<center>**Minutes of Interoperable Services SC Teleconference**</center>

Date of Teleconference: April 24, 2003

Location: Virtual - Teleconference

Attendees: (all on teleconference)

- Graham Beaver
- John Drumm
- David Layton
- Monica Martin
- Jim Rice
- Ashley Simon-Scott

Discussion of SC Status

1. David Layton pointed out that there 28 members of the SC, but that a relatively small percentage of the membership has volunteered to contribute to deliverable production and other support to date; active participation from all members is urged and encouraged.
2. David discussed the results of the SC charter ballot, which resulted in its approval by the SC membership. The charter is posted on the OASIS Kavi site.
3. The SC's support for the upcoming UBL review was discussed. Jouko Salonen is the liaison to the UBL TC for this review. The review team will consist of procurement business domain experts from the U.K., U.S., Finland and possibly others.
4. Graham Beaver discussed a portion of deliverable #1 that he has developed a draft for, namely a white paper entitled "Validation for ebXML Messaging for use Within eGovernment". Graham has been conversations with Ian Jones (chair, ebXML TC) as well as the SAML TC regarding this topic. Graham will consider whether a formal liaison to either or both of these TCs is needed and advise the SC accordingly. It was noted that George Berelidze (not present for the telecon) has also developed a draft document to address extensions to the ebXML core components (based on the Dublin core metadata element set) for government requirements.

    a. To coordinate the efforts of the two papers noted above, George will host a telecon on 4/28/03 at 11am U.S. EST (4pm London time) with all concerned. Dial-in information will be provided by email.

Planning for SC and TC Meetings in London

1. The SC meeting is scheduled for 2-4pm, on May 6, in Hilton 14 at the XML conference site. Dial-in information for SC members who are unable to attend in person will be provided via email.

a. There was some discussion of the fact that the ebXML conference extends into the afternoon of May 6, and would create a schedule conflict for some SC members. It is not known how many SC members will be affected. Other scheduling options were discussed, but all had adverse implications, and it was decided to stick with the original schedule noted above unless a better option emerges in time to coordinate rescheduling.

2. The above schedule conflict notwithstanding, Monica Martin provided background information on the ebXML conference and encouraged SC members to attend if possible. Monica will provide an email to the SC listserv with further information on the conference.
3. It was agreed that the primary objective of the SC meeting will be to review and validate the outline and approach for deliverable #1 with the SC, and otherwise collect feedback from the membership.
4. David indicated that the SC needs to resolve the secretary role at the conference; volunteers to fill this role are encouraged. A single volunteer is desired for continuity, but a rotating pool of volunteers is acceptable.
5. Preliminary agenda items for the SC's portion of the TC meeting on May 8 include the following:

   a. SC Status discussion (David)
   b. Discussion of deliverable #1 (Graham)
   c. Possible discussion of UBL liaison (Jouko). Needs to be confirmed with Jouko, who was not present for the telecon.