

# UA Measurement WG Meeting

## 19<sup>th</sup> August 2020

### Attendees

1. Dennis Tan Tanaka (Chair)
2. Dessalegn Yehuala
3. Jim DeLahunt
4. Mohamed Elbashir
5. Pitinan Kooramornpatana
6. Sarmad Husain

### Meeting Agenda

1. Review comments to prioritization list
2. Finalize [prioritization \[docs.google.com\]](#) of projects
3. Develop [workflow \[docs.google.com\]](#) and high-level project plan for Q3-Q4 2020
4. AOB

### Meeting Notes

The group continued reviewing its gap analysis workflow for the new SOWs and projects for FY21.

The group agreed to start using the workflow for the UA readiness for social media networks SOW, it will be the first project to be initiated using the new workflow.

Dennis Tan (Chair) started the drafting of the SOW document which can be accessed here: [https://docs.google.com/document/d/1\\_byW1hAAeiob\\_a7xErBFwpG6be9O6udu/edit](https://docs.google.com/document/d/1_byW1hAAeiob_a7xErBFwpG6be9O6udu/edit)

The group will continue drafting the SOW document and more details to the scope of work in its next meeting.

**Next meeting:** Wednesday, 1 September 2020, at 15:00 UTC

### Action items

No.	Meeting Action Item(s)	Owner
1	Draft the SOW: UA readiness for social media networks	Chair and WG members