

Trust over IP Foundation
MINUTES OF THE STEERING COMMITTEE 14 January 2021

A regular meeting of the Steering Committee of the Trust over IP Foundation was held on 14 January 2021 at 1:00pm Pacific Time via teleconference.

Steering Committee Members Attending and Participating

- Christine Leong (Accenture)
- Steve McCown (Anonyme)
- Tom Plagge (Brighthive)
- Will Groah (Cloudocracy)
- Darrell O'Donnell (Continuum Loop)
- Andre Kudra (Esatus)
- Drummond Reed (Evernym)
- Matt Davies for Nick Thomas (Finicity)
- Wenjing Chu (Futurewei)
- Mike Vesey (IdRamp)
- Dan Gisolfi (IBM)
- Hwajeong Hwang (LG CNS)
- Christian Ingrao (Lumedic)
- Charles Walton (M/C)
- Chris Buchanan (MITRE)
- John Jordan (Prov. of BC)

Also Participating

- David Luchuk (Program Manager)
- RJ Reiser (KABN - Steering member - non voting)
- Neil Thomson
- Ken Adler
- Eric Vinton

Call to Order

Mr. Luchuk called the meeting to order at approx. 1:05pm Pacific Time, announced the meeting would be recorded and took the official minutes. There were no objections.

Antitrust Policy Notice

Mr. Luchuk reminded the Steering Committee of the Antitrust Policy.

Agenda

Mr. Luchuk introduced the agenda. No additional topics were added.

Approval of Minutes

Mr. Luchuk presented a resolution to approve the minutes from the previous Steering Committee meeting (Exhibit A) and solicited questions from the group. There were no questions or objections.

Mr. Luchuk indicated that consensus had been reached and the following resolution was approved:

RESOLVED: That the minutes of the December 09, 2020 meeting of the Steering Committee, in the form attached hereto as Exhibit A, are hereby confirmed, approved, and adopted.

Membership Review and Approval

Mr. Luchuk presented a resolution to approve new Members of the Trust over IP Foundation. There were no questions or objections.

Mr. Luchuk indicated that consensus had been reached and the following resolution was approved:

RESOLVED: That the new Members to the Trust over IP Foundation listed above are hereby approved.

Message from John Jordan - Executive Director

Mr. Jordan addressed the committee to share his view that verifiable credentials are gaining credibility in the market. This coming year will be critical to rolling out an architecture and model for global-scale interoperable trust.

The ToIP community must stay focused on open standards and an open source approach. We don't want to simply recreate the same "balkanized" model and centralized power that exists today and hampers economic activity online.

The challenge will be to focus on deliverables (e.g. open technical standards) and avoid being drawn in every direction that arises, even if those directions are interesting. All our effort needs to move us toward the Foundation's end goal of open, interoperable trust.

Steering Committee members congratulated Mr. Jordan for his personal progress and expressed support for his direction and leadership in 2021.

Proposal - Administrative Resource

Mr. Luchuk discussed the cost and budget impact of the Program Manager role (Exhibit B), and the amount of time required to stay on top of administrative tasks associated with operating the Foundation.

Mr. Luchuk introduced a proposal to use existing budget flexibility in 2021, anticipating increases in revenue in the coming year, to acquire additional part-time (15-20 hrs per week) of administrative support.

Mr. Jordan, Mr. Reed and Mr. O'Donnell expressed support for the proposal.

Mr. Gisolfi asked about the process for identifying and hiring a new resource. He indicated support for the possibility of hiring someone with experience in open source communities from the Linux Foundation Program Management and Operations office.

Mr. Walton asked whether a part-time resource was sufficient.

Mr. Reed indicated this part-time resource would be a starting point for bringing on new capacity for the Foundation as resources / revenues and need allow.

Committee members agreed by consensus to the proposal.

Mr. Luchuk will develop the scope-of-work and full cost estimate to hire a part-time administrative resource from Linux Foundation - Program Management and Operations.

Proposal - Steering Committee meeting schedule

Mr. Luchuk described the difficulty of finding a single one-hour period of time to accommodate all Steering members.

As a result, Mr. Luchuk proposed that Steering Committee plenary meetings continue to account on a monthly basis but alternate between two time slots:

Slot A: 12pm PT / 3pm EST / 9pm CET / 1am Delhi / 5am Seoul

Slot B: 9pm PT / 12am EST / 6am CET / 10am Delhi / 2pm Seoul

Further, Mr. Luchuk proposed that bi-weekly time slots be set aside, aligned with the alternating schedule above, be established for special-topic meetings that permit members to examine specific questions in greater detail.

Committee members agreed by consensus to the proposal.

Mr. Luchuk will shift the schedule of Steering Committee meetings (plenary and special topic) to fit.

Priorities - activities in Q1

Mr. Reed discussed the need for ToIP to signal progress in the market by focusing its efforts on developing and releasing Deliverables.

Working Groups are making progress and, with the GitHub process now established, our focus needs to be on getting deliverables out (e.g. white papers and technical specifications in development at TSWG, GSWG and EFWG).

Four interconnected priorities are put forward for Q1 activity at ToIP:

- 1) Focus on baseline deliverables
- 2) Support emergence of trust ecosystems
- 3) Develop and deliver Communications Strategy and Editorial Calendar
- 4) Implement Resource/Revenue model

Mr. Walton expressed support for these priorities and gave the example of “return to travel” efforts that cannot be solved by any one company or country. The Good Health Pass coalition has formed to lead research and coordinate these efforts. ToIP may have a role to play in implementing elements of the approach that emerges.

Mr. Luchuk will set up a follow-up call to explore the Good Health Pass topic further.

Mr. Gisolfi suggested now is the right time to simplify the messages we release to a public audience and focus on consumability in all our products.

Mr. Jordan gave the example of migrating the original Hyperledger Aries RFC 0289 (which was referenced in the charter of the ToIP Foundation) into TSS deliverables as a good example of delivering on Priority 1. He also reiterated the importance of Mr. Gisolfi’s point on getting our message to target audiences.

Mr. Luchuk indicated that the work underway at the Communications Committee to complete a Strategy and introduce an Editorial Calendar are meant to help answer fundamental questions about audiences and messaging.

Resources and revenue model

Building on the topic of Q1 Priorities, Mr. Luchuk introduced questions that need to be answered to establish a clear and fair revenue model that will increase resources for the Foundation. Options include raising new membership fees by introducing new tiers, seeking new paid members, establishing dedicated funds possibly through crowdsourcing and allowing for new activities that generate revenue.

Mr. Jordan emphasized the importance of respecting the Foundation’s open source mandate. Though all recognize the challenge for smaller organizations and individuals, allowing members to draw revenue from ToIP activities is not consistent with our model.

All members benefit from unlocking the huge potential for enabling broader economic activity online. The value of membership is in being part of this major change.

Mr. Luchuk will prepare a brief for review and discussion based on the options identified in this section.

Communications Committee - update

Mr. Luchuk confirmed that John Jordan (Chair) had joined the leadership team for the Communications Committee along with Will Groah, Ajay Madhok and David Lucatch (Vice Chairs).

Mr. Luchuk reiterated that work was underway to complete a Communications Strategy and Editorial Calendar, and that the question of approving logo usage would be considered at the next Communications meeting.

Mr. Luchuk also confirmed that the communications products contract (Peter Stoyko) is shifting to a final phase during which meetings to review advanced drafts of infographics and products will be conducted.

Operations - update

Mr. Luchuk advised that the initial ToIP Whitepaper had been published through the new GitHub process, including MKDocs theming, and released on the Deliverables Portal. This is a further step toward standardizing the use of GitHub and process to publish and release deliverables.

Mr. Luchuk also indicated that Linux Foundation has established a new approach to membership documentation that will simplify the adoption of new or amended Working Group charters. A proposal on this topic will be put forward in a coming meeting for Steering Committee approval.

All Members meeting

Mr. Luchuk advised that the first All Member meeting of 2021 (Jan 20) will be a formal Working Group update meeting and also invite members to speak to priorities for 2021, picking up a topic that had been on the last All Member agenda for 2020.

Open Discussion

No items to report.

Adjournment

At approx 2:10pm Pacific Time, Mr. Luchuk adjourned the meeting.