Minutes of OASIS Board of Directors meeting, held 8-10 March 2016, Los Angeles, CA (Public)

Directors in Attendance:
- Frederick Hirsch, Chair
- Sanjay Patil, Vice Chair
- Gershon Janssen, Secretary
- Dawn Jutla, Treasurer
- Peter Brown
- Martin Chapman
- Jenny Huang
- Dave Ings
- Ram Jeyaraman
- Paul Lipton
- Fang You

Staff in Attendance:
- Laurent Liscia
- Scott McGrath
- Jamie Clark
- Chet Ensign *(by teleconference)*
- Robin Cover *(by teleconference)*

Guests:
- Bill Chown (Mentor Graphics Corporation), OSLC Member Section *(by teleconference)*

DAY ONE

1. Welcome and Adoption of Agenda

Frederick Hirsch, Chair, presided at the meeting. Gershon Janssen, Secretary, took the minutes.

The Chair called the meeting to order and took roll call. With 11 members in attendance, the meeting was quorate.

The draft agenda was adopted.

2. Approval of Minutes

The minutes of the Board meetings of 26 January 2016 were approved.

3. Privacy Policy for OASIS

Scott McGrath, COO, reported and led the discussion.

In 2015 the Board discussed the need for a Privacy Policy for OASIS. Scope of the work should be to have a Privacy Policy covering work done within OASIS. Part of the work is to look at what data about our users we are holding onto. Suggested was to consider using the ISO19944 draft standard specification. An approach could be to ask vendor Kavi to document the privacy details of their software according to that specification. A clear view of Privacy Policy requirements for OASIS should be developed in order to further this work. It was agreed that staff will report back at the July 2016 Board meeting with requirements for the privacy work.

4. Finance Committee Report

Dawn Jutla, Treasurer, reported and led the discussion.

In Executive Session

5. Executive Director's Report

Laurent Liscia, CEO and Executive Director, elaborated on the Q1 2016 Executive Director's Report, highlighting the RSA event and importance of it to OASIS, business development, standardization projects and new TCs ramping up.

Various strategy topics for OASIS were discussed with the Board, varying from vibrant communities, vertical markets and end-user engagement to process and tooling.

6. Cyber Security

Laurent Liscia, Executive Director, led the discussion.

Laurent presented his materials on Cyber Security, outlining laws, national strategies, policies, security specifications and where OASIS is involved and / or is developing new opportunities. Based on Laurent's presentation the Board discussed possible actions for consideration by the bizdev team.

The Board thanked Laurent for the presentation and fruitful discussion.

7. 2016 Elections

Scott McGrath, COO, reported.

An update was provided on the 2016 Board Elections. The Board reviewed and approved the draft annual election schedule.

8. IPR Committee Report

Ram Jeyaraman, Chair of the IPR Committee, reported and led the discussion.

- Trademarks in CTI

  Jamie provided the Board with a short overview explaining copyright, IPR and patents and that the OASIS rules require that any trademarks used in a specification contribution be turned over to OASIS. When launching the cybersecurity info-sharing standards STIX, TAXII and CybOX at OASIS last year, the principal contributor U.S. DHS was not immediately able to provide a complete transfer so OASIS agreed to a nonexclusive trademark license, subject to the board's review and waiver. Approval of their TC's candidate Committee Specifications is on hold pending the resolution of that issue.

The Board discussed the issue and continued the discussion later in the meeting – see agenda item 'Trademarks in CTI'.

- Open Repository additional modes

Ram provided the Board with a short overview of what steps are necessary to allow use of the Open Repos by TCs with other IPR modes. The Board IPR Committee is working through all details and will provide the Board with an advice in the next few months.

9. Board-Only Discussion

In Executive, Directors Only, Session

The meeting recessed for the day at 5.00 pm PT.

DAY TWO

10. Welcome and Agenda Review

Frederick Hirsch, Chair, called the meeting to order at 09.00 am PT.

The Board agreed with minor changes to the agenda to support the flow of the discussion.

11. Self-certification

Chet Ensign, Director of Standards Development and TC Administration, reported and led the discussion.

Chet spoke to the materials on self-certification explaining the program, target TCs, process, documentation and alternative options. In a follow-up discussion topics fees, initial building of test suites, conflict management processes and 3rd party initiatives were addressed.

The Board supports the self-certifications program and agreed to have a concrete proposal available at the July 2016 meeting.

The Board thanked Chet for the report and discussion.

12. OASIS Policy Maintenance

Frederick Hirsch, Chair, led the discussion.

The Board reviewed the OASIS Policy Maintenance document, identifying policies that need specific attention.

Respective owners are requested to provide updates to Gershon prior to the July 2016 Board meeting.

13. Process Committee Report

Martin Chapman, Chair of the Process Committee, reported and led the discussion.

Martin provided the Board with a status update from Process Committee:

- Process Committee didn't meet very regular as there were no big topics to discuss. At this point 6 open issues (see JIRA project work items and progress), both large and small, are being addressed.
- Martin will speak to TC Admin about a debrief from Technical Committees on process, etc. Inputs might feed the list of work items.

14. Blockchain

Dawn Jutla presented on topic Blockchain. The Board discussed possible future standardization opportunities.

The Board thanked Dawn for the presentation and discussion.

15. OASIS & Women in Tech

Jenny Huang and Dawn Jutla spoke on topic Women in Tech.

Jenny explains about promotional and support programs that support Women in Technology. Some programs that promote both freelance and open source, provide funded engagements and mentor opportunities which could be interesting for OASIS: TCs to receive some support for their technology and / or open source related work, based mentored work with clear objectives. That model might also work for testing and compliance related work where typically testing suites need to be written.

Jenny and Dawn will work with Carol Geyer to see how OASIS might pro-actively work with these programs.

The Board thanked Jenny and Dawn for the fruitful discussion and possible pro-active actions.

16. Governance Committee Report

Peter Brown, Chair of the Governance Committee, reported and led the discussion.

Governance Committee has been working on topic 'How actors within OASIS interact with external orgs (liaisons)'. The mechanism of OASIS liaison appointments and related responsibilities were discussed with the Board. Governance Committee agreed to review the liaison appointment process and its transparency, which will be reported back to the Board in due time.

17. TAB Report

Chet Ensign, TAB Chair, reported and led the discussion.

Chet Ensign joined by teleconference.

Chet provided the Board with a status report on TAB activities, noting the self-certification whitepaper, the citations masters list, updates on the conformance clause guidelines and making TAB work templates more consistent.

The Board took note of the report and thanked Chet and all TAB members for their work.

18. OASIS Liaisons Report

Jamie Clark, OASIS General Counsel, led the session.

Jamie discussed the Quarterly Liaison Report with the Board, highlighting the ETSI MoU, MSP, IDESG and the successful JTC 1 PAS submissions of standards ODATA and AMQP.

The Board thanked Jamie for the report.

19. Schedule of Future Meetings

The Board agreed on the following schedule of future meetings.

26 April 2016, Teleconference 9am-11am PT / 12pm-2pm ET / 18.00-20.00 CET / 00.00-02.00 (+1) CST
21 June 2016, Teleconference 9am-11am PT / 12pm-2pm ET / 18.00-20.00 CET / 00.00-02.00 (+1) CST
27-29 July 2016, Face-to-Face, US, Burlington, MA Oracle Burlington Day 1: 9am-5pm ET, Day 2: 9am-5pm ET, Day 3: 8.30am-12pm ET AGM will be held on Day 1 (Wednesday)
***<tbd>* September 2016, Teleconference**
***<tbd>* [3 days] October / November 2016, Face-to-Face, US** Suggested location: - New York, NY
***<tbd>* December 2016, Teleconference**

20. Member Section Report

Scott McGrath, COO, led the session.

Bill Chown of the OSLC Member Section joined by teleconference and reported to the Board on the work and interaction with members of the Member Section.

The Board thanked Bill for this report.

21. Disaster Recovery and Substitution

Scott McGrath, COO, provided and update on the OASIS Disaster Recovery Plan, specifically outlining the substitution matrix.

The Board agreed with the status of the current plans and expressed no concerns.

22. IT Update

Scott McGrath, COO, reported and led the session.

Scott provided an update on IT, highlighting the overall IT roadmap, related projects, their planning and costs. All IT projects are running according to plan.

The meeting recessed for the day at 5.00 pm PT.

DAY THREE

23. Welcome and Agenda Review

Frederick Hirsch, Chair, called the meeting to order at 09.00 am ET.

24. Open Repositories

Scott McGrath, COO, reported and led the discussion.

Scott McGrath, provided a short verbal update on the OASIS Open Repository, noting that the OASIS Open Repositories infrastructure using GitHub is ready and two TCs are going through the process of starting to use the repository. Various other TCs are interested and considering use of the Open Repositories.

25. Trademarks in CTI

Jamie Clark, OASIS General Counsel, led the discussion.

Chet Ensign, Director of Standards Development and TC Administration and Robin Cover, Director, Information Services, joined by teleconference.

Jamie provided the Board with a short overview explaining that the OASIS rules require that any trademarks used in a specification contribution be turned over to OASIS. When launching the cybersecurity info-sharing standards STIX, TAXII and CybOX at OASIS last year, the principal contributor U.S. DHS was not immediately able to provide a complete transfer, so OASIS agreed to a nonexclusive trademark license, subject to the board's review and waiver. Approval of their TC's candidate Committee Specifications is on hold pending the resolution of that issue.

The Board agreed to plan for a next meeting on Friday April 1st, 2016 to resolve the Trademarks in CTI issue.

Jamie will provide the Board with a short summary of issue and proposed resolution, a proposal for a draft Board statement and related underlying documents.

26. Organizational Health

Frederick Hirsch, Chair, led the session.

In Executive Session

27. Any Other Business

As some agenda items took more time than expected, the following topics were deferred:

- Upcoming OASIS Events
- Challenges of Innovation to OASIS
- Strategic Review

28. Adjourn

The Board thanked Peter for providing the meeting facilities.

The meeting adjourned at 12.00 pm PT.

Respectfully submitted, 7 April 2016

Gershon Janssen, OASIS Board Secretary

Approved Resolutions

RESOLUTION 2016-03-08.01
"Board resolved to approve minutes of the meeting held on 26 January 2016, available at:
Executive:
https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/57572
Public:
https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/57573"
RESOLUTION 2016-03-08.02
"The Board resolved to approve the election schedule as proposed in the 2016 election schedule at https://lists.oasis-open.org/archives/board-plus/201602/msg00010/2016_Elections_Schedule.pdf. The Board further notes the 2015 decision requiring an annual review of the TAB's mandate and agrees to extend that mandate for a further year."