Meeting notes

Topic:	Statutory steering group meeting and workshop
Location:	Triona's office in Oslo
Time:	We started at 13.00 ended at 16.30
Participants:	Anders Nilsson- Triona
	Gjermund Jakobsen – Here
	Idar Kirkorn, Trimble
	Lars Wikström – Triona (via Skype)
	Mats Bayard - Triona
	Thomas Norlin - Trafikverket
	Rune Dragsnes – Triona
Excused:	Knut Jetlund – Statens Vegvesen

1 Introduction

Mats Bayard opened the meeting.

Mats informed about (se appendix 1);

- who has announced an interest in participation in the development of OpenTNF,
- who is using OpenTNF and,
- who is supplying solutions using OpenTNF.

We had a dialogue around questions such as

- How do we keep track of users? Register (as User or Solution Provider) at opentnf.org to get regular information?
- How do we introduce new interested organizations? Arrange introductory course by Skype (could be filmed and published)?

We concluded with the following;

- We will produce a new more informative website that could replace the opentnf.org. At the website we shall ask users/solution providers to register (but an organization will not be forced to register). By having them registered we can give them continuous information about the development of OpenTNF. And, showing registered organizations will probably increase the interest of OpenTNF from new organizations.

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At the website we should also try to describe;

- Who could get benefits of using OpenTNF
- What challenges/problems that OpenTNF can solve for them.
- Why OpenTNF is needed (better than other available solutions).
- How OpenTNF complements other initiatives such as XML, GML, OGC and NDS (could the work of Knut be useful here?).
- Business cases that describes where OpenTNF is used in organizations and how it creates value.
- That you can apply all or part of OpenTNF
- What data catalogues are and how they provide benefit
- That OpenTNF can be used to manage the entire dataset or just changes in data.

We also agree upon that we, based upon better information can benefit from;

- Keeping an OpenTNF common PPT up-to-date and available at the website.
- Arranging an introductory course by Skype (could be filmed and published at opentnf.org).

2 Statutory steering committee meeting

We started by discussing some guiding values for our work. That gave us the following result;

OpenTNF shall be;

- a complement to other standards
- free of charge
- useful globally

Our common work with OpenTNF work shall be characterized by

- keeping it simple
- openness

We went on discussing "how to work" in the steering committee. That gave us the following result;

- We must elect a nomination committee that suggest participants of the steering committee (half of the nominated should be elected for 2 years)
- The number of participants shall be 3-7 and always an odd number.
- The aim is to have a balanced group with both Users and Solution providers in the steering committee
- To be a candidate for nomination to the steering committee, you must represent an organization that:
    - Informs others/the market about OpenTNF in a positive manner, **and**
    - Contributes with relevant competence and dedication in our working team, **and**
    - Offers solutions using OpenTNF or Uses solutions using OpenTNF, **or**
    - Plans to start an evaluation project with the aim to Use or offer Solutions using OpenTNF.
- There will initially be two annual meetings (one via Skype).

We ended the statutory meeting by discussing what decisions the steering committee shall take. We agreed upon that the steering committee shall take the following decisions;

- Changing the guiding values for our work
- Setting the statutes for "how to work"
- Publishing a new version of the OpenTNF specification
- Changing the license terms
- Publishing sample datasets, sample data catalogues and business cases
- Closing down the OpenTNF initiative or transfer it to another organization

All decisions above require simple majority to be completed.

3 Workshop

As planned we had a dialogue around where we could find the most benefits of making it easier to get access to transport network data?

We ended up in agreeing to try to create two sample datasets/data catalogues (with participants to be working together in parenthesis);

1. **Speed limits in TN-ITS format with geometry** (data crossborder of Norway/Sweden) (Here –Statens vegvesen– Trafikverket – Triona)
2. **Maintenance related data from construction projects (BIM/IFC)** Statens vegvesen –Trafikverket – Trimble - Triona

We also thought it would be a good idea to have the aim to present the result from **Speed limits with geometry** for the TN-ITS organisation.

4 Action list

Including previous issues

Nr	Activity	Resp.	Finished date	Status
1	Produce a new more informative website			
2	Arrange an introductory course	Anders (with Knut)		
3	Organize a steering committee meeting where we; A. Elect a interim steering committee B. Elect a nomination committee C. Set the statutes for our work	Mats Bayard	2019-03-19	
4	Present the result from **Speed limits with geometry** for the TN-ITS organisation	Gjermund Jakobsen		