Minutes - OASIS Board of Directors Meeting

Held 4 May 2011 to 5 May 2011 Berlin Germany (F2F).

OASIS Board approved Public minutes.

Thanks to CA for providing the teleconference bridge.

4 May 2011

Directors in Attendance:

- Peter Brown, Chairman
- Claus von Riegen, Vice Chairman
- Jim Hughes, Treasurer and Finance Committee Chair
- Frederick Hirsch, Secretary
- Bob Freund
- Mike DeNicola (by teleconference)
- Tony Giroti (by teleconference)
- Dave Ings
- Paul Lipton
- Jeff Mischkinsky
- Charles Schulz

Staff in Attendance:

- Laurent Liscia
- Jamie Clark (by teleconference)
- Scott McGrath (by teleconference)

1. Welcome, Agenda Review

Peter Brown, the Chair, presided at the meeting, and Frederick Hirsch, the Secretary, kept the minutes. Peter Brown, the Chair, convened the meeting at 9:00 CEST, noting that a quorum was in attendance. Eight directors and Laurent Liscia were present when the meeting convened. The meeting agenda was reviewed and approved.

2. Minutes Approval

RESOLUTION 2011-05-04.01, Approve the revised v2 minutes from 17 March 2011 as distributed on 22 March 2011 by Frederick Hirsch.

Approved unanimously

See http://www.oasis-open.org/apps/org/workgroup/board-plus/email/archives/201103/msg00047.html.

3. Open Action Review

This section records action item status. There are 3 action items listed.

Actions from 26 May 2010

ACTION: 2010-05-26.1: Process Committee and Member Section Administrator to review all RoPs for Qualified Elector definitions.
Status: open.
Note: Process Committee provided comment to TC Admin, work not completed before change of TC Admin.

Actions from 17 March 2011

ACTION: 2011-03-17.1: Scott McGrath to take appropriate actions to insure an Annual Report is provided to members as required by the Bylaws. Providing notification of a web-accessible Annual Report is an acceptable resolution.
Status: completed.
Note: See http://www.oasis-open.org/apps/org/workgroup/board-plus/email/archives/201105/msg00010.html.

ACTION: 2011-03-17.3: Laurent Liscia to develop staff plans for a Symposium and/or regional meetings for further board discussion. Draft agendas are requested to clarify expectations at these meetings.
Status: open.

4. Open Resolution Review

<Charles Schulz joined the meeting>

This section records the follow-up status for resolutions, for example the posting of approved minutes and policies or the follow-up actions required of a resolution. There is 1 resolution listed for follow-up action.

Resolutions from 17 March 2011

RESOLUTION 2011-03-17.02, RESOLVED: The Conflict of Interest Policy as posted for this topic was approved.
Follow-up Status: completed.
Note: See http://www.oasis-open.org/policies-guidelines/conflict-of-interest.

5. OASIS Executive Director's Report

Laurent Liscia, Executive Director, and the Board discussed the OASIS executive report and strategy, including opportunities for new initiatives in OASIS. See http://lists.oasis-open.org/archives/board-agenda/201103/msg00005.html. The Board discussed the relationship of market power and interest in standards, the status of privacy work. Laurent Liscia highlighted an upcoming OASIS presentation by John Sabo from the OASIS Privacy Management Reference Model (PMRM) TC (http://www.oasis-open.org/committees/tc_home.php?wg_abbrev=pmrm) at the 23-24 June 2011 ITAC conference in France. The Board also discussed the potential of the Identity in the Cloud work at OASIS. The Board discussed the value of a reference model to OASIS members.

<Mike DeNicola joined the meeting>

7. Meeting with DIN

<Heinz Gaub, Dr Stefan Weisgerber, DIN joined the meeting>

Mr Heinz Gaub and Dr Stefan Weisgerber from DIN joined the OASIS Board and gave presentations (see http://www.oasis-open.org/apps/org/workgroup/board-plus/email/archives/201105/msg00015.html).

Mr Heinz Gaub introduced the OASIS Board to DIN, which is much more than the A4 paper size, but includes much more including renewable energy standards, social responsibility, and many other areas (see slides). DIN technical experts perform project management for standardization in a variety of areas. DIN obtains user input through "consumer councils" that are also involved in project management.

The German standardization strategy (not DIN specific) is important to Germany (see slides). Standardization is technology transfer tool, the slides include a note on the economic value of standards, noting that the 700 million annual cost of standards in Germany produces 20 billion Euro of benefits.

<Tony Giroti joined the meeting>

Dr Weisgerber presented a summary of position paper on ICT aspects related to review of ESS (see slides).

Claus von Riegen provided an overview of OASIS.

<Heinz Gaub, Dr Stefan Weisgerber, DIN left the meeting>

10. Meeting with BITKOM

<Cristian Herzog, BITKOM joined the meeting>

Cristian Herzog provided an overview of BITKOM to the OASIS Board (http://www.oasis-open.org/apps/org/workgroup/board-plus/email/archives/201105/msg00016.html). BITKOM is a lobbying and promotional organization for ICT and does not develop standards. BITKOM has two divisions, one with a focus on policy and economy and another on technology and markets. Areas of work include e-government, Green ICT, legal frameworks, security, and privacy, among other areas. Review of European standardization is a major activity, including a strategic view of ICT standardization and work on a

new legislative framework (NLF). Laurent Liscia provided an overview of OASIS.

A next step can be a joint event of BITKOM an OASIS, perhaps on the area of standardization cost/benefit analysis.

11. Finance Committee Report

The Board of Directors entered Executive Session to discuss Finance Committee Report.

The Board of Directors finished Executive Session to discuss Finance Committee Report.

12. Additional Finance Committee Discussion

Jim Hughes noted that the Finance Committee reviewed the completed Form 990 and found it acceptable.

13. AGM Review

The Board discussed plans for the AGM, scheduled to follow the first day of the July Board meeting, 27 July. See http://www.oasis-open.org/apps/org/workgroup/board-plus/email/archives/201104/msg00007.html. Board members suggested that a Member Section summary would be useful component of the AGM meeting.

ACTION 2011-05-04.1: Laurent Liscia to prepare a draft AGM agenda and share with Board, including a member section review as part of the AGM agenda.

14. Board Practices for interacting with OASIS members

Claus von Riegen led a Board discussion on how to effectively communicate with OASIS members, see http://lists.oasis-open.org/archives/board-agenda/201104/msg00002.html. Jamie Clark noted that even if people don't subscribe to a list, many still find in valuable to have the opportunity to do so.

15. Liaison Report

Jamie Clark gave an update on relationship of OASIS with other organizations, see http://lists.oasis-open.org/archives/board-agenda/201105/msg00000.html.

<Tony Giroti left the meeting>

Jamie Clark noted that the PAS submissions related to WS-I have been reviewed.

16. Organizational Health Discussion

The Board of Directors entered Executive Session to discuss Organizational Health Discussion.

The Board of Directors finished Executive Session to discuss Organizational Health Discussion.

17. Recess

The meeting recessed at 18:20 CEST.

5 May 2011

Directors in Attendance:

- Claus von Riegen, Vice Chairman
- Jim Hughes, Treasurer and Finance Committee Chair
- Frederick Hirsch, Secretary
- Mike DeNicola (by teleconference)
- Bob Freund
- Tony Giroti (by teleconference)
- Dave Ings
- Paul Lipton
- Jeff Mischkinsky
- Charles Schulz

Directors Regrets:

- Peter Brown, Chairman

Staff in Attendance:

- Greg Carpenter (by teleconference)
- Laurent Liscia
- Scott McGrath (by teleconference)

Member Sections in Attendance:

- John Borras (eGov Member Section)
- Stephen Mutkoski (eGov Member Section)

Guests in Attendance:

- Ulrich Sandl, BMWi

TAB in Attendance:

- Martin Chapman

18. Resume

Claus von Riegen, on behalf the Chair Peter Brown, presided at the meeting, and Frederick Hirsch, the Secretary, kept the minutes. Claus von Riegen, on behalf the Chair Peter Brown, resumed the meeting at 9:00 CEST, noting that a quorum was in attendance. Eight directors and Laurent Liscia, John Borras (eGov Member Section) and Stephen Mutkoski (eGov Member Section) were present when the meeting convened. The meeting agenda was reviewed and approved.

19. Member Section Review

Laurent Liscia, Scott McGrath and Peter Brown have discussed LegalXML plans with members of the LegalXML Member Section. The LegalXML Member Section responded to the request for information, but practically the status appears that there is no plan that would lead to new Technical Committees. The Board discussed with John Borras the possibility of a merger of the LegalXML Member Section with the eGov member section. John Borras noted that both the eGov Member Section and eGov Member Section steering committees have discussed this possibility. The Board noted that the Member Section members ought to have the opportunity to agree to this and that the Board would like to see the revised RoP and consideration of a name change for the member section. (Also see http://www.oasis-open.org/apps/org/workgroup/board-plus/email/archives/201104/msg00046.html.)

ACTION 2011-05-05.1: Laurent Liscia to further discuss merger with legalXML Member Section

Laurent Liscia provided an overview of other member section activities, noting that IDTrust is very active and holding a number of events. The CAP work from the Emergency Management Member Section is achieving wide recognition. All of these activities can be related to eGov. Work on cloud computing continues at OASIS. WS-I work is beginning. Jeff Mischkinsky noted that the expectation is not to spend WS-I Member Section funds this calendar year.

John Borras gave an update on eGov status, activities and plans (see slides http://www.oasis-open.org/apps/org/workgroup/board-plus/email/archives/201105/msg00017.html). He noted growth of interest in events related to Cloud Computing. Another major trend is "Transformational Government", a second phase of eGov activity.

<Mike DeNicola joined the meeting>

The Board discussed the concern of the eGov member section that the vote turnout was too low to establish a funded member section. After general discussion more information is needed, a future possibility is to establish an observer status. Members of the member section may need education on member section participation and the meaning of the vote.

ACTION 2011-05-05.2: John Borras to work with eGov member section members to determine reason for low vote and work with Scott McGrath on member education, before 9 June Board teleconference.

Currently the eGov member section cannot draw on funds until RoP is revised.

<Stephen Mutkoski left the meeting>

21. Meeting with BMWi

<Ulrich Sandl, BMWi joined the meeting>

Mr Sandl described use of appropriate standards in Germany and relationship with work of the European Commission related to standards forums. He noted the need for standards harmonization. Mr Sandl noted that interoperability is critical aspect of standardization but that this is hard to explain in non-technical discussions. Work is proceeding in Germany to create test beds for procurement standards.

<Tony Giroti joined the meeting>

John Borras noted that a focus on principles and outcomes might be more important in government than listing specific standards.

<Ulrich Sandl, BMWi left the meeting>

<Charles Shulz left the meeting>

<John Borras left the meeting>

23. Board and Team approach to OASIS Strategy

RESOLUTION 2011-05-05.01, Table approach to Strategy topic to an indefinite time.

Approved unanimously

24. Follow-up on DIN discussion

The Board reviewed the discussions with DIN, BITKOM and BMWi. Concrete next steps may include BMWi engaging in a dialog with John Borras and joining the eGov member section, to achieve interoperability at the end by joining at the beginning. OASIS can have a joint event with BITKOM and continue communication with DIN. The Board discussed the value of such discussions and diplomatic efforts to achieve recognition, noting the value of personal meetings and impact on OASIS recognition in the international community. This can improve the use and adoption in the future.

25. Marketing and Events

The topic of the IDTrust and eGov Member Section joint event on Cloud Computing in October was discussed during the eGov agenda item.

26. IPR Committee Report

The Committee had nothing new to report.

27. Governance Committee Report

Paul Lipton provided an update on Governance Committee work, noting the the Conflict of Interest policy was completed. The Committee has reviewed a potential list of items, and decided against further consideration of a whistle blower policy or changes to the existing Anti-Trust policy. The Committee recommended OASIS Staff review legal issues and relationship to Document management related Privacy Policy, and initial recommendations from Staff regarding training for new Directors ("Directors 101" training), including annual legal briefing possibly by outside counsel. OASIS Staff has accepted these actions from the committee.

28. Process Committee Report

Jeff Mischkinsky reported on Process Committee status, see http://www.oasis-open.org/apps/org/workgroup/board-plus/email/archives/201104/msg00012.html.

The Committee has been reviewing the process for collaborative maintenance with de jure standards organizations. This could be a topic for the July Board meeting.

29. TAB

<Martin Chapman joined the meeting>

Martin Chapman provided an update on TAB activity, see http://www.oasis-open.org/apps/org/workgroup/board-plus/email/archives/201105/msg00021.html. "Conformance, interop, and testing policy and procedures", "Interoperability guidelines", and "Testability Guidelines" documents are under review until 27 May 2011. Board members asked what the formal standing of TAB documents are, and what template and approval process should be used for TAB deliverables. Board members suggested scheduling a review of highlights of the documents at the next Board teleconference, 6 June.

ACTION 2011-05-05.3: Martin Chapman and David Ings to provide proposal to the Board for the July 2011 meeting on the TAB role and proposals for moving forward with the TAB.

<Martin Chapman left the meeting>

31. Kavi 5 Migration Project Report

<Greg Carpenter, Scott McGrath joined the meeting>

Greg Carpenter provided an update on the Kavi 5 Migration, see http://www.oasis-open.org/apps/org/workgroup/staff-board-tab/download.php/41984/Kavi-5-Update-4-25-2011.pdf.

<Greg Carpenter, Scott McGrath left the meeting>

32. Scheduling

Tentative date for F2F meeting Thursday- Friday 20-21 October 2011.

ACTION 2011-05-05.4: Paul Lipton to check on possibility of hosting Board F2F in New York City 20-21 October 2011.

Tentative week two meeting, 31 Jan -1 February or 1-2 February, West Coast or Arizona.

Tentative two day Board meeting 9-10 May in Europe.

ACTION 2011-05-05.5: Claus von Riegen to share dates with Charles Schulz and Peter Brown

Plan to schedule July 2012 F2F during July 2011.

RESOLUTION 2011-05-05.02, The Board thanks Claus von Riegen and SAP for excellent hosting of the Board meeting.

Approved unanimously

33. Board-Only Discussion

The Board of Directors entered Executive Session to discuss Board-Only Discussion.

The Board of Directors finished Executive Session to discuss Board-Only Discussion.

35. Meeting Schedule

Claus von Riegen noted that he will not be running for re-election this year due to other committments.

RESOLUTION 2011-05-05.03, The Board thanks Claus von Riegen for his service to the OASIS Board.

Approved unanimously

Planned upcoming meeting schedule.

F2F Meetings
F2F, 27-28 July 2011, OASIS Burlington MA office
F2F, 20-21 October, 2011. New York City.
F2F, 31 Jan -1 February or 1-2, Arizona or Southern California
F2F, 9-10 May in Europe.

Teleconference information:

Teleconferences
No teleconference May 2011
9 June 2011, 9-11 PT (date updated)
No teleconference July 2011

36. Adjourn

The meeting adjourned at 16:15 CEST.

Respectfully Submitted,

Frederick Hirsch

Secretary, OASIS Board of Directors