

Sprint Planning Meeting Minutes:

Date: 2/9/2026

Attendees: Max Gleiberman, Julian Hernandez, Nathan Mahabeer, Elizabeth Hechavarria

Start time: 6:00pm

End time: 6:30pm

Team Velocity Estimate: 40 Story Points

User Stories Selected for Sprint (by priority):

- **User Story #5 – Risk Assessment & Documentation** - Compile all findings into a formal Risk Assessment document including identified threats, vulnerabilities, risk ratings, and mitigation strategies.

Team Member Commitments:

- **Max Gleiberman:** Sprint planning and coordination, meeting facilitation, timeline management, document review, and integration of team deliverables.
- **Julian Hernandez:** Assist with identifying and documenting technical risks, threat simulation outcomes, and mitigation strategies.
- **Nathan Mahabeer:** Support risk analysis, vulnerability identification, dependency validation, and risk rating assignment.
- **Elizabeth Hechavarria:** Document findings, format the Risk Assessment report, and organize screenshots, logs, and supporting artifacts.