

## Top 5 Leadership Communication Tool

**Name:** Julie Street, SAP Senior Program Manager

**Date:** Friday 9-Jul-2021

### Top 5 issues you are facing (e.g. if project related start with project name)

1. Veeva Bench Alliance Integration (58774) – PV issue#: 155478. JetWorks impacted by COVID-19 pandemic. Established new deployments dates for deployment of phases 2.1 and 2.2; 14 and 29-Jul-2021 respectively. Phase 2.3 is anticipated to start early August when the Automation team has resources available. A change request for the new project schedule will be submitted once reviewed with the business owner.
2. Enable Genomics Data Framework for Partners (55412) – PV issue #: 658985. Touchpad device, hardware and software issues resolved early June. Data Solutions Inc. integration work has launched and the project schedule is being established. A change request for the new project schedule will be submitted once reviewed with the business owner.

### Top 5 “customers” updates (i.e. Scientists, Stakeholders, Internal or other External customers)

1. Enterprise Sample Registration (23562) – Facilitated 5x recurring Stone Age Technology adoption management meetings - with MP, Neuroscience, infectious disease, and oncology all conducted.
2. Multifunctional Viral Registration (23541) – Reviewed draft data architecture and provided Future State analysis provided by DecisionResult Inc. scientific stakeholders were impressed.
3. Enterprise Sample Registration (23562) – Conducted interview with RPA Automation Team to obtain their input to the assessment as this was not include in the original interviews. Business partner views this as a miss.

### Top 5 accomplishments

1. Lighting AWS Snowflake Product Development (54623) – Facilitated multiple meetings with executive leaders to secure buy and adoption with genomics and ophthalmology.
2. Veeva Bench Alliance Integration (58774) – Reviewed and secured agreement on the data architecture future state; scientific stakeholders satisfied with the outcome.
3. Enable Genomics Data Framework for Partners (55412) – Conducted interview with RAP and engineering enablement team to obtain their input to the assessment missed during the initial requirements gathering sessions.
4. Enterprise Sample Registration (23562) – Scheduled Executive Steering Committee meeting for Tue 20-Jul-2021 at 3pm ET. This meeting involved 18 executive leaders and heads of departments.
5. Multifunctional Viral Registration (23541) – Created five S3 Shared Drives for users workstations setup.

### Top 5 accomplishments planned for the following week

1. Veeva Bench Alliance Integration (58774) – Monitor progress against Jet Digital delivery targets.
2. Enable Genomics Data Framework for Partners (55412) – Prepare for 16-Sep-2021 Q3 2021 Governance Meeting.
3. Multifunctional Viral Registration (23541) – Finalize new project schedule, move forward with obtaining Business Owner buy-in and submitting project schedule Change Request.

**Kudos for this week (two per month)**

1. Mike Smith, Director of Ops “Great job shepherding the DataVision prototype Staff Augmentation Task Order through to final approvals.
2. Derek Chi, Sr. Director Pharmacometrics, “Thank you for sorting out the problems with Data Quest. Without your involvement I fear we’d still be in meetings.”

## Project: Lighting AWS Snowflake Product Development (54623)

Schedule	ON
Scope	ON
Quality	ON
Benefits	ON
Budget	ON

**Red**

None.

### **Amber**

None.

### **Green**

None.

### **Comments:**

- Conducting weekly meetings with the NewAge 540 team to address open JIRA tickets.
- Scheduling NewAge 540 v12.4 end user training for later this summer.

## Project: Veeva Bench Alliance Integration (58774)

Schedule	ON
Scope	ON
Quality	ON
Benefits	ON
Budget	ON

### Red:

None.

### Amber:

None.

### Green:

None.

### Additional Comments:

- Facilitated 5x recurring Veeva Bench Meetings - with Bioassay, PES C1 & C2, PES RSX, Hybridoma, ACG, and Neuroscience. Will conduct 2 more the week of 29-Jul-2021 with marketing and commercial.
- Completed processing of 8876-8998 staff expansion task order.
- Started preparations for the Q4 2021 Veeva Governance Meeting scheduled for 16-Aug-2021.

## Project: Enable Genomics Data Framework for Partners (55412)

Schedule	ON
Scope	ON
Quality	ON
Benefits	ON
Budget	ON

### Red:

None.

### Amber:

None.

### Green:

None.

### Additional Comments:

- Reviewed draft data architecture modeled with Amazon Redshift, Amazon Kinesis, with Numenta
- Genomics data lake Future State analysis provided by Data Solutions, Inc. with the scientific stakeholders.
- Conducted interview with RPA Automation Team to obtain their input to the assessment as this was not include in the original interviews.
- Received data architecture Future State documentation from Data Solutions, Inc. on schedule; 25-Aug 2021.
- Scheduled Steering Committee meeting for 20-Jul-2021.

## Project: Enterprise Sample Registration (23562)

Schedule	OFF
Scope	ON
Quality	ON
Benefits	ON
Budget	ON

### Red

PV issue#: 154875. S3 work impacted by COVID-19 pandemic. Established new deployments dates for deployment of phases 1.1 and 1.2; 15 and 29-Jul-2021 respectively. Phase 2.3 is anticipated to start early August when the Automation team has resources available. A change request for the new project schedule will be submitted once reviewed with the business owner.

PV issue #: 154963. Touchpad device hardware and software issues resolved early June. Data Quest integration work has launched and the project schedule is being established. A change request for the new project schedule will be submitted once reviewed with the business owner.

### Amber

None.

### Green

None.

### Comments:

- Establishing new project schedule with updated dates for S3 and Datameer (automated no-code) components.
- Finalize new project schedule, move forward with obtaining Business Owner buy-in and submit project schedule Change Request.
- Move project back to status Green once schedule Change Management has been approved.

## Project: Multifunctional Viral Registration (23541)

Schedule	ON
Scope	ON
Quality	ON
Benefits	ON
Budget	ON

**Red**

None.

### **Amber**

None.

### **Green**

None.

### **Comments:**

- Determine next steps for this project. Decision was made to move forward with *Antibody Data Enhancement & Management (32566)* instead of the *Multifunctional Viral Registration (23541)* during a 9-Jul-2021 meeting with SLT.
- Develop comparison between this project and the *Antibody Data Enhancement & Management (32566)* project including scope, impact, risks and workflows and schedule meeting with the CLT to decide on which project should move forward.