

WPTF 2021-07-15 Meeting

Meeting Schedule

- Thursday July 15th, 2021 10:00 to 11:00 EST / 14:00 to 15:00 UTC / 07:00 to 08:00 PST

Location

Join Zoom Meeting

<https://zoom.us/j/99527911892?pwd=MExZT2x1d0NlY24zclBUMU56b2NPQT09>

Meeting Attendees

[Karen Hand](#)

[Carly Huitema](#)

[Drummond Reed](#)

[sankarshan](#)

[Scott Perry](#)

Neha Misra

Agenda Items

Time	Item
1 min	Welcome & Antitrust Policy
2 min	Introduction of new members
1 min	Agenda Review
10 min	Updates <ul style="list-style-type: none">GSWG Deliverables
40 min	WPTF Focus Areas <ul style="list-style-type: none">ResponsibilitiesPromotionFoundation White Paper(s) - Intro to ToIP

Recording - [link](#)

Meeting Notes

- Welcomed new member Neha Misra (The Fin Lit Project)
- [Scott Perry](#) provided an update on the GSWG activities and deliverables
 - Risk Assessment Companion Guide – submitted to SC for final approval
 - Risk Assessment Worksheet Template submitted to SC for final approval
 - Governance Metamodel Specification and Companion Guide – documents are ready for final editorial review – require final draft approval from GSWG by end of the month
 - Provided a description of the deliverables – companion guides are written to supplement the worksheet templates (tools – excel worksheets for use by organizations and governance architects to create the necessary components of a governance framework, including controlled documents, risk assessments, etc..)
 - Trust Assurance and Certification Controlled Document Template and Trust Assurance Companion Guide – to be reviewed today at GSWG
 - Trust Criteria Matrix Template and Trust Criteria Matrix Companion Guide – in first draft, to be presented to Trust Assurance TF on Friday
 - Decentralized SSI Governance
 - [Rieks Joosten](#) [Scott Perry](#) undertook heavy revision – document is ready for final approval/review by the GSWG
 - The original paper was written outside ToIP or any WG/TF – now under of auspices of the GSWG
- [Drummond Reed](#) - commented on the above deliverables, only Decentralized SSI Governance is a white paper – others are GSWG deliverables. Further comment concerning the three step JDF process (with a note – work on deliverables expected to come from TF under WGs):
 - Approved as working draft by WG

- b. Approved as final draft by WG
 - c. Final approval by SC
- 4. WPTF Focus Areas
 - a. Alignment – ensuring activities and deliverables are aligned across ToIP
 - b. [Scott Pery](#) commented on importance of alignment – and some of the siloed activities within ToIP (due to lack of alignment processes)
- 5. Promotion of approved white papers (and deliverables)
 - a. [Drummond Reed](#) – commented on the current status of the Communications Committee (CC) who are now in a position to provide guidance and support for promotion – largely through the efforts of [Judith Fleenor](#) and Elisa
 - b. [Judith Fleenor](#) is also working on building out the deliverables pipeline from inception to formal publication
 - c. [Drummond Reed](#) – commented on a recent discussion at the APAC SC meeting – concerning the idea of using blog posts to communicate approved deliverables – would require a short description – to be undertaken by the CC with feedback from authors and ensure harmonization of ToIP messaging
 - d. Discussion also included ideas of using webinars
 - e. Discussion amongst WPTF members concerning other means to promote – e.g., use of industry specific media that could include publications or online content. Discussion also on leveraging ToIP members who promote ToIP activities at conferences (whether sector specific or topic)
- 6. [Karen Hand](#) notified TF - will be away for next scheduled WPTF – after discussion with group – decided to hold WPTF Plenary Meeting first week of September to focus solely on the Foundational white papers currently under development
- 7. Foundation White Papers - [Karen Hand](#)
 - a. Introduced at WPTF May 20th and at EFWG June 16th, 2021
 - b. First meeting – June 30, 2021 – Decision made to approach with two WPs
 - c. Do You Trust Me? - Broad perspective on trust, why it's necessary, important and how ToIP can be mechanism to address challenges
 - d. [Karen Hand](#) – draft is close to completion, hope WP will serve to provide context to other deliverables – in terms of overall importance
 - e. Introduction to ToIP V2 - [Drummond Reed](#) providing leadership (working with [Victor Golubkov](#) and [Vitor Pamplona](#)) to complete first draft to WPTF and EFWG – a meeting is planned this week specific to this WP
 - i. [Drummond Reed](#) – has provided the draft V1 – of TOC
 - ii. Narrative - digital trust infrastructure, the ToIP stack, the Foundation (who we are, our members, working groups, history and how to engage), ending on The Road Ahead
 - iii. [Vitor Pamplona](#) will send All Members email – vitally important for all members to engage
 - iv. [Karl Kneis](#) has volunteered to socialize TOC to all WGs – to encourage participation
 - f. Both papers to be launched as draft in the WPTF Plenary - first week of September