NIEMOpen Business Architecture Committee (NBAC) Technical Steering Committee

Date/Time: 28 Sep 2023/ 1-2PM

Location: Virtual Meeting MS TEAMS

Co-Chair: Mr. Kamran Atri & Mr. Thomas Krul

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

1. Goal: Conduct NBAC TSC Monthly Meeting
   - Encourage Sub-Committees to complete CLAs & Governance documents
   - Highlight roster updates
   - Highlight Governance templates.
2. **A YouTube video of the NBAC TSC meeting is available at :**
   https://www.youtube.com/watch?v=O9huETi_Mjk
3. **List of Attendees:**

#	Attendee	Role
1	Thomas Krul (NBAC TSC Co-CHAIR)	Co-Chair
2	Stephen Sullivan (Joint Staff J6, DSD)	Meeting Recorder/host
3	Katherine Escobar (PGB Chair, NMO Co-Chair)	PGB Chair
4	Kelly Cullinane (OASIS OP Administrator)	Member
5	Aubrey Beach (Joint Staff J6 DSD, BAH)	Member
6	Christina Medlin (Joint Staff J6, DSD/GTRI)	Member
7	Paul Wormeli (Wormeli Consulting Inc)	Member
8	Vamsikrishna Kondannagari (NTAC, DHS HQ)	Member
9	Beth Smalley (NMO Co-Chair)	Member
10	Shunda Louis (Joint Staff J6 DSD, BAH)	Member
11	Charles Chipman (Joint Staff J6 DSD, GTRI)	Member
12	Andy Johnson (Learning & Development SC, ADL)	Member
13	Mike Phillips (Communication & Outreach SC, Siginnovation)	Member
14	April Mitchell (PGB, FBI)	Member
15	Carl Nelson (RISS)	Member
16	Randy Deforest (Nlets)	Member
17	Eric John (NTAC, Alexandria Consulting)	Member
18	Gary Egner (PGB, Equivant)	Member
19	Christina Medlin (Joint Staff J6 DSD, GTRI)	Member
20	Jim Cabral (PGB, NTAC Co-Chair, Infotrack)	Member
21	Alissar Rahi	Guest
22	Dr. D. J. Wulu	Guest
23	Stephen Luke (DHS OHSS)	Guest
24	Swami Natarajan (MITRE)	Guest

4. **Agenda:**

1:00 NBAC Co-Chair Opening Remarks – Mr. Thomas Krul

- A reminder that each Domain Space Sub-Committee needs to complete individual and entity CLAs if not already executed. https://www.oasis-open.org/policies-guidelines/open-projects-process/#CLAs-license-notices
- Contributions via mailing list (How to brief) – not a replacement for CLAs:
- NIEM Training migrating to NMO TSC Repo. POC Tom Carlson. Check it out: https://github.com/niemopen/nmo-training
- Updated roster v11, notify Steve Sullivan of inaccuracies (Stephen.m.sullivan14.ctr@mail.mil) https://github.com/niemopen/nbac-admin/tree/main/roster
- November and December NBAC TSC Meetings fall on/within proximity of holidays, do we want to consider alternative dates or cancel? Put your recommendation in chat.

1:10 Sub-Committee Governance Templates - Steve Sullivan

- **Original** https://github.com/niemopen/nbac-admin/blob/main/sub-committee-documents/(FINAL)%20%20Subcommittee%20Governance%20Template%20%20v2%20Doc%204-5-23.pdf
- **Lightweight** https://github.com/niemopen/nbac-admin/blob/main/sub-committee-documents/(FINAL-Template%20Lightweight)%20NIEMOpen%20xxx%20Sub-Committee%20Governance%20doc%20template%20(lightweight%20version)%20v2%209-19-2023).pdf

1:15 NIEM Management Office (NMO) Update – Ms. Katherine Escobar
1:25 NIEM 6.0 Planning & Harmonization – Ms. Christina Medlin
1:35 NTAC Update – Mr. Jim Cabral
1:45 Communications & Outreach NMO Sub-Committee update – Paul Wormeli
1:55 Questions/Final Remarks

5. **Action Items:**

#	Action Item	Responsibility	Suspense
1	Complete Sub-Committee e-CLAs & i-CLAs	All	10/31/23
2	Complete Sub-Committee Governance Documents	All	10/31/23
3	Update NBAC TSC meeting notifications/calendars to reflect that the Nov & Dec meetings will be held the third Thursday of the month	Steve Sullivan	10/15/ 23 Dates updated to 16 Nov and 21 Dec as of 10-2-23

6. **Discussion:**
   - Emphasized need to complete Individual and Entity Contributor License Agreements (CLAs) and Sub-Committee Governance Documents.
   - Discussed moving NBAC TSC meeting notification/calendars for Nov & Dec to the third Thursday of the month to avoid conflicts with Thanksgiving and Christmas holidays.

7. **Attachments (NBAC Admin Repo):**
   - Meeting Slides
   - Attendance list
   - Transcript

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8. Minutes Approval: approved.

Distribution: [nbac-admin/nbac-meeting-minutes at main · niemopen/nbac-admin · GitHub](#)