2011 Annual I-Suite Change Board Meeting

Change Board Members:

Jon Skeels	Project Manager
Gina Bald	Deputy Project Manager
Sarah Fisher	Business Lead
Donna Tate	Change Board Coordinator/Project Lead
Flint Cheney	Change Board Chair/Plans Subject Matter Expert
Linda Turner	Finance Subject Matter Expert
Marcus Medina	Logistics Subject Matter Expert
Robert Anderson	Information Systems Security Officer (ISSO)

The 2011 Change Board process consisted of communicating via email to review, approve and prioritize current and existing Change Requests.

New Change Requests Review August 10, 2011

On August 10, 2011 twenty-one new change requests were emailed to the I-Suite Change Board for review.

All change Requests were reviewed by the Change Board and based on value, severity and level of effort the change requests were either approved for Version 12, tabled for consideration in e-ISuite or rejected.

The table below shows the status of all new change requests after change board final review on October 3, 2011:

New Change Requests				
QC Item #	CMR Title	Module Affected	Status/Version/Priority	Remarks
1661	Allow I-Suite to run on Windows 7 without Administrative rights	DB Admin	Approved Version 12 Urgent	This must be accomplished to support agency security requirements.
1683	Add the ability to re-estimate a cost record	Cost - Daily Cost records	Approved Version 12 Very High	This will allow the user to delete and recreate cost records for a

				selected resource.
1684	Allow posting checked in crewmembers when some members have a status = "F" (newly imported from ROSS)	Time - Add/Edit/Delete Resource	Approved Version 12 Very High	Will ignore resources with "F" status to allow posting of checked in crewmembers.
1685	In several Custom Reports Views, date fields are formatted as text fields. Correct all to be 'Date" Fields.	General - Custom Reports	Approved Version 12 Medium	Ability will available to choose Date, Time or Date/Time were applicable.
1686	Insure ability to change text alignment in IAP is working correctly.	IAP	Approved Version 12 Medium	May be a defect. Research and correct.
1687	Posting "0" mileage is not rolling to Cost Correctly.	Cost - Daily Cost records	Approved Version 12 High	Will increase cost record accuracy.
1688	Require users to change status to "D" or "R" when adding a Actual Release Date or Estimated Date of Arrival fields.	Resources/Demob	Approved Version 12 High	Will enhance data integrity.
1689	When there are two separate rates set in the equipment time such as a daily for a dozer with mileage and guarantee for Transportation, the guarantee does not always apply correctly.	Time - Add/Edit/Delete Resource	Approved Version 12 High	Change to meet contract requirement.
1690	Add a Personnel Fax Report Summary to use as a check list for faxing.	Time - Reports	Approved Version 12 Medium	
1691	Add the option in I-Suite to select from a list of available	Time - Reports	Approved Version 12 Medium	This may be a Crystal report limitation. Will

	printers in Time reports			implement if reports process allows.
1692	Correct the Forest Service Agency Description	Resources - Add Common Data	Approved Version 12 Medium	
N/A	Include S#'s on Demob Reports	Demob-Reports	Review for e-ISuite	This can be accomplished by running reports with "Resources Selected in Grid" option checked.
N/A	Add notification process in Supply for Contracted Resources that are required to furnish their own property.	Supply	Review for e-ISuite	Great suggestion for e-ISuite Out of Scope for current I-Suite..
N/A	Ability to Cut/Copy/ Paste from one 204 to another.	IAP-ICS-204	Review for e-ISuite	Requires new development. Out of Scope for current I-Suite.
N/A	Ability to select 204 view order/print order	IAP-ICS 204	Review for e-ISuite	Requires new development. Out of Scope for current I-Suite.
N/A	Ability to add more lines to the Resources assigned areas of the 204.	IAP-ICS 204	Review for e-ISuite	Requires new development. Out of Scope for current I-Suite.
N/A	Produce condensed 204 report/list form IAP information in I-Suite.	IAP-ICS 204	Review for e-ISuite	Requires new development. Out of Scope for current I-Suite.
N/A	Data from first record should default to subsequent records in Group status changes in Resources and Demob..	Resources-Add/Edit	Rejected	Change not supported.

N/A	Change AOV to GOV in Method of Travel.	General-Reference Data	Rejected	Common term is AOV.
N/A	Save column width when changing between modules	All	Rejected	Not all modules have the same columns. Out of Scope for current I-Suite.
N/A	Save filter information when changing between modules	All	Rejected	Not all modules have the same columns/filters. Out of Scope for current I-Suite.

Additional Change Requests Review October 14, 2011

In early October, during a Beta Test and database split in West Texas, two additional items were identified for potential consideration in Version 12. Addressing these two items will improve data quality and cost integrity. The two items were submitted as change requests on October 14, 2011 and received approval for Version 12 on November 4, 2011. To complete the two new change requests all items identified above with a priority of medium will be placed on hold and completed after the two new change requests if time allows.

The table below shows the details of the two new change requests:

Additional Change Requests				
QC Item #	CMR Title	Module Affected	Status/Version/ Priority	Remarks
1696	Implement safety net to notify user when check-in date is more than 5 days prior to system date	Resources	Approved Version 12 Very High	This will catch potential data entry errors that could have a significant impact on Cost.
1697	Implement safety net to notify user when Release Date or Estimated Date of Arrival Home is more the 5 days greater than the system date.	Resources/Demob	Approved Version 12 Very High	This will mitigate issues of incorrect check-in dates on crew swaps that could have a significant impact on Cost.

Responses were sent to all Change Request Submitters notifying them that their request had been reviewed and to visit the Change Management page on the I-Suite website to review the status of their change request

All development and testing for Version 12 will be complete to meet a targeted release in February 2012.