

# 2023-02-08 TSPTF Meeting Notes

## Meeting Date & Time

08 Feb 2023 This Task Force meets **three out of every four Wednesdays** (the fourth Wednesday is the Technology Stack WG plenary meeting). There are two meetings each Wednesday to serve different time zones:

- **NA/EU meeting: 08:00-09:00 PT / 16:00-17:00 UTC**
- **APAC meeting: 18:00-19:00 PT / 02:00-03:00 UTC**

See the [Calendar of ToIP Meetings](#) for exact meeting dates, times and Zoom links.

## Zoom Meeting Recordings

- **NA/EU Meeting:** <https://zoom.us/rec/share/1GEJYupqjookiY29nbXKV1kxDKV9GODe6Pd1eXCDJn3LRh0ECIRyldpFVyXIhRub.jcFIHW0njlc9LbHK>  
**<== THIS IS THE LINK FOR SAM SMITH'S MAIN PROPOSAL PRESENTATION.**
- **APAC Meeting:** [https://zoom.us/rec/share/vilmV\\_6WtNZko3nmRnN4RU5OXvCIRRC4rYioAPP6\\_m5iof\\_LXWaEKY31GiLJcEX5.MSGkOQhm1rsjuMnA](https://zoom.us/rec/share/vilmV_6WtNZko3nmRnN4RU5OXvCIRRC4rYioAPP6_m5iof_LXWaEKY31GiLJcEX5.MSGkOQhm1rsjuMnA). **<== THE FINAL 30 MINS OF THIS RECORDING HAS ADDITIONAL SLIDES FOR SAM SMITH'S PROPOSAL PRESENTATION.**

## Attendees

NA/EU:

- [Drummond Reed](#)
- [Daniel Hardman](#)
- [Wenjing Chu](#)
- [Samuel Smith](#)
- [Darrell O'Donnell](#)
- [Judith Fleenor](#)
- [Oskar van Deventer](#)
- [Willem de Kok](#)
- [Neil Thomson](#)
- [Steve McCown](#)
- [Alex Andrei](#)
- [Christine Martin](#)
- [Keerthi Thomas](#)
- [Kyle Robinson](#)
- [Lance Byrd](#)
- [Mark Scott](#)
- [Phil Fearheller](#)
- [Sandy Aggarwal](#)
- [sankarshan](#)
- [Scott Whitmire](#)
- [Steven Milstein](#)
- [Torsten Lodderstedt](#)
- [Trinh Nguyen](#)
- [Leon Tian](#)
- [Antti Kettunen](#)
- [Judith Fleenor](#)

APAC:

- [Drummond Reed](#)
- [Samuel Smith](#)
- [Jo Spencer](#)
- [Eric Drury](#)
- [Dima Postnikov](#)

## Agenda Items and Notes (including all relevant links)

Time	Agenda Item	Lead	Notes
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2 min	<ul style="list-style-type: none"> <li>Start recording</li> <li>Welcome &amp; antitrust notice</li> <li>New member introductions</li> <li>Agenda review</li> </ul>	Leads	<ul style="list-style-type: none"> <li><b>Antitrust Policy Notice:</b> Attendees are reminded to adhere to the meeting agenda and not participate in activities prohibited under antitrust and competition laws. Only members of ToIP who have signed the necessary agreements are permitted to participate in this activity beyond an observer role.</li> <li>New Members: <ul style="list-style-type: none"> <li><a href="#">Oskar van Deventer</a> is from TNO in the Netherlands. He is a distinguished technical architect and a primary leader of TNO's work on SSI and decentralized digital trust infrastructure.</li> </ul> </li> </ul>
1 min	Review of previous action items	Leads	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> ACTION: Drummond Reed to post a GitHub issues asking about any other preliminary configuration steps we need to take for the repo. <ul style="list-style-type: none"> <li><b>DONE:</b> See <a href="#">this post</a>.</li> </ul> </li> <li><input type="checkbox"/> <a href="#">Daniel Hardman</a> to post a discussion about what should be OUT of scope — the "negative space" and <a href="#">Michael Herman</a> to contribute about what is in scope and out of scope as well as a discussion to determine the audience for the TSP specification.</li> <li><input checked="" type="checkbox"/> ACTION: <a href="#">Drummond Reed</a> to produce a second version of Andor Kesselman's diagram with updates to the labels that correspond to the official names for certain stages according to our ToIP Foundation charter (which is based on our Joint Development Foundation legal roots at the Linux Foundation). <ul style="list-style-type: none"> <li><b>DONE</b> — see table #1 below and also in this <a href="#">Github Discussion post</a>.</li> </ul> </li> <li><input checked="" type="checkbox"/> ACTION: Drummond Reed to discuss with Wenjing Chu and Darrell O'Donnell whether we can make TSPTF meetings happen for three out of every four weeks (instead of the current two) by only calling Technology Architecture Task Force meetings as needed. <ul style="list-style-type: none"> <li><b>DONE</b> — The meeting schedule has been revised. See the <a href="#">ToIP Calendar</a>.</li> </ul> </li> <li><input checked="" type="checkbox"/> ACTION: ALL - contribute to our first four Github Discussions or start a new one on any topic you believe we should be discussing at this stage.</li> </ul>
1 min	Leadership update	Leads	<a href="#">Samuel Smith</a> has volunteered to join <a href="#">Daniel Hardman</a> , <a href="#">Wenjing Chu</a> , and <a href="#">Drummond Reed</a> as a co-lead of the TSPTF. You can read more about Sam <a href="#">here</a> and more about KERI, CESR, and ACDC <a href="#">here</a> .
40 mins	TSP Proposal #1: Sam Smith	<a href="#">Samuel Smith</a>	<p>Sam present his proposal for design of the TSP layer. As a pre-read, please watch <a href="#">this 1-hour recording of Sam presenting the Hourglass Model</a> to the TSWG APAC meeting last week.</p> <ul style="list-style-type: none"> <li><a href="#">Here is the link to the slides from Sam's presentation.</a></li> <li><a href="#">Here is the link to the recording of the NA/EU meeting</a> (same as at the top of this page). <ul style="list-style-type: none"> <li>Sam's presentation begins at roughly the 10 minute point of the recording and lasts for roughly 40 mins, followed by 20 mins of Q&amp;A.</li> <li>This recording covers the vast majority of Sam's proposal.</li> </ul> </li> <li><a href="#">Here is the link to the recording of the APAC meeting</a> (same as at the top of this page). <ul style="list-style-type: none"> <li>Approximately the first 30 mins of this recording are discussion of Sam's NA/EU presentation.</li> <li>Then Sam offered to present more slides that he was not able to cover in the NA/EU meeting — these slides, together with interactive discussion, take the rest of the recording.</li> </ul> </li> <li>Very active discussion of Sam's proposal then continued in <a href="#">this Github Discussion</a>. As of 6PM PT on 2023-02-11, there were 7 comment threads with a total of 28 replies.</li> </ul> <p>ACTION: All TSPTF members who missed the meeting: review <a href="#">Sam's slides</a>, watch at least <a href="#">the NA/EU recording</a> (and ideally <a href="#">the APAC recording</a> as well), and if possible, read and contributed to <a href="#">the Github Discussion</a> threads.</p>
1 min	<ul style="list-style-type: none"> <li>Review decisions /action items</li> <li>Planning for next meeting</li> </ul>	Leads	Next week's meetings will be Proposal #2 from <a href="#">Daniel Hardman</a> .

## Screenshots/Tables/Diagrams (numbered for reference in notes above)

#1

Stage	Activity	Exit Criteria
Initiation	Introduce members; agree on vision, mission, process, and tools	Consensus on vision, mission, process, tools
Problem Definition	Stakeholders propose use cases to build a map of what problems they need to solve for whom	Consensus on the problem map
Requirements	Extract and enumerate specific requirements from the problem map	Consensus on requirements

<b>Design Principles</b>	Develop the principles that need to guide/govern design of the solution	Consensus on design principles
<b>Proposals</b>	Members submit proposed solution designs	No further proposals
<b>Consolidation</b>	Members identify common elements and seek to develop a consolidated proposal	Consensus on contents of first Working Draft
<b>Working Drafts †</b>	A cycle of publishing Working Drafts, raising and resolving issues, and agreeing on revisions	Consensus on first Public Review Draft
<b>Public Review Drafts</b>	Same as Working Draft stage except with public review	Consensus (or vote) on WG Approved Draft
<b>WG Approved Draft †</b>	WG decision to submit for SC approval	Consensus (or vote) to submit for SC approval
<b>ToIP Approved Draft †</b>	SC decision to approve as ToIP Deliverable	Consensus (or vote) to approve

† Denotes the official name for a stage defined in the *Linux Foundation Joint Development Foundation process document*.

## Decisions

- None

## Action Items

- ☐ ACTION: All TSPTF members who missed the meeting: review [Sam's slides](#), watch at least [the NA/EU recording](#) (and ideally [the APAC recording](#) as well), and if possible, read and contributed to [the Github Discussion](#) threads.