

2024-02-08 GSWG Meeting Notes

Meeting Date

08 Feb 2024 The GSWG meets bi-weekly on Thursdays at 11:00-12:00 PT / 19:00-20:00 UTC. Check the [ToIP Calendar](#) for meeting dates.

Zoom Meeting [Link](#) / [Recording](#)

Attendees

- [Scott Perry](#)
- [Carly Huitema](#)
- [Keerthi Thomas](#)
- [@Callum Haslam](#)
- [Neil Thomson](#)
- [Judith Fleenor](#)
- [Drummond Reed](#)
- [Steven Milstein](#)

Main Goal of this Meeting

Bi-weekly Plenary reviewing Task Force updates.

Agenda Items and Notes (including all relevant links)

Time	Agenda Item	Lead	Notes
5 min	• Start recording • Welcome & antitrust notice • Introduction of new members • Agenda review	Chairs	• 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> • New Members:
5 min	Review of action items from the previous meeting	Chairs	
5 min	Announcements	TF Leads	News or events of interest to Governance Stack WG members: ▪ 20% Discount for IIW expires Feb 9! ▪ Neil Thomson Attraction Pass Update ▪ Walk through the ecosystem on how an attraction pass is a VC and goes through several layers of disclosure ▪ Will be going through a Risk Assessment ▪ Will ask industry members to assess as-is and to-be
5 min	Task Force Updates	Chairs	
10 mins	Update on Issuer Requirements Guide	Scott Perry	Scott will provide an update on the Issuer Requirements Guide ▪ Submitted to Steering Committee for approval last Thu & will be discussed next week ▪ Refining terminology and aligning ToIP Glossary Workspace ▪ Will solicit interest in creating a Verifier Requirements Guide

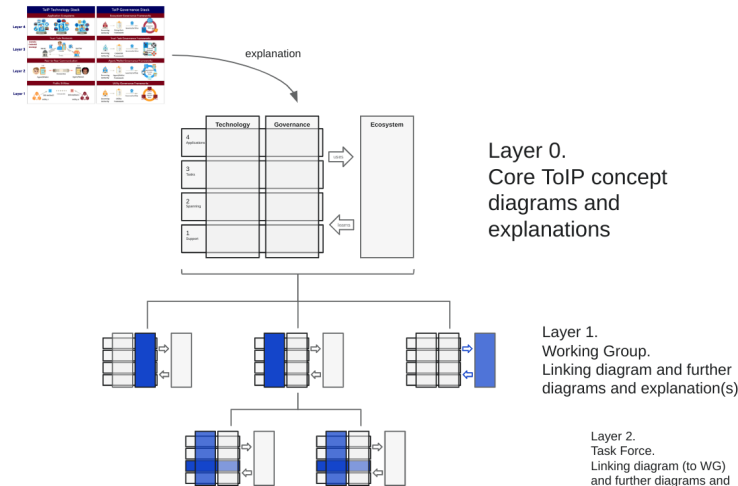
15 mins	Update on ToIP Glossary, Governance Architecture Spec., Governance Metamodel Spec., Technology Architecture Spec. and 3rd gen. ToIP stack diagram.	Drummond Reed	Drummond Reed will update on these topics: - ToIP Glossary and the Spec-Up tooling we are putting in place to incorporate glossary terms in ToIP deliverables and specifications (such as the Issuer Requirements Guide). - Aligning all upcoming Specifications terms with internal ToIP Glossary and external ones - Preparing the second generation versions of the ToIP Governance Architecture Specification and ToIP Governance Metamodel Specification (this time using Spec-Up to fully incorporate the glossary and also "truing them up" to the ToIP Technology Architecture Specification). - An update on work on the 3rd generation ToIP stack diagrams — and an action item for the GSWG and Governance Architecture TF to draft the "blueprints" we want to add to the deck. ToIP 3rd Gen Diagram - Template and Tools - Light Background - Google Slides Folder for the ToIP 3rd Gen ToIP diagramming "toolkit" Explainer videos Judith Fleenor "Providing the canvas & paint cans for ToIP members to color between the lines."
5 min	Any other business		Judith Fleenor - How is Spec-up going to fit into the average members' workflow, or do we continue with Google Docs - Can we get Issuer Requirements Guide feedback from market Issuers'? Same for other docs in draft state and solicit feedback
5 min	- Review decisions/action items - Planning for the next meeting		

Notes

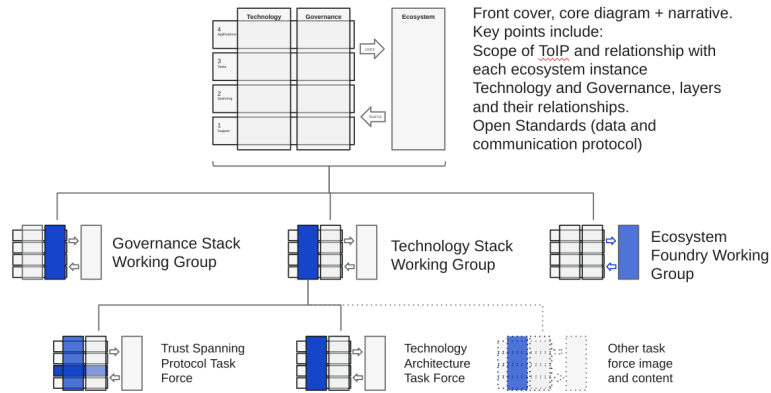
Screenshots/Diagrams (numbered for reference in notes above)

The simplified diagram can be used as a basis to define scope and context for working groups and task forces.

A ToIP Information Architecture



Here are some examples of working groups and task forces



Decisions

Action Items

- ☐ [Scott Perry](#) - Will solicit interest in creating a Verifier Requirements Guide
- ☐ [Judith Fleenor](#) Follow-up on how to solicit feedback from the marketplace