

PWG Steering Committee:  
2006-10-12 conference call minutes

Attendance:

Harry Lewis, Jerry Thrasher, Ron Bergman, Lee Farrell, Ira McDonald,  
Bill Wagner

Minute Taker:  
Jerry Thrasher

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Agenda

1. Approval of previous minutes
2. Review of Action Items
3. Lexington F2F Status
4. Feb. 2007 PWG F2F schedule
5. PWG Process 2.0 Errata Document
6. Other Topics

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1. Approval of minutes: Approved

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2. Review of Action Items.

Working Group chairs need to start working on  
a 6 month work plan for agenda planning for the Feb. 2007  
F2F and future meetings.  
(to be completed by the end of the October F2F)  
(Note: It's looking like there is no need for a December plenary meeting.)

Rick will include the discussions about the placement  
of the work in the PWG at the October F2F BOF for the PDM effort.  
(to be completed at the October F2F)

Harry and/or Lee will continue to follow up with the  
ISTO to get detailed information for the Feb. meeting.

Harry and all working group chairs please draft presentations.

(other AI's completed)

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3. Lexington F2F Status

Discussion: The meeting agenda on the web looks like it is complete, the  
Projector Management BoF will take place. Current attendance looks  
to be around 20 for the PWG meeting Days. Most of the working group  
chairs have still not completed their presentation slides, this needs to  
be done ASAP.

Resolution:

New Action Item: If you plan on attending and have not registered,  
make sure you do.....

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4. Feb. 2007 PWG meeting:

Discussion: The group discussed the current results of the ISTO's  
survey of hotels for the Feb. 2007 meeting. The SC decided to focus  
on a PWG,P2600, TCG joint meeting for now and focus on the Marriott in  
Wialea as the venue and try to complete detailed meeting expense  
spreadsheet. The room rates of the hotels surveyed were  
basically the same.

New Action Item: Harry Lewis will inform the ISTO to focus on the  
Marriott in Wialea.

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5. Process Document Errata Document

Discussion: The Process Document Errata document call for objections period completed without any objections. The SC discussed the process and approved unanimously the publishing of the errata document.

Resolution:

New Action Item: Jerry Thrasher to publish the PWG Process 2.0 Errata document and send an announcement to the list.

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6. Other Topics:

Action Item for Chairs: Reminder for the Working Group Chairs to keep the conference call schedule web site up to date.

PWG representative to the ISTO Board of Directors nominating committee. Harry Lewis was renewed by the SC as the PWG's representative to the ISTO BoD nominating committee.

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Next Call. Will be discussed at the F2F meeting.

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Meeting Adjourned: