

Sprint Planning Meeting Minutes

Date: April 12, 2026

Attendees:

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

Start Time: 9:00 PM

End Time: 9:40 PM

The team reviewed the sprint and agreed that the project is now in its final stage. Most of the core setup and development work has already been completed, so the current focus is on checking the remaining pieces, confirming everything works correctly, and making small final adjustments where needed.

The team kept the sprint estimate at 20 story points. Instead of major new development, the Product Owner prioritized the remaining items that support final verification, light cleanup, and readiness checks before wrapping up the project.

Priority Items for Final Review:

- Item 1 – GitHub repository and branch protection verification
- Item 2 – Team access and permissions check
- Item 3 – Backend project structure final review
- Item 4 – Development environment and dependency confirmation
- Item 5 – Risk engine scaffold validation
- Item 6 – Documentation and README final cleanup
- Item 7 – Task board and issue template review
- Item 8 – Logging configuration check
- Item 9 – GPS ingest data model validation
- Item 10 – API skeleton testing and final inspection

Task Assignments:

Daniel Bikowicz

- Repository and branch protection checks
- Team access confirmation

Helen Gomez

- Documentation and README cleanup
- Task board and template review

Nahahme Bar 'Ysrael

- Risk engine scaffold validation

- GPS data model review

Omar Adel Alali

- Backend structure check
- Environment and dependency verification

Matthew Clayton

- Logging setup confirmation
- API skeleton inspection and testing