

BIAS Integration TC

Meeting Minutes

Meeting #1, 16 March 2006 (Telecon)
11am-1pm US EST

Participants:

Alessandro Triglia	OSS Nokalva	
Ash Parikh	Raining Data	Observer
Matt Swayze	Daon	
Gregory Zektser	BAH	
Young Bang	BAH	
John Mayer-Splain	DHS	
Jamie Clark	OASIS	
Charles Li	Raytheon	
John Messing	ABA	Observer
Cathy Tilton	Daon	(Convenor)
John Messing	ABA	Observer (via email)

References: The slides used to guide through the content of the meeting are posted on the BIAS integration TC website:

<http://www.oasis-open.org/committees/download.php/17222/BIAS-TC-Mtg1-Mar06-final.pdf>

Agenda

(Annotated with discussion and decisions)

1. Administrative
 - 1.1. Call to order

Mrs. Tilton called the meeting to order.

- 1.2. Membership, Attendance, & Introductions

Participants introduced themselves. Mr. Clark explained TC initiation and membership rules regarding voting membership. As a result, the following obtained voting membership at this meeting:

- Cathy Tilton and Matt Swayze (Daon)
- Gregory Zektser and Young Bang (BAH)
- Alessandro Triglia (OSS Nokalva)
- Charles Li (Raytheon)

- 1.3. Appointment of note taker

Mrs. Tilton agreed to take notes for this meeting.

2. TC business

2.1. TC rules

The TC rules were reviewed. (See meeting slides and the rules on the OASIS website: <http://www.oasis-open.org/committees/process.php>)

Mr. Clark emphasized the IPR rules and that OASIS owns the resulting work of the TC. He explained the 'RF on limited terms' method and that members are obligated to:

- a) Disclose any pertinent IP
- b) Provide any such IP on agreed terms (in this case, RF)

He also mentioned the media relation guidelines and the liaison policy.

2.2. TC charter

The TC charter was reviewed. (See meeting slides and the charter on the TC website: <http://www.oasis-open.org/committees/bias/charter.php>)

2.3. Election of officers

Mr. Clark moderated the election of officers.

Mrs. Tilton was elected chair by unanimous consent.

A secretary is needed, but none stepped forward. A call for secretary will be issued. If none is found, note taking responsibility will be rotated among the membership.

Alessandro Triglia was appointed as technical editor for the BIAS Integration standard.

3. BIAS project description

- 3.1. Background
- 3.2. INCITS collaboration
- 3.3. Joint workshop overview

The above topics were discussed (see meeting slides).

The OASIS/INCITS workshop presentations are posted on the TC website: http://www.oasis-open.org/committees/documents.php?wg_abbrev=bias

4. Project plans

- 4.1. Review & comment on INCITS document(s)
 - 4.1.1. M1/06-0127

This document is posted at:

http://www.incits.org/tc_home/m1htm/2006docs/m1060127.pdf

And the call for comments at:

http://www.incits.org/tc_home/m1htm/2006docs/m1060172.pdf

A call for comments will be issued on this document, to close on 17 April. The comments will be reviewed at the April meeting prior to submission to INCITS.

In particular, members are asked to provide feedback on:

- Format for definition of operations & data elements
- How could taxonomy be modified to make web implementations/bindings easier/better
- Advice on mechanisms (notifications, synch/asynch operations, etc.)

4.2. Specification outline

Mr. Triglia accepted an action item to generate a draft outline for review at the next meeting.

5. Schedule

5.1. Project schedule

The BIAS integration schedule is necessarily tied to the INCITS BIAS project schedule. We need to:

Respond to INCITS documents

Within 1 month of publication (or by due date for call to contributions)

First response by 28 April

Develop mappings

Preliminary – 2 months after launch (15 May)

Develop draft outline

By next meeting

With preliminary mappings?

5.2. Meeting schedule

Telecons (1-2 hours), approximately monthly:

Wed, Apr 19

Wed, Jun 7

Wed, Jul 19

Face-to-face:

Week of May 9-12 (OASIS symposium, San Francisco)

Week of Sep 19-21 (BC2006, Baltimore – tentative)

6. TC plans

Use of TC mail list: bias@lists.oasis-open.org

Update TC website (FAQ, schedule, minutes, press, other material)

Member recruitment is needed, especially among web services companies.

7. New business

None.

8. Action items

1. All members/participants – comment on INCITS document by 17 April.
2. Mr. Triglia – draft document outline for discussion at May meeting.
3. Mrs. Tilton – post call for secretary.
4. Mrs. Tilton – update website content.

9. Adjourn