

## **Sprint Backlog Grooming Meeting Minutes #1:**

Attendees: Daniel Bikowicz, Helen Gomez, Nahahme Bar 'Ysrael, Omar Adel Alali, Matthew Clayton

Start time: 2:00 PM

End time: 3:15 PM

The following user stories were created/discussed/refined/prioritized.

### **The user stories below are currently in progress:**

- User Story 1 – GitHub Repository Creation
  - Status: Nearing completion. Repository created, branch protection configured, team access granted. Documentation in progress.
- User Story 2 – Team Access and Branch Protection Configuration
  - Status: Nearing completion. All team members have access, roles configured, testing completed successfully.
- User Story 3 – Initial Backend Project Structure Setup
  - Status: In progress. Basic folder structure created, setup script created with error handling pending.
- User Story 4 – Development Environment and Dependency Setup
  - Status: In progress. Virtual environment and requirements.txt created, environment configurations added, testing ongoing.
- User Story 5 – Initial Risk Engine Folder and Code Scaffold
  - Status: In progress. Folder structure created, risk calculation interface stub implemented, working on full interface.
- User Story 6 – Initial Documentation and README Setup
  - Status: In progress. README structure completed with installation and usage sections, contributing guidelines added, pull request template pending.
- User Story 7 – Basic Project Task Board and Issue Templates
  - Status: In progress. Bug report and feature request templates created, project board set up with automation, testing automation rules.
- User Story 8 – Initial Logging Folder and Configuration Scaffold

- Status: In progress. Logging configuration created with rotation, different log levels for environments configured.
- User Story 9 – Simple Data Model Definitions for GPS Ingest
  - Status: In progress. GPS coordinate data model defined with validation, unit tests written, timestamp validation pending.
- User Story 10 – Basic API Skeleton (No Business Logic)
  - Status: In progress. Flask app skeleton created with health check endpoint, routing structure set up, error handling middleware and endpoint stubs pending.

**Discussion Items:**

- Team is making steady progress across all user stories
- No major blockers identified at this time
- GPS precision requirements clarified by product owner (6 decimal places)
- Most stories are approximately 40-60% complete, on track for sprint completion
- Second week of sprint will focus on completing remaining tasks and integration testing