

2024-02-14 Steering Committee Plenary Meeting Notes

Attendance

- Daniel Bachenheimer (Accenture Global Solutions Limited)
- Steve McCown (Anonymo Labs)
- Wenjing Chu (Futurewei)
- Drummond Reed (Gen Digital)
- John Jordan (Province of British Columbia)
- Dr Andre Kudra (esatus)
- Scott Perry (Schellman & Company, LLC)
- Darrell O'Donnell (Continuum Loop Inc.)
- Judith Fleenor (ToIP Executive Director)
- Michelle Janata (LF PM)

Agenda

	Item	Lead	Notes
1 min	Agenda Review	Judith Fleenor	
1 min	Minutes Approval	Judith Fleenor	
1 min	New Member Review	Judith Fleenor	
10 min	Deliverable review and approval process		
	ACDC spec suite (KERI, CESR, ACDC) timeline per Karla McKenna of GLEIF		
10 min	GSWG - Deliverable for Approval		
20 min	Sustainable Financial model proposal		
5 min	The Authentic Generative AI Proposal (5 min)		
1 min	Archiving of old ToIP Repos (1 min)		
2 min	Introduction of February's Discussion meeting topic: <i>Understanding JDF Charter License Selection Options</i>		
1 min	Upcoming Meetings Reminders		
	Open Discussion	All	

- **Recording**
 - [Link](#)
- **Presentation (Google Slides)**



021424 - Steeri...ting Agenda .pdf

Notes

Agenda Review

Judith Fleenor kicked off the meeting and presented to agenda and the anti trust policy.

Call to Order

Judith Fleenor called the meeting to order at approx. 12:09pm and announced the meeting would be recorded and took the official minutes. There were no objections.

Antitrust Policy Notice

Judith Fleenor reminded the Steering Committee of the Antitrust Policy.

Agenda

Judith Fleenor introduced the agenda. No additional topics were added.

Approval of Minutes

Judith Fleenor presented a resolution to approve the minutes from the previous Steering Committee meeting (Exhibit A) January 17, 2024 and solicited questions from the group. There were no questions or objections.

Judith Fleenor indicated that consensus had been reached and the following resolution was approved:

RESOLVED: That the minutes of the January 17, 2024 meeting of the Steering Committee, in the form attached hereto as Exhibit A, are hereby confirmed, approved, and adopted.

New Member Review

Contributor Organizations

Emfisis

Litmus Logic

Contributor Individuals

Joseph Lee Hunsaker

Deliverables Pipeline

Issuer Requirements Guide for Governance Frameworks of Verifiable Credentials [HERE](#)

Keri Suite (KERI, CESR, ACDC)

ToIP Technology Architecture Specification

ToIP Trust Spanning Protocol Specification

ToIP Trust Registry Protocol Specification

ToIP did:webs Method Specification

ToIP X.509 Verifiable Identifier Specification

ToIP Profile Discovery Specification

Deliverable Review and Approval Process: Example

ACDC TF suite of deliverables - expected timeline per Karla McKenna of GLEIF

Task Force public review

Will need into next week to work through the remaining formatting issues, prepare the blog, etc.

So, anticipate that the TF public review could start the week of the 19th of February and run for 2 weeks bringing us to March 1st

Revision stage based on TF public review

I would plan at least 2 weeks for the review bringing us to March 15th and hoping that a second TF public review will not be necessary.

Then on to the Technology Stack Working Group for approval

minimum 7 days by email had been suggested; if the request for approval went out on the 18th, that would bring us to the 25th.

So the resulting expectation would be that the specifications would be ready for Steering Committee approval by the 25th of March.

Deliverable Review and Approval Process: Policies

TSWG co-chairs (Darrell, Drummond, Kevin) have been discussing where ToIP should "set the bar" for approval of ToIP technical specifications

In meetings with John Jordan and other ToIP members in Victoria BC last week, we discussed policies of other SDOs

Typically these policies include:

Conformance: complies w/all formatting and terminology req's

Completeness: specifies everything necessary for independent implementations to be interoperable

Evidence of at least two interoperable implementations

Consensus among WG members that the spec is ready

Deliverable Review and Approval Process: Flowcharts

Based on these discussions, Darrell has created a series of flowcharts in Miro that illustrate the proposed stages:

https://miro.com/app/board/uXjVNEZi29c=

Deliverable Review and Approval Process: Question

Should we—at a ToIP Steering Committee level, or at a WG level—establish standard policies for approval of ToIP deliverables of all kinds:

Specifications

Templates

Guides

Papers (white papers, position papers, etc.)

GSWG - Deliverable Review and Approval

The Governance Stack Working Group is putting forward this deliverable for your review and approval as a ToIP deliverable:

Issuer Requirements Guide for Governance Frameworks of Verifiable Credentials

This deliverable was approved by the GSWG on 11 January 2024.

GSWG - Deliverable

The SC Decided to Bless Issuer Requirements Guide for Governance Frameworks of Verifiable Credentials as a Working Group Approved Deliverable and get it up on the Website.

Sustainable Financial Model Proposal

Time ran out to be able to go over the Sustainable Financial Model. A meeting will be held on February 21, 2024 to discuss. Expect a calendar invitation for this meeting by end of day.

Next SC Meeting

Planned

February 21st - ALL MEMBER MEETING

Content Authenticity Initiative

February 28th - Steering Committee Discussion

Understanding Lic. Selection

March 13th - Steering Committee Plenary

March 20th - All Members Working Group Updates

March 27th - Steering Committee Discussion

Adjournment

At approximately 1:07pm PT, Judith Fleenor adjourned the meeting.

