> Attendees: [SPEAKER\_00] [SPEAKER\_01] [SPEAKER\_02] [SPEAKER\_03]ã€€

# Overview

The team discussed the process of writing standards, emphasizing the roles of subcommittees, workflow-based approaches, and customer-centric design. Key challenges included lack of structure, uneven progress, and collaboration issues. Technical updates focused on GitHub usage, interoperability, and visual aids. Miscellaneous discussions highlighted rapport-building moments. Action items included refining workflows, creating templates, improving collaboration, and addressing security and technical considerations.

## Meeting Summary

### Discussion on Standards and Workflow

#### \*\*Key Points\*\*:

* The team discussed the process of writing standards, including the roles of subcommittees such as front-end, back-end, interaction, security, and protocols.
* Each subcommittee was tasked with defining their scope, outputs, and responsibilities at a granular level to present updates in the next meeting.
* A workflow-based approach was suggested to define interactions, focusing on customer expectations and lifecycle management.
* Constantine provided a high-level vision of infrastructure architecture, emphasizing a federated, multi-site approach as a reference for the workflow-based methodology.
* The importance of aligning outputs with a structured standard format was highlighted, with plans to create a template or skeleton for the standard in future meetings.

#### \*\*Challenges\*\*:

* Concerns were raised about the lack of structure and clarity in the current approach, with some outputs not resembling a standard.
* Limited participation in some subcommittees and uneven progress across groups were noted.
* The need for better coordination and documentation was emphasized, including the use of tools like GitHub for collaboration.

#### \*\*Next Steps\*\*:

* The team plans to refine the workflow-based approach by walking through user use cases to identify required interactions, security needs, and backend dependencies.
* A focus on terminology and creating a standard template will be prioritized in upcoming meetings.
* Additional meetings will be scheduled to address gaps and ensure alignment across subcommittees.

### Technical and Logistical Updates

#### \*\*Key Points\*\*:

- Discussions included the use of GitHub for storing and sharing documents, with some challenges in setting up repositories and processes.

- Interaction layers were discussed, emphasizing the need for interoperability and lifecycle management across heterogeneous systems.

- The team acknowledged the importance of diagrams and visual aids to clarify concepts and workflows.

#### \*\*Challenges\*\*:

- Some team members faced difficulties in using GitHub effectively, highlighting the need for better onboarding or guidance.

- The complexity of defining interactions and aligning them with existing standards was noted as a potential hurdle.

#### \*\*Next Steps\*\*:

- Finalize and share diagrams and notes from the last meeting to provide clarity and direction.

- Explore ways to streamline GitHub usage and improve collaboration among team members.

### Miscellaneous Discussions

#### \*\*Key Points\*\*:

- Anecdotes and personal stories were shared, including discussions on travel, medical technologies, and historical practices in radiology.

- Lighthearted moments helped build rapport among team members, contributing to a positive team dynamic.

#### \*\*Next Steps\*\*:

- Schedule the next meeting, tentatively on Monday, to continue discussions and address pending tasks.

- Ensure all team members are aligned on objectives and prepared for the next steps.

## Discussion Summary

### Key Topics

#### \*\*Challenges in System Design\*\*:

- The discussion highlighted the need for a flexible and integrative system that can cater to diverse customer requirements, including compatibility with both POSIX and S3 systems.

- Participants emphasized the importance of building a system that is widely adoptable and not overly complex or fragile, ensuring long-term usability and integration.

- The conversation touched on the necessity of creating a federated multi-site architecture to manage data across various locations effectively.

#### \*\*Customer-Centric Approach\*\*:

- There was a focus on ensuring that the system design aligns with customer needs, including ease of integration and operational efficiency.

- The group discussed the importance of justifying the time and resources invested in the project, aiming to create a solution beneficial to the general population.

- Concerns were raised about balancing customer-specific requirements with broader industry standards.

#### \*\*Technical Considerations\*\*:

- The team explored the idea of an asset management or content management layer to federate data views across multi-site environments.

- Discussions included the challenges of implementing event-driven workflows and ensuring compatibility with existing file systems.

- The importance of immutability in object storage and the need for a high-level diagram to present operations (POSIX and object-based) were emphasized.

#### \*\*Security and Collaboration\*\*:

- Security considerations were identified as a critical aspect, with the expectation that a security subcommittee would define specific requirements.

- The group acknowledged the need for collaboration with other subcommittees to address overlapping concerns and ensure a cohesive approach.

### Next Steps

#### \*\*Diagram Development\*\*:

- A high-level diagram will be created to map POSIX and object operations, showing their integration and state-sharing mechanisms.

- The diagram will serve as a visual aid for presenting the system's architecture and functionality to the broader group.

#### \*\*Remote Participation\*\*:

- Arrangements will be made for remote participation in upcoming meetings to ensure all key contributors can provide input.

#### \*\*Feedback and Iteration\*\*:

- The team plans to present initial ideas and diagrams to gather feedback from other groups, iterating on the design based on their input.

- Security considerations and implementation details will be further refined in collaboration with the security subcommittee.

#### \*\*Event-Driven Workflow Exploration\*\*:

- The group will investigate the feasibility of event-driven workflows for handling metadata updates and object storage operations.

### Meeting Summary

### Discussion Points

#### \*\*Guidelines and Standards\*\*:

- The team discussed the importance of establishing guidelines and defining a standard for the project.

- A minimum set of guidelines was suggested as a starting point.

- Agreement on tenants was proposed, including defining what the team will and will not do.

- This approach was considered reasonable for moving forward.

#### \*\*Document Sharing and Collaboration\*\*:

- John was asked about uploading his document, and he expressed his obligation to share notes.

- The process of generating notes was described as stream-of-consciousness due to time constraints.

- Collaboration was emphasized, with appreciation for structured and organized thinkers contributing to the effort.

- Fred was designated as the gatekeeper for reviewing and organizing shared notes.

- GitHub was discussed as a tool for collaboration, with features like pull requests and cherry-picking changes highlighted.

- Team members were encouraged to create GitHub accounts for better collaboration.

#### \*\*Technical Setup and Permissions\*\*:

- Isaiah shared a GitHub link for testing document uploads and linking to the project repository.

- Permissions and access settings were discussed, including granting push access and adding collaborators.

- The team noted that GitHub accounts are required for all collaborators, and the process of setting up accounts was described as straightforward.

#### \*\*Project Organization\*\*:

- Isaiah presented a grouping structure for operations, including POSIX ops, S3 ops, operations router, path object map, and data.

- The structure was considered a good starting point, and the effort to organize the project was appreciated.

- The team acknowledged progress made during the meeting compared to previous sessions.

## ### Action Items

#### \*\*Document Upload\*\*:

- John will upload his notes and share them with Fred for review and organization.

- Fred will act as the gatekeeper for shared documents.

#### \*\*GitHub Setup\*\*:

- Team members will create GitHub accounts and share usernames for collaboration.

- Isaiah will invite collaborators and manage permissions for the repository.

#### \*\*Project Structure\*\*:

- Isaiah will continue refining the operations grouping structure and share updates with the team.

## \*\*AI Suggestion\*\*

* - Refine the workflow-based approach using detailed user use cases.
* - Create a standard template or skeleton for outputs.
* - Improve GitHub collaboration and documentation processes.
* - Develop a high-level diagram mapping POSIX and object operations.
* - Coordinate with the security subcommittee to define security requirements.
* - Present initial designs to gather feedback and iterate on the system architecture.
* - Explore event-driven workflows for metadata and object storage management.
* - Finalize and agree on project guidelines and tenants.
* - Ensure all team members have GitHub accounts and access to the repository.
* - Continue organizing and structuring project operations for clarity and efficiency.