

Active/Invited Task Force Members			
Present	First Name	Last Name	Organization
	Adnaan	Sikandar	Cap Gemini
x	Andre	Cassulo	Florida Power and Light
	Angela	Parker-White	SDGE
	Anuja	Nakkana	Florida Power and Light
	Belurd	Louie	PGE
x	Brian	Bulow	Idaho Power
x	Charlie	Ward	Duke Energy
	Dan	Jablonski	Jnissi Solutions
	Dave	Kaufman	Honeywell
	David	Bishop	Landis & Gyr
	David	Duguid	Sensus
	David	Ress	Sensus
	Dean	Hengst	Excelon
	Donny	Helm	ONCOR
	Douglas	Schultz	CMS Energy (Consumers)
	Dwayne	Kumura	SCE
	Frank	Wilhoit	American Electric Power
x	Greg	Congleton	Infoantics
	Greg	Robinson (Co-Chair)	Xtensible Solutions
	James	Meyer	Xtensible Solutions
	Jerry	Gray	CimPLE
	Jett	Winter	Bit Stew
	Jim	Greenhaw	Pacific Gas & Electric
x	Jim	Horstman (Co-Chair)	Southern California Edison
	Jin	Chang	Exelon Corporation
x	Joe	Zhou	Xtensible Solutions
	Joseph	Thomas	DTE Energy
	Larry	Kohrmann	ONCOR
	Madeline	Rodini	
	Mark	Ortiz	Xtensible Solutions
	Melissa	Stephenson	Boeing
x	Paige	Hong	SCE
	Pat	Brown	EPRI
	Phil	Slack	Florida Power and Light
	Predrag	Vujovic	Long Island Power Authority
	Randy	Lowe	American Electric Power
x	Rich	Tolway	APS
	Rich	Stephenson	Southern California Edison
	Rick	Vasserman	
	Rob	Stewart	Pepco
	Scott	Palmquist	Itron
	Sendil	Thanavelu	
x	Shawn	Hu	Xtensible Solutions

	Steve	Van Ausdall	Xtensible Solutions
	Suren	Rao	
	Tomas	Supka	Itron
	Wayne	Longcore	SAP

This meeting convened with the following agenda. [Notes are noted within the agenda items.](#)

1) Overview/highlights of F2F meeting (to remind everyone where we are, what was accomplished, and next steps that we agreed on).

[The group assembled reviewed the notes at a high level.](#)

2) During use case discussions in F2F, we decided on a "SDLC" action item

Jim Horstman of SCE shared the [OpenSG EIM Task Force Use Cases document](#) with the group regarding the SDLC use cases. The group touched on it but unfortunately did not discuss the document in much detail.

3) Use case actors - summarize results of F2F and determine what needs to be done to finalize the first version.

The group briefly reviewed the [SG EIM TF Actors to Process revised](#) document. The group then discussed the [EIM Use Case to SDLC](#) document that Jim Horstman of SCE also created. Here are the detailed notes from the review:

- General questions and topics of discussion
 - One general question came up regarding whether or not the Enterprise Semantic Model would facilitate data exchanges. This topic was deferred until a future discussion.
 - Another item was brought up regarding the difference between enterprise and project information and the role both play in the Enterprise Information Management strategy and Enterprise Semantic Model.
- The Data Steward role was explained and discussed some
 - A design activity of "Review data sources and resolve data source conflicts" was added for the data steward.
 - This task was inserted to answer the question of whether or not a data architect can resolve data source conflicts. It was determined that the data architect cannot but the data steward can.
 - It was determined that the data steward would not actually "Grant data access" in the implementation phase. A suggestion was made the perhaps the correct verbiage would be "Authorize data access". Further discussion is needed on this topic.
- The Business Process Owner role was discussed

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- The business process owner role may have a greater role than implementing data quality processes. The topic of the business process owner role in Enterprise Information Management needs to be further discussed.
- One question came up regarding whether or not the Enterprise Semantic Model would facilitate data exchanges.
- The Database Administrator role was explained and discussed
 - A question was floated as to when DBAs would get involved in a project
 - In general one approach is to get the DBAs involved late in the design to work with the data architect to create the physical data model
- The role of the Integration architect was explained and discussed
 - In general the integration architect plays a role in inter-application communications.
 - The integration architect can also play a role in defining and mapping an integrations with external entities
- The Metadata role was briefly discussed
 - This role will need to capture the aspects of technical metadata such as lineage.
- The role of Data Quality was explained and discussed
 - It was discussed that in addition to preparing data quality reports the data quality role needs to assist in the resolution of data quality issues.

4) One action item was, "Adnaan Sikandar, Jerry Grey, Joe Zhou, and Jim Horstman will review Archimate to determine how it can support the requirement specification" - discuss status (if any) and plans for making progress

James Meyer has sent an inquiry following up on the status of material contribution to this effort.

5) Discuss EIM requirements spec.

This agenda item was not discussed today and by default has been deferred.

6) General discussion on what else the EIM TF needs to be doing.

This agenda item was not discussed today and by default has been deferred.