

UG1 MicroStrategy Reporting & Performance Subgroup Meeting Minutes

Date: 9 May, 2014

Time: 9:45 AM to 11:00 AM

Location: WebEx

Next Meeting Date: 30 May, 2014

Meeting Agenda

- MicroStrategy Reporting
 - Resolution to Action Items from Previous Meeting
 - Product Owner: No Requests for this week
 - Discussion: Establish General Guidelines for Error Code Updates and RE-evaluate the language & error data in the error codes descriptions
 - Open Discussion
- MicroStrategy Performance
 - Status of ETRs/Upcoming Performance Enhancements
 - MicroStrategy Performance Metrics
 - Next Meeting's Discussion Items

Meeting Minutes

- Resolution to Action Items from Previous Meeting
 - Requalification of mail due to spoilage issue to BMS group
 - Comes up as nesting/sortation error-rate group is higher rate group
 - If piece was paid at higher rate than sortation issue, then won't be a problem
 - Documented as known issue, will be addressed in Aug/Sept release
 - Duplicate Issue
 - Changed errors to warnings
- New work group to discuss Invoicing?
 - Everyone can send Postal One User names to Arlene to get access to reports
- Error Code Discussion (contd.)
 - Error information specific to each error
 - Job ID of sending barcode would be in report
 - Person reading errors will be operations manager & won't have IT degree so look at container & handling unit by destination zip & container level
 - Would prefer that error explanation provides container which it was scanned, sortation level & destination zip, identify scanned information & eDoc information
 - Request to provide with zip code destination & container level for expected vs. actual.
 - Need eInduction Resource- Beth or Jesse Davidson

Micro Strategy Reporting

- 5170 total jobs pulled, gone up by 1000
- Concerned about success rate
- Send Randy email if there is anything else anyone would like to see on the MicroStrategy Reports
 - Tom would like to see different format to show day to day cumulative data would help-add functionality to provide daily data in Scorecard (as opposed to cumulative data)
 - Would like to see if trending down or up on daily basis rather than using trending report
 - Schedule discussion on this for future meeting
- Add to agenda for next meeting: Discuss eInduction integrity report across the system (Tom)

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Action Item	Owner	Due Date
Send Postal One User names to Arlene to get access to reports	All	5/30/14
Andrew will reach out to eInduction Resource (Jesse Davidson)	Andrew White	5/30/14
Andrew will review all errors in light of our general error data and report back to the group next time. He will be documenting his observations in the error listing spreadsheet. Andrew will also bring any questions to our next meeting.	Andrew White	5/30/14
Send Randy email if there is anything else anyone would like to see on the MicroStrategy Reports	All	5/30/14