

Minutes for 6-Sep-2012 KMIP TC weekly meeting (minutes taken by Bob Griffin)

Bob Griffin called the meeting to order at 4:01 pm EDT.

Roll call was taken and quorum achieved.

Agenda for meeting was reviewed:

- 1 Opening remarks/roll call
- 2 Approval of the agenda
- 3 Approval of previous meeting minutes
- 4 Old Business

- Status of V1.1 docs and Statements of Use
- Agenda and prep for F2F
- Status of use cases document
- Interop call update
- Webinar
- New TC re-chartering process

5 New Business

6 Review Action Items

7 Adjournment

Tim H. moves that we approve agenda as posted, Rod Wideman seconds. Hearing no objections/abstentions, agenda is approved.

Minutes for 9-Aug-2012 and 15 Aug-2012 were reviewed (minutes for 23-Aug-2012 are not yet available). Tim H. moves that we approve minutes for these two meetings as posted, Tony Cox seconds. Hearing no objections/abstentions, minutes for these meetings are approved.

#### Status of V1.1 docs (Bob G)

- KMIP V1.1 documents have been posted to public directory
- We will be considering a resolution to accept the SoUs at the face-to-face
- Cryptsoft and Quintessence Labs SoUs have been submitted to TC
- Bob Lockhart: in process of wrapping up Thales Sou

AI: Bob G. to contact IBM on SoU

#### Agenda and prep for KMIP face-to-face, Sept 10-12 (Bob G)

- Revised agenda sent out 30-Aug
- Bob G. will do another update to agenda prior to the F2F, to include specific items that have already been requested (usage limits; templates; attestation on key request)
- We'll be discussing KMIP TC charter on Friday at F2F (BobG)

#### Status of Use Case document (Mike Allen / Denis Pochuev)

- Updated use case doc posted on 6-Sep

- Additional HSM use cases and register use cases being added; final doc before f2f

#### Update on Interop (Tim Hudson)

- Discussion of templates during interop call; need clarification, perhaps changes to specification. To be discussed at F2F

#### Explanation of new re-chartering process (Chet)

The last approved updates to OASIS TC Process made changes to the section on TC re-chartering. Main reason was ambiguities and internal contradictions in the existing TC re-chartering process. Wanted the process to be clear-cut and minimally invasive. Previous approach required that the TC close in order to re-charter, which meant closing down repositories, emails, etc. No one wanted closing the TC to be required in order to re-charter; this was eliminated in the change.

New workflow for re-chartering process:

- TC decides to expand the scope and comes up with revised charter. The revised charter should be exactly the same as one initially submitted, with the exception that the parts identifying the co-proposers and the statements of support are not needed, as the assumption is that the TC as a whole will vote on the re-chartering. The new charter can be copied from the previous one; in our case, for example, we can just edit the scope.
- The first meeting date should be the target first date to begin work under the revised charter. Same kinds of timeframes apply as with creating a new TC: first meeting must be no earlier than 30 days after the call for participation (or 45 days if first meeting is a f2f).
- TC votes to request a special majority vote to approve the charter. The request is submitted to OASIS admin, along with revised charter.
- Once the vote passes, OASIS admin takes revised charter and sends it out in call to participation to OASIS members. The call will state that KMIP has approved the revised charter and will include the convening date.
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- 8 days before first meeting, OASIS admin will send email to TC mailing list, informing that on the next day the roster will be emptied in preparation for new roster. On 7<sup>th</sup> day before the meeting, OASIS will 1) take snapshot of roster; 2) take snapshot of obligation counter; 3) throw everyone off the roster; 4) set obligation to 0; 5) load revised charter; 6) send message to everyone who was on roster telling them to rejoin. Primary rep will have to approve participation by members, as usual). Everybody who joins under terms of revised charter will have voting rights. Note: Chet advises that members shouldn't wait for the email from OASIS admin to re-join; this can be done as soon as the revised charter is loaded and available.
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- 2 days before meeting, OASIS admin will send reminder to TC mailing list (from the TC before roster was emptied) reminding members to rejoin.
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- Hold first meeting under the charter; vote to elect/reaffirm chairs and secretary.

Question:

- What about the contributions? Chet: the only area where a contribution could be a concern would be if a member said they were not going to participate under the new charter. For already approved docs, OASIS will simply send a note to the TC mailing list that OASIS recontributes the work product to the TC. Simplest way to handle any contributions of other things is to point to it in an email and say that it is being contributed again. Only place an issue would come up if something was contributed under original charter, but was not used; if not continuing under the new charter, that earlier contribution could not be used. To be on the safe side, best not to use an earlier contribution if it is not incorporated into approved documents or explicitly recontributed.
- Will repository and email archives from pre-rechartered TC continue to be available after re-chartering? Repository and email archives will be untouched and available.

Final comment from Chet. Another TC is looking at re-chartering. They are going to submit their V1.0 for a OASIS standard; made sense to hold off on re-charter until the vote is past. That way their 1.0 is done under earlier charter, 1.1 under the new one.

Tim H. moves that we adjourn; Bob L. seconds. Hearing no objections or abstentions, meeting is adjourned.

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