

Meeting Summary

Functional Area: Inventory Management Work Session #3

Sub-Function: General Inventory

Meeting Date: July 2, 2008

Location: Richmond VA CRM 131



Meeting called by: Curtis Chisholm

Facilitators: Kathy Aebischer and Stefan Yssel

Barry Boothe (VCE)
Barry Browning
Carolyn Easley

Damian McInerney
David Hollis (VCE)
Glenda Browning

Jenna Wilfong
Michael Thomas
Sheila Bowles

Sue Matthews
Susie Crump
Terry Saunders
Vanessa Walker

Attendance:

- √ 2 out of 2 Business Partners
- √ 12 out of 19 SME's

Summary of Accomplishments:

- Reviewed Minutes and Scenario Report from the June 25 session
- Continue to Document "Current" and "Future" License Plate Processes
- Identify and Define Requirements and Domain Terms

Verified the "Current" and the "Future" processes for the following scenarios:

- Create a License Plate
- Add New License Plate Type
- Order License Plate
- Receive License Plate

Document the "Future" process for the following scenario:

- Transfer License Plate

Document "Current" and the "Future" processes for the following scenarios:

- Conduct Periodic Physical License Plate Inventory
- Correct License Plate Inventory
- Dispose License Plate
- Identify Inventory License Plate to Dispose