PWG Steering Committee:
2006-08-17 conference call minutes

Attendance:

Harry Lewis, Lee Farrell, Jerry Thrasher, Bill Wagner, Pete Zehler, Ira McDonald

Minute Taker:
Jerry Thrasher

Agenda
1. Approval of previous minutes
2. Review of Action Items
3. Membership Update
4. Project Status Update
5. PWG/FSG joint plenary agenda
6. 2007 PWG F2F schedule
7. Other Topics
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1. Approval of minutes: Approved
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2. Review of Action Items.

Jerry still needs to issue the first draft of the PWG Process 2.0 errata
document.

Harry will verify the status of Nexpress, they were on the list in May but
not in June (still needs to be done).

Harry will start working with Till Kamppeter(FSG) on a detailed schedule
for the Thursday morning joint plenary (continuing AI).

(other AI's completed)
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3. Membership Update

Discussion: No outstanding membership invoices. There was a discussion
about how to improve on the rate of delinquint invoices for dues
payments. There was a comment that some companies have trouble navigating
the accounting procedures at their companies to be able to meet the
invoice due dates.

Resolution: It was decided to look at increasing the amount of time
from when the PWG dues invoices are sent out and the due date and also
to sent periodic reminders to the PWG announce list about when companies
should expect invoices as well as reminders that the invoices have been sent.

New Action Item: Harry will work with the ISTO to guage the impact
of changing the invoice terms to net 90 days and sending the invoices
out in October, instead of December to give the membership more time
to work their individual company purchasing issues.
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4. PWG Project Status Update

Discussion:
WIMS/CIM: The groups is scoping Phase 2 of the CIM update for the
new elements to be added. Currently in a little lull because of
vacation season but calls will resume on August 24, 2006.

MFP Alerts: The latest draft has just been posted for review. A request
for prototypes of the alert table extensions has been made within the
group and the document is beginning to approach technical completeness.
All are encourage to review the current draft.

Semantic Model: There will be a meeting August 30, 2006 to further review
the latest draft of SM2.0. A request has been made to define a general
timeline and for the major component (services/subunits) deliverables

and the order in which they will be developed as a mechanism to drive
interest in the project.

IPP PSX: There has been a revised problem statement of the PSX
project posted to the email reflector and a formal request has been
sent to the BMLinks group for input relating to the design alternatives
that have been proposed. The effort is waiting for addional input from interested
parties (Novell, MS, BMLinks etc). The next meeting is on August 31, 2006.

The SC needs to think about encouraging the naming of co-chairs for the groups that
have multiple active projects under the same Working Group scope instead
of burdening the WG Chairs with managing every project.

Resolution:

New Action Item:
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5.   PWG/FSG joint plenary agenda

Discussion: Postponed due to lack of time

Resolution:

New Action Item:
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6.   2007 PWG F2F schedule

Discussion: We need to start the discussions with the ISTO about the
planning of the first 2007 meeting due to it's location.

Resolution: Need to get this confirmed at the next SC Telecon.

New Action Item: Harry Lewis to contact the ISTO about planning
the "week of Feb. 19" meeting.
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7.   Other Topics: Teleconference Calendar issues.

Discussion: Because of the shared time slots there has been some
confusion about what meetings are being held in a given week.

We need to investigate some mechanism to manage the meeting schedule.
Initially, a link to a text file on the PWG Home Page or maybe Google
calendar, and maybe eventually a calendar utility either on the PWG
Page or the ISTO page.

New Action Item: Harry will look into the Google Calendar. Jerry
will prototype the linked files of the PWG Page concept.

Next Call.
August 24, 2006 3:10pm to 4:00pm

Meeting Adjourned: