

2021-06-17 GSWG Plenary Meeting Notes

Meeting Date

17 Jun 2021

Attendees

- [Drummond Reed](#)
- [Kalyan Kulkarni](#)
- [Steven Milstein](#)
- [Steve Magennis](#)
- [sankarshan](#)
- [Victor Golubkov](#)
- [Paul Knowles](#)
- [Karl Kneis](#)
- [Carly Huitema](#)
- regrets from [Scott Perry](#) (who was able to attend the final 10 mins)
- regrets from [Daniel Bachenheimer](#) the DIACC/TFEC call is in conflict

Main Goal of this Meeting:

Review the status of the proposed list of deliverables

Agenda

Time	Item	Lead	Notes
5 min	• Start recording • Welcome • Antitrust Policy Notice: <i>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.</i> • Introduction of New Members • Agenda review	Chairs	
5 mins	NEWS: general community updates relevant to the GSWG	All	
20 min	Deliverables proposed by Scott Perry as Working Group Approved Deliverables	Group	
10 mins	Deliverables in Process as reported by Scott Perry	Group	
5 mins	Report on other deliverables from Scott Perry	Group	
5 mins	Report on other deliverables	Drummond Reed Victor Golubkov	
5 mins	Planning for Upcoming Meetings Review of decisions and action items / closing	Chairs	

Recording

- [Recording](#)

Notes

1. Welcome
 - a. Linux Foundation antitrust policy
 - b. Introduction of new members
 - c. Agenda review
2. News — general community updates relevant to the GSWG

- a. Drummond congratulated Mary on [her presentation last week to the Hyperledger Global Forum](#)
 - i. Karl would like to invite Mary to make that presentation to the Ecosystem Foundry Working Group
- b. [Thomas Cox](#) shared that [Savita Farooqui](#) is chairing a subgroup under IEEE P2145 on governance frameworks across various areas
 - i. Savita extended an invitation to anyone here who would like to participate
 - ii. Karl would like to invite Savita to make an Ecosystem Foundry Working Group presentation
 - iii. Paul suggested an invitation to Philippe Page
3. Deliverables proposed by [Scott Perry](#) as Working Group Approved Deliverables
 - a. **ToIP Risk Assessment Worksheet (RAW) Template** – The Worksheet should be voted as an Excel document (See attachment) but can be shown to the WG in Google Sheet format. <https://docs.google.com/spreadsheets/d/1p0wlOAOgf5Ntq07EZ1Gmw0EtjADgbiXK/edit#gid=857415086>
 - b. **ToIP Risk Assessment Companion Guide** – all comments and edits have been resolved. Here is the link: https://docs.google.com/document/d/1SNHqhO8EVWcM-lcq55_inAdrMwrYrRsy5wQAbL3w1ol/edit#
 - c. [sankarshan](#) is a member of the Trust Assurance Task Force who was able to speak to these two deliverables
 - i. The first one is a template for describing and assessing risks
 - ii. The second one is a written guide that explains how to use the worksheet
 - iii. Together the two of these deliverables enable a governing authority to tackle the problem of risk assessment
 - iv. He explained that the Worksheet is designed to run in Excel, but is available in Google sheets format
 - d. Drummond did the call for consensus. There were no objections.
 - e. **DECISION: The ToIP Risk Assessment Worksheet (RAW) Template and the ToIP Risk Assessment Companion Guide are approved as Working Group Approved Deliverables.**
4. Deliverables in Process as reported by [Scott Perry](#)
 - a. **ToIP Governance Metamodel Specification** – Scott would like us to approve this as a Working Group Approved Deliverable but it depends on the timing of the Companion Guide.
 - i. Karl asked about other related industry standards that we could look to for feedback – he mentioned TOGAF (The Open Group Architectural Framework)
 - ii. as a certification body
 1. Kantara is another possible body to ask for feedback, particularly for enterprise feedback
 2. Scott brought up the need for passing ISO certification requirements, but we need to finalize the metamodel first
 - iii. Savita mentioned the IEEE P2145 blockchain governance work and the governance framework matrix
 - iv. Also Paul mentioned <https://www.trustregistry.org>
 - b. **ToIP Governance Metamodel Companion Guide (GMCG)** – The document has been edited by Victor, Sankarshan and a few others. [Drummond Reed](#) still needs to complete his review. Karen has started her deep scrub and should coordinate with [Drummond Reed](#) on the timing of when she needs to complete her review. This document should be ready for GSWG approval at the next Plenary in four weeks' time: https://docs.google.com/document/d/1oRjicF_FH1RdUoQgpYVI5-d0gJUYBeNfkBZboozj8eg/edit#heading=h.g0ovbls9bf67
 - c. **ToIP Trust Assurance and Certification (TAC) Controlled Document Template** – I have completed a first draft and will be presenting it to the Trust Assurance Task Force on Friday. https://docs.google.com/document/d/1_5cSBGzsWTAQ8UOnMB7sadjWS6UnwKCQEmYjJF5RFwU/edit#. I was not sure we specified this as a Working Draft so it needs to be entered and approved by the GSWG as a working draft
 - d. **ToIP Trust Assurance Companion Guide** - I am working feverishly to complete a first draft and will be presenting it to the Trust Assurance Task Force on Friday. Here is the link: <https://docs.google.com/document/d/1Vv8KoM7nm8p5gFOYu1YITBtsXrtagtomN2nTC12eCAM/edit#>. This document repurposes the ToIP Trust Assurance Primer which was approved as a working draft.
5. Report on other deliverables from [Scott Perry](#)
 - a. **ToIP Trust Assurance Criteria Matrix Template** – This has been approved as a working draft but I have not done much except for obtaining the Sovrin Criteria Matrix as a model to sanitize.
 - b. **ToIP Trust Assurance Criteria Matrix Companion Guide** – This has been approved as a working draft but has not been started. I should have a draft in two weeks.
6. Report on other deliverables
 - a. [ToIP Governance Architecture TSS](#) — [Drummond Reed](#)
 - b. [Design Principles for the ToIP Stack](#) — [Drummond Reed](#) & [Victor Golubkov](#)
7. Planning for next meeting: July 1 Special Topic call
 - a. Proposal: full one-hour review of the [ToIP Governance Metamodel](#) and its Companion
8. Review of decisions and action items

Decisions

- ☐ **The ToIP Risk Assessment Worksheet (RAW) Template and the ToIP Risk Assessment Companion Guide are approved as Working Group Approved Deliverables.**
- ☐ Our next special topic meeting will be a one-hour review of the ToIP Governance Metamodel and its Companion to prepare them for: a) a two week ToIP community review period, b) approval as Working Group Approved Deliverables at our next plenary meeting on July 15.

Action Items

- ☐ ALL: Review the [ToIP Governance Metamodel](#) and its Companion in preparation for final review at the next special topic meeting on July 1.