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|  | | ***2020/21 SNUG Exec / SCC Conference Call***  ***Date: 6.16.21***  ***Time: 12:00 pm EST***  ***Phone:***  ***727-265-4333 Pin: 4376***  ***Webex:***  [Click here for webex](https://softcomputer.webex.com/softcomputer/j.php?MTID=m7bd782ecef37c56b44e474ec8f706e2e) |
| Attendees | SNUG Board | Sonal Pandey, Andrea Hawk, Scott Hansen, Donna Passante, Becky Schran, Robert Gentry, Jeff Hughes, Brenda Duff |
| SCC | Jeff Marr, Briana Sutherland, Gary Weiner, Jordanne Cole |

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| **TOPIC** | **DISCUSSION** | **OWNER** | **ACTION ITEMS** |
| SNUG Webinar Series | 2020 – 2021 Tentative Start August 2020  Potentially into tracks  7.15 August timeframe to begin roll out; 20-25 topics being built out for 2020/21  10.21 First webinar was a success – 200+ attendees; 24 current topics scheduled for 2020/21; Save the date is sent out a month in advance for all webinars that coming month, reminder sent a week before event.  3.17 SoftCompliance webinar scheduled for later this month | Jeff |  |
| |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **Webinar** | **Date** | **Attendees** | **How would you rate the webinar topic and content?** | **How would you rate the amount of information provided?** | **How would you rate whether we met the stated objectives of this webinar** | **How would you rate the presenter?** | **Overall rating** | | STAR Enhancements | 1-Dec | 85 | 9.2 | 9.3 | 9.2 | 9.3 | 9.3 | | BB Quality Control | 15-Dec | 58 | 8.9 | 8.8 | 9 | 8.8 | 8.9 | | Formatting for no data returned | 5-Jan | 68 | 9.1 | 9.1 | 9.3 | 9.4 | 9.2 | | BB Neonatal Setup | 19-Jan | 81 | 8.9 | 8.6 | 8.9 | 9.0 | 8.9 | | Different ways to define parameters | 16-Feb | 91 | 8.8 | 8.8 | 9.1 | 9.2 | 9.0 | | SoftReports Organizational Control | 2-Mar | 105 | 8.3 | 8.2 | 8.9 | 8.9 | 8.6 | | SoftReports - Launcher Tips for New Users | 16-Mar | 100 | 8.6 | 8.7 | 9.0 | 9.2 | 8.9 | | Medical Necessity Checking | 30-Mar | 39 | 8.7 | 8.6 | 8.4 | 8.9 | 8.7 | | SoftBill/SoftAR Add-ons and Credits | 6-Apr | 44 | 9.1 | 9.3 | 9.5 | 9.5 | 9.4 | | | | |
| STAR | 3.17 Creating test environment for board to evaluate and get feedback on functionality  4.21 New quote & SCR Request demo  4.21 Donna, Andrea, Jeff H to volunteer.  Jeff to determine if there can be security restrictions for who can contribute.  5.19 Couldn’t search without TMS number, ability to find when in draft form; Andrea to review and provide feedback.  Jeff to meet with STAR team 5/20. | Jeff |  |
| Education | Update on New LIS Certification Program  7.15 Two tracks – one for existing LIS Admins and one for new; End of August/September timeframe for launch; Discussion on fee?; Curriculum to be provided before next meeting  10.21 4 2 hour sessions, October 26 – 29; Jeff H to attend  3.17 Launched piolet program for new LIS Admins – Overall well received – Making adjustments based on client’s feedback – 20-30 attendees so far – Gary to put together summary sheet and new curriculum for next meeting  5.19 Scheduled for July – Focused on new LIS Admins; New User Program – Plan by end of week. | Gary |  |
| Sheraton | 5.19 New layout, conference rooms available (Island, Palm, Beach, etc.) – Confirm with Sheraton on call today, meeting rooms upstairs and hallway limitations, new contract?  FAQ document – Begin drafting; liability/waiver document? – Ask Sheraton  Board Attendees: Becky, Brenda, Donna, Andrea, Jeff H., possibly Sonal  Cap on attendance? Deadline to register? – Disclaimer in FAQ document |  |  |
| Vaccination/COVID Requirements | 5.19 Requiring attendees to be vaccinated? Wearing masks? Other COVID protocols?  Add vaccination question on registration: yes, no, prefer not to answer; Add disclaimer on registration “SNUG Conference following CDC and State of Florida’s policies at the time of the conference”  “Register early to secure a room and SWAG” – Come up with verbiage to put on website |  |  |

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| **Completed** | | | |
| **TOPIC** | **DISCUSSION** | **OWNER** | **ACTION ITEMS** |
| SNUG Survey | Review of Results  7.15 65 respondents; No clear answers | Jeff | Completed |
| Sheraton update | Pending Review of SNUG Survey  7.15 Available dates in September/October? Sonal to reach out today | Sonal | Completed |
| STAR Updates | Introduction of new functionality  7.15 Send presentation to board after meeting; Move features over into production in next couple weeks; User Guide is available and up-to-date | David R / Novak | Completed |
| SIG Update | 10.21 Extend deadline?; Milena to run a report of submissions from the last 2 years to compare  SCC evaluating – Deadline December 11  2.17 Voting ends on 2/19 | Jeff | Completed |
| Downtime related to Upgrades | From Sonal:  I was quoted for a 5-6hrs downtime for Weblogic update along with a Patch.  3.17 Typical downtime for just Weblogic should be under 1 hour; Gary is working with R&D team for how to reduce downtime; Publish list of known problematic Windows Updates on STAR – Gary/Jeff | Jeff/Gary | 5.19 COMPLETED |
| Non-FDA approved Bank code | 3.17  From Andrea:  Non-FDA approved Bank code being loaded into an environment supporting a global upgrade within 90 days of go live without the client being notified. Having non-FDA approved Bank code has eliminated the ability to go live on contracted scheduled date. |  | 5.19 COMPLETED |