting VideoVideo Recording](http://ehealthexchange-acpworkgroup.wikispaces.com/file/detail/2014_07_25+APC+WG+External+Meeting+VideoAudio+Recording.mp3)

**Action Items:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ID | Description | Owner | Date Opened | Date Due | Comments |
| 1 | Review Artifacts Distributed 7/18/2014 with comments by participants | ACP Workgroup Members | 7/18/2014 | 7/25/2014 |  |
| 2 | Posting of Comment Forms and Resolutions | ACP Chairs and Healtheway Staff | 7/18/2014 | 7/30/2014 |  |
| 3 | Incorporate edits to Artifacts | ACP Chairs and Healtheway Staff | 7/18/2014 | 7/24/2014 |  |
| 4 | Review Final Draft of Artifacts | ACP Workgroup Members | 7/11/2014 | 8/1/2014 |  |
| 5 | Approval of SSA Phase One Testing Artifact | ACP Workgroup Members | 7/18/2014 | 8/1/2014 |  |