**Members:** Yvonne Coulter, Mary McCoy, Melissa Craft, Earle Barnes, Debbie Smith, Tymn Neece, Jayme Osborn, Laura Jones, Corbin Ellsaesser, Debbie Czarnecki, & Melinda Doherty

**SCC Members:** Kathy Branca, Creed Baughman, David Romano, Jesus Blasquez, Fred Church, Ellen Carney.

**Not Available**: Randy Rhodes, Tomek & Myra Pettis

**Recording Secretary:** Jayme Osborn

1. The meeting began at 12:06 p.m. EST and Jayme Osborn announced that the meeting was being recorded.
2. **Updates**
   1. SoftLab Update (MU2 and HL7 2.5.1) – Fred Church
      * Victor created charts of MU2 Downtime statistics as requested by the SNUG Board.
      * Victor reviewed the data which includes:
        1. SCC Downtime (Actual)
        2. Maximum Estimated SCC downtime
        3. Difference between Max. Estimated downtime and Actual Downtime
        4. Clients Full Downtime
        5. Difference Between Full and SCC Downtime
      * Question was asked: if the downtime is greater than 8 hours, does SCC do any follow up to track the reason(s)?
        1. Yes, they reviewed the downtime of the first clients and made improvements to the system.
        2. The longer downtimes were mostly lengthened due to the project including the conversion from dbVista to Oracle.
      * The process has been improved all along the way with each client downtime.
      * Volume and performance issues were resolved early in the process.
      * Some additional data will be prepared.
      * The data will be presented at the SNUG conference.
   2. ICD-10 Update – Ellen
      * No new updates at this time.
      * Clients need to log a task soon if ICD-10 is not in their live environment.
   3. Database Conversion -- Tomek is not available at this time. He will update us next month and will talk about Golden Gate next month. The upgrade went well at Mayo and it was a positive experience.
3. **SNUG Webinar Series for 2014/2015** – Missy
   * One more webinar in the series coming up – Total QC.
   * It is the last one until after the conference.
4. **Proposal for adding SNUG fees to Maintenance Agreement** – Missy
   1. It was a goal of this Board to get the maintenance fees reduced.
   2. This specific item has been closed by SCC executives. Including SNUG fees in maintenance and/or maintenance discounts based on SNUG attendance are no longer options.
   3. New discussions for ideas about keeping maintenance costs down will continue under a new agenda item.
   4. The Board will brainstorm for some new ideas during the next SNUG Executive Meeting.
      * SCR Process
5. The meeting adjourned at 12:42 p.m. EST.
6. The next meeting will be on February 19, 2015 at 12:00 noon EST.