|  |  |
| --- | --- |
|  | ***2019/20 SNUG Exec / SCC Conference Call******Date: 6.19.19******Time: 12:00 pm EST******Phone:***  ***727-265-4371 Pin: 9006******Webex:***  [Click here for webex](https://softcomputer.webex.com/softcomputer/j.php?MTID=m7bd782ecef37c56b44e474ec8f706e2e) |
| Scheduled Attendees | Client | Sonal Pandey, Steve Pleschourt, Jonathon Carlson, Michelle Precourt, Andrea Hawk, ~~Randy Reddekopp~~, Scott Hansen, Donna Passante, Kathy Davis, ~~Becky Schran~~, Robert Gentry, ~~Jeff Hughes~~  |
| SCC | Jeff Marr, Briana Sutherland, David Romano, ~~Sarah Duford~~, Gary Weiner, ~~Tomek Ocipka, Leszek Rumak, Hadrian Newman~~ |

|  |  |  |  |
| --- | --- | --- | --- |
| **TOPIC** | **DISCUSSION** | **OWNER** | **ACTION ITEMS** |
| 2020 Service Level Agreement |  | David  | 6.19 Draft with Sonal and Donna to review |
| Education/Webinars |  | Gary/Jeff  | 6.19 Idea to have 2 separate tracks – Product overview and implementation/support; Jeff and Gary working on roadmap to present at next meeting; Genetics modules will be included; Goal timeline: September; Final decision on next call on live/recorded videos; 4.0 and 4.5 versions will be covered |
| Knowledge Database Articles |  | David | 6.19 In process; Working on ability to add email notifications for updates on articles |
| Anomaly Query |  | Gary | 6.19 Goal timeline for all modules: September; Decision on whether to announce module by module or notification when all is complete – Final decision on next call |
| Executive Council/Summit |  | Jeff | 6.19 Meeting with Mr. Hakim on Monday to discuss; Follow up call to discuss at end of June-Invite all board; Identify objective and audience |