**Agenda**

**OpenSG Conformity Working Group Call**

**February 24, 2010**

**2 – 3 PM EST**

**Chair:**  Bruce Muschlitz, EnerNex

**Vice-Chair:** Zahra Makoui, PG&E

1. **Roll Call and Determination of Quorum – if you don’t announce yourself on the call you may not be counted!**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name** | **11/25** | **12/09** | **01/13** | **01/27** | **02/01-2** | **02/24** |  |
| Bruce Muschlitz | @ | X | $ | # |  | () |  |
| Zahra Makoui | @ | X |  | # | % | () |  |
| Phil Beecher | @ | X |  | # | % | () |  |
| Bobby Brown | @ |  |  | # |  |  |  |
| Sandy Bacik | @ | X |  | # |  | () |  |
| Randy Lowe | @ |  |  |  |  |  |  |
| Gary Aumaugher |  | X | $ |  |  | () |  |
| David Chambers |  |  | $ |  |  |  |  |
| Mark Freund |  |  | $ |  |  |  |  |
| Steve Van Ausdall |  |  | $ |  |  |  |  |
| Alan Rilaldo |  |  |  | # |  |  |  |
| Clint Powell |  | X | $ | # |  | () |  |
| Darren Highfill |  |  |  | # |  |  |  |
| David Chambers |  |  |  | # |  |  |  |
| John Stitzel |  |  |  | # |  |  |  |
| Kevin Brown |  |  |  | # |  |  |  |
| Klaus Bender |  |  |  | # |  |  |  |
| Mark Freund |  |  |  | # |  |  |  |
| Nakul Jeiraith |  |  |  | # |  |  |  |
| Aaron Snyder |  |  |  |  | % |  |  |
| Rolf Bienert |  | X |  |  | % | () |  |
| John Lin |  | X |  |  | % | () |  |
| J.C. Martin |  |  |  |  | % |  |  |
| Wayne Dennison |  |  |  |  | % |  |  |
| Ido Dubrawsky |  |  |  |  | % |  |  |
| Bill Cloutier |  |  |  |  | % |  |  |
| Rish Ghatikar |  |  |  |  | % |  |  |
| James Mater |  |  |  |  | % |  |  |
| Ken Holbrook |  |  |  |  | % |  |  |
| John Simmins |  |  |  |  | % |  |  |
|  |  |  |  |  |  |  |  |

Indicates on SGCONFORMITY list

Indicates voting rights if attend this meetingSG Conformity Agenda

2/24/09 11am PT, 2pm EST, 19:00UTC

1. Identify the scribe
2. Roll Call
3. Determination of quorum
4. Approve today’s agenda.
5. Approve minutes from 1/27 call distributed and posted on 2/2/10
6. Old Business
   1. Prepare a literature review on Conformity – John Lin
   2. Conformity work items, initial outline - James Mater and Rolf Bienert and Wayne Dennison
   3. Prepare outline for repository of best practices – Rolf Bienert
   4. Write initial document “meaning of a product mark” – Clint Powell
7. OpenSG Reports
   1. Main Conformity
   2. Edge Conformance
   3. Security Conformance
8. Task Force Reports
   1. Edge Conformance
   2. Security Conformance
   3. Enterprise Conformance
9. New Business
   1. Technical Committee has tasked us to write “Conformity Requirements Document”.   
      Need to flesh-out an outline for this
   2. Need to pare down WG membership to establish a quorum
   3. Templates for Task Forces – can we build from TF work?
      1. Common Conformity dictionary
      2. Abstract Conformance Test template
      3. Abstract Interoperability Test template
      4. Use case template
      5. Implementation (testing) Issue template
      6. Other templates?
10. Next Call: March 9th at 11am PST, 19:00UTC (still on standard time)
11. Action items:
12. Adjourn