











IPR1 After Action Review (AAR) Results - 20161207

Decisions:

Summary	Description
<p>Boilerplate language will be developed for targets that have been met or on track.</p> <div style="border: 1px solid orange; padding: 5px; margin: 5px 0;">  QMA-100 - Jira project doesn't exist or you don't have permission to view it. </div>	
<p>Images for science highlights won't be inserted into Google doc (note that image will be inserted in Word doc)</p> <div style="border: 1px solid orange; padding: 5px; margin: 5px 0;">  QMA-101 - Jira project doesn't exist or you don't have permission to view it. </div>	
<p>Reporting period should be referred to as a reporting period—not quarter—to reinforce that it isn't always a quarter and that the duration of the period will be different at different times.</p> <div style="border: 1px solid orange; padding: 5px; margin: 5px 0;">  QMA-102 - Jira project doesn't exist or you don't have permission to view it. </div>	
<p>John's review will allocated to 2 days (day 1—initial review and comments/questions in doc, day 2-review of comment/question responses)</p> <div style="border: 1px solid orange; padding: 5px; margin: 5px 0;">  QMA-103 - Jira project doesn't exist or you don't have permission to view it. </div>	
<p>L2 / L3 areas that feel comfortable doing so should enter their report contributions a couple days before end of month. Many can give solid draft and tweak it once the final data is provided. Content review in google doc—if ready early can alert John so he can review it ahead of time. Need to address how to orchestrate to allow different sections to move asynchronously.</p> <div style="border: 1px solid orange; padding: 5px; margin: 5px 0;">  QMA-104 - Jira project doesn't exist or you don't have permission to view it. </div>	

Action Items:

Summary	Description	Responsible	Due Date
<p>Modify template to accommodate new and changed content. Reconcile AM/KPI target frequency.</p> <div style="border: 1px solid orange; padding: 5px; margin: 5px 0;">  QMA-105 - Jira project doesn't exist or you don't have permission to view it. </div>		Scott Wells	

<p>Discuss options for table headers as alternates to Q1, Q2, etc. since we aren't referring to quarters. Note from Dave H. that appendix will remain quarterly.</p> <div data-bbox="138 180 915 344" style="border: 1px solid orange; padding: 5px;">  QMA-106 - Jira project doesn't exist or you don't have permission to view it. </div>		Scott Wells	
<p>Write boilerplate language for targets that have been met or on track.</p> <div data-bbox="138 390 915 554" style="border: 1px solid orange; padding: 5px;">  QMA-107 - Jira project doesn't exist or you don't have permission to view it. </div>		Scott Wells	
<p>Bring back up issue of moving appendices to separate document to resolve latency issues.</p> <div data-bbox="138 600 915 764" style="border: 1px solid orange; padding: 5px;">  QMA-108 - Jira project doesn't exist or you don't have permission to view it. </div>		Scott Wells	
<p>Figure out how to orchestrate allowing different sections to move asynchronously through reporting process.</p> <div data-bbox="138 810 915 974" style="border: 1px solid orange; padding: 5px;">  QMA-109 - Jira project doesn't exist or you don't have permission to view it. </div>		Scott Wells	

Notes: