**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](mailto: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.

1. **A YouTube video of the NBAC TSC meeting is available at :** [https://www.youtube.com/watch?v=O9huETi\_Mjk](https://usg01.safelinks.protection.office365.us/?url=https%3A%2F%2Furldefense.com%2Fv3%2F__https%3A%2Fwww.youtube.com%2Fwatch%3Fv%3DO9huETi_Mjk__%3B!!May37g!KQfV-IobMdc6c2e9FqldNUlIf2YzGPm1iAZyJl8ly7JhhjL9BnQDnO-Os3NgaRe0AU5z0ydATyBah6LSVg3ytDyUaHrK7A%24&data=05%7C01%7Cstephen.m.sullivan14.ctr%40mail.mil%7Caeebe0009318456bc83908dbc426415a%7C102d0191eeae4761b1cb1a83e86ef445%7C0%7C0%7C638319440820725593%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=I8e2r%2BKEoWQEVo6gU%2FgXO9DQl4q0YRYzaglIeGr2kpg%3D&reserved=0)
2. **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 |

1. **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

1. **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 |

1. **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.

1. **Attachments (NBAC Admin Repo):**

* Meeting Slides
* Attendance list
* Transcript

1. **Minutes Approval:** pending approval.

Distribution: