

NIEMOpen Project Governing Board (PGB) MEETING MINUTES (DRAFT)

Date/Time: 20 October 2022

Location: Georgia Tech Research Institute (GTRI), 1700 North Moore Street (Suite 1910) Arlington, VA 22209 & MS TEAMS

Convener: Ms. Katherine Escobar

Presiding Officer: Mr. Chet Ensign

Minutes Taker: Mr. Stephen Sullivan, (stephen.m.sullivan14.ctr@mail.mil)

1. **Goal:** Instantiate the NIEM Open Project and conduct the NIEMOpen 20 October 2022 kickoff meeting.
2. **A YouTube video of the meeting (s) is available at:**
 - NIEM Transition Executive Steering Council (ESC) - https://www.youtube.com/watch?v=w_LVSeO9lY0
 - NIEMOpen PGB – Executive Session - <https://www.youtube.com/watch?v=cqh8EXgP6Jo>
 - NIEM Open PGB – Plenary Session - https://www.youtube.com/watch?v=aTWzq6_7iUA

3. List of Attendees:

Attendee (Executive Session)	Role
Katherine Escobar (Joint Staff J6, DSD)	PGB Chair, Voting Member
Gary Egner (Equivant)	PGB Voting Member
Phil Mattson (DHS S&T)	PGB Voting Member
John Wandelt (GTRI)	PGB Voting Member
Chet Ensign (OASIS)	OASIS OPEN Presiding Officer
Dee Schur (OASIS)	OASIS OPEN Senior Manager, Development & Advocacy
Carol Geyer (OASIS)	OASIS OPEN Chief Development Officer
Stuart Whitehead (Joint Staff J6 DDC5I)	Joint Staff Sponsor
Ryan Schultz (Joint Staff J6 DSD, Division Chief)	Guest
Stephen Sullivan (Joint Staff J6, DSD)	Meeting Recorder
Louis, Shunda (Joint Staff J6, DSD/BAH)	Meeting Recorder
Aubrey Beach (Joint Staff J6, DSD/BAH)	Meeting Recorder
Beth Smalley (Joint Staff J6, DSD)	Guest
Mark Dotson (Joint Staff J6, DSD/GTRI)	Guest
Christina Medlin (Joint Staff J6, DSD/GTRI)	Guest
Tom Carlson (Joint Staff J6, DSD/GTRI)	Guest
Christina Bapst-Stump (DHS S&T)	Guest
Kamran Atri (A4SAFE)	Guest
Thomas Krul (Dept. of National Defence, Canada)	Guest
Dr. Scott Renner (Joint Staff J6, DSD/MITRE)	Guest
Mike Hulme	Guest

Jim Cabral (Informatica)	Guest
Monique Bourque (DOJ)	Guest
Daniel Morgan (DOT)	Guest
Kenneth Salyards (HHS)	Guest
Jennifer Stathakis (FBI)	Guest
Rich Elias (DOT)	Guest
Subhankar Sarkar (Earnst & Young)	Guest

Quorum, 4 of 5 PGB Voting Members attended.

4. Agenda:

- Call to order
- Solicit Volunteer Note Taker
- Roll Call & Introductions
- Nominations & Vote for PGB Chair/Co-Chair
- Welcome from OASIS Staff
- Transition Process & Progress
- Review of NIEM Open Charter
- Discussion of Contributed Work
- Vote on NBAC, NTAC, & PGB TSC Governance Documents
- Nomination & Vote of NBAC, NTAC, & NMO TSC Chair/Co-Chairs
- Adoption of Standing Rules
- Frequency, Date, & Time of PGB Meetings
- Other Business
- Please Join Us for the Follow-on PGB Plenary Session
- Adjourn

The PGB conducted a plenary session for the NIEM Community at the conclusion of the PGB Executive's Session. The Plenary Session reviewed PGB decisions and voting outcomes and presented "Best -of-NIEM Awards" for FY 2022.

During the NIEM Executive Steering Council meeting which preceded the PGB Kickoff, several agencies and individuals were recognized for their contribution to NIEM:

Award	Category	Awardee	Awarded For:
2022 Best of NIEM	Advancing the Adoption of NIEM	DISA- Joint Staff Support Center	Producing high quality professional NIEM technical training videos
2022 Best of NIEM	Best implementation of NIEM	Bureau of Justice Assistance, Office of Justice Programs and U.S Department of Justice	Upgrading the National Prescription Drug Monitoring Program's PMIX architecture
2022 Best of NIEM	Improving Data Safeguarding using NIEM	NASA Armstrong Research Facility – ARMD Flight Data Portal (AFDP Project Team	Implementing the NIEM Controlled Unclassified (CUI) schema to assure compliance with Executive Order 13556

Individual Recognition

Ms. Donna Roy, Mr. Kshemendra Paul, Mr. Ron Bewtra, Ms. Christina Bapst-Stump, Mr. Frank Klucznik, Mr. Mike Hulme, Mr. Kamran Atri, Mr. Thomas Krul, Mr. Ryan Schultz, Dr. Scott Renner, Mr. Paul Wormeli, Mr. John Wandelt, and Mr. Tom Carlson.

5. Attachments: <https://lists.oasis-open-projects.org/g/niemopen-pgb/files/20%20October%2022%20PGB%20Meeting>

- Briefing Slides (PGB Executive and Plenary Sessions)
- Attendee lists (ESC, PGB Executive and Plenary Sessions)
- Dr. Cully Transition Memo
- ESC Transition Brief
- NIEM Open Governance Documents

6. Decisions:

- Consideration of adoption of standing rules was deferred until the January PGB.
- TSC Co-chairs will present TSC expert voting members to the PGB and recommend TSC expert non-voting members to the PGB at the January PGB meeting.

7. Voting: The following nominations for NIEMOpen role/positions were approved by the PGB:

- PGB Chair - Katherine Escobar
- NIEM Technical Architecture Committee (NTAC) Technical Steering Committee (TSC) Co-Chairs – Dr. Scott Renner, Jim Cabral
- NIEM Business Architecture Committee (NCAC) Technical Steering Committee (TSC) Co-Chairs – Kamran Atri, Thomas Krul
- NIEM Management Office (NMO) Technical Steering Committee (TSC) Co-Chairs – Katherine Escobar and Beth Smalley
- NIEM Open Maintainers:

GitHub Repos	Primary	Alternates
NIEM Open	Ms. Christina Medlin & Mr. Aubrey Beach	Mr. Tom Carlson, Ms. Shunda Louis
NBAC TSC	Ms. Christina Medlin & Mr. Aubrey Beach	Mr. Tom Carlson, Ms. Shunda Louis, Mr. Steve Sullivan
NTAC TSC	Mr. Tom Carlson & Christina Medlin	Mr. Aubrey Beach, Ms. Shunda Louis, Dr. Scott Renner, Mr. Mike Douklias
NMO TSC	Mr. Aubrey Beach	Ms. Shunda Louis, Mr. Steve Sullivan, Mr. Mike Douklias

Figure 1 Maintainers

The PGB approved the following TSC governance documents: <https://lists.oasis-open-projects.org/g/niemopen-pgb/files/20%20October%2022%20PGB%20Meeting>

- NTAC TSC Governance Document
- NBAC TSC Governance Document
- NMO TSC Governance Document

8. PGB Meetings

- PGB Meeting Schedule: the following meeting schedule was approved.
 - The PGB will conduct quarterly meetings unless otherwise agreed
 - 2nd Tuesday of the month
 - 3 PM EST for 1 hr.
 - Voting members may assign a proxy to represent them and vote
- CY 2023 meeting dates:
 - 10 January 2023
 - 11 April 2023
 - 11 July 2023
 - 12 December 2023

9. Minutes Approval: Approved by PGB 25 January 2023.

Distribution: <https://lists.oasis-open-projects.org/g/niemopen-pgb>