PWG Steering Committee
2008-10-09 Conference Call Minutes

1. Attendees

Attendees: Lee Farrell (Canon), Rick Landau (Dell), Jerry Thrasher (Lexmark), Ron Bergman (Ricoh), Harry Lewis (InfoPrint Solutions), Bill Wagner (TIC), Peter Zehler (Xerox)

2. Agenda

1. Identify Minute Taker
2. Approval of previous minutes
3. Review of Action Items
4. PWG Process/IP Document status
5. October F2F Working Group and Plenary slides
6. IDS and IPP "Chair-search" status
7. PWG membership status
8. Other Agenda Items
9. Next SC Nov. 6, 2008.

3. Identify Minutes Taker

Harry Lewis

4. Accept Previous Minutes

There were no objections to the previous Minutes.

5. Review Action Items

> ONGOING: The PWG Chair and working group chairs need to make sure that both the Wiki pages are current and accurate, some pages on the Wiki site also need to be created. Also need to maintain the teleconference calendar.

→ ***ONGOING***

> ACTION: The PWG has several approved Candidate Standards related to IPP for which there are no IANA registered elements. Harry and Ira will draft an IANA considerations document for items that need to be registered with IANA for review by the SC.

→ ***OPEN*** – *Pending IETF acknowledgment of designated experts*

> ACTION: Ira will send examples showing use of Printer MIB Interpreter Language TC and MIME types for use in 1284ID strings.

→ ***OPEN*** – *Pending IETF acknowledgment of designated experts*

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> ACTION: Forward the prtChannelType proposal to IANA.

→ ***OPEN*** – *Pending IETF acknowledgment of designated experts*

ACTION: Jerry will contact the ISTO about ordering of disk drives after getting documented signoff from the other officers.

→ **OPEN** – *Jerry is timing his request with arrival of a stable sysAdmin.*

ACTION: Jerry will contact IETF about lag in acknowledging designated experts.

→ **OPEN** – *No reply to several attempts. Next step is November IETF f2f..*

ACTION: Link working group minutes to PWG website. Working Group chairs please mimic Pete's example at http://www.pwg.org/mfd/index.html (scroll down to "Minutes").

→ **NEW** – *Introduced by Pete Zehler.*

6. Process/IP Document Status

Minor editorial change introduced by Jerry – approved
Member Form – add Mkting and Finance contacts in addition to Pri/Sec (can be same person).
Addressed one feedback question – LOA is encouraged but not mandatory unless explicitly requested.

7. October 2008 Face-to-face

Reminder for W/G Chairs to please prep slides for Lexington meeting.
Agenda swap IDS/IPP to accommodate participants.

8. IDS / IPP w/g Chair search status

IDS - in good shape. IPP - Paul Tykodi agrees to Chair teleconference meetings. Craig Whittle agrees to Chair f2f. Paul is still processing his membership, however. If, for some reason, this should take longer than Jan 1, 2009, Bill Wagner agrees to fill in for Paul, temporarily on an as available basis.

9. PWG Membership Status

Paul Tykodi joining.
Intermec joining.

10. Other

Use of Survey Monkey for hosted meeting registration. Consensus that this is a good idea. Costs, if any, will be borne by the PWG.

11. Next SC call

November 6, 2008 @ 2:00PM Eastern time.