

## NIEMOpen Project Governing Board (PGB) MEETING MINUTES

**Date/Time:** 29 May 2025

**Location:** Virtual Meeting MS TEAMS

**Chair:** Ms. Katherine Escobar

**OASIS Administrators:** Ms. Kelly Cullinane

**Recorders:**

- Ms. Shunda Louis, ([shunda.r.louis.ctr@mail.mil](mailto:shunda.r.louis.ctr@mail.mil))
- Aubrey Beach, ([aubrey.l.beach.ctr@mail.mil](mailto:aubrey.l.beach.ctr@mail.mil))
- Mr. Stephen Sullivan, ([stephen.m.sullivan14.ctr@mail.mil](mailto:stephen.m.sullivan14.ctr@mail.mil))

**1. Goal:** The goal of the 30 January 2025 PGB meeting was:

- Update status of CY 2025 project activities
  - NDR Version 6.0 PSD01 - approved
  - Model Version 6.0 PS02 - approved
  - Q3 PGB Meeting date change to 28 August 2025
  - Advancing NDR Version 6.0 PSD01 to PS
  - Advancing Model Version 6.0 PS02 to OS, collect 3 Statements of Use
  - Hackathon postponed
- Funding requests for:
  - Reveal Summit
  - Software
  - Excellence Awards
- Discuss future business.

**2. A YouTube video of the PGB meeting is available at: TBD**

**3. List of Attendees:**

#	Attendees	Role
1	Katherine Escobar (Joint Staff J6, DSD)	PGB Chair, Voting Member
2	Mark Dotson (GTRI) for John Wandelt (GTRI)	PGB Voting Member
3	April Michell (FBI/CJIS)	PGB Voting Member
4	Erin Partin (NIJ)	PGB Voting Member
5	Erica Smith (BJS)	PGB Voting Member
6	Christina Bapst-Stump (DHS S&T)	PGB Voting Member
7	Payton Lamb (OGDA Virginia)	PGB Voting Member
8	Beth Smalley (Joint Staff J6)	PGB Expert Voting Member
9	Scott Renner (MITRE/NTAC Co-Chair)	PGB Expert Voting Member
10	Thomas Krul (National Defence Canada/NBAC Tri-Chair)	PGB Expert Voting Member
9	Paul Wormeli (NBAC Tri-Chair)	PGB Expert Non-Voting Member
10	Brad Bolliger (EY/NTAC Co-Chair)	PGB Expert Non-Voting Member

11	Darcy Staley (Joint Staff J6)	PGB Expert Non-Voting Member
12	Kelly Cullinane (OASIS)	OASIS Senior Director of Standards Development
13	Jin Cabral	(OASIS Board Member)
14	Holly Peterson (OASIS)	OASIS Business Development Manager
15	Cathie Mayo (OASIS)	OASIS CFO
16	Rita Petti (OASIS)	OASIS Director of Business Development and Partnerships
17	Stephen Sullivan (Joint Staff J6, DSD/BAH)	Meeting Recorder
18	Shunda Louis (Joint Staff J6, DSD/BAH)	Meeting Recorder
	Aubrey Beach ((Joint Staff J6, DSD/BAH)	Meeting Recorder
19	Charles Chipman (GTRI)	J6 Staff
20	Elana Harner	Guest
21	Ryan Triplett	Guest

Quorum: 10 of 14 PGB Voting/Expert Voting Members attended.

#### 4. Agenda:

##### Call to Order

- Admin
  - TEAMS Link
  - Meeting Etiquette
  - Note Takers
  - Roll Call & Introductions
    - Announcements
    - PGB Voting Members (Sponsors) & PGB Expert Voting Members (TSCs) & PGB Non-Voting Members (TSC Co-Chairs)
    - TSC Co-Chairs & NIEMOpen Maintainers
- Approval of Agenda
- Around-the-Horn – PGB Voting Members
- Approval of Meeting Minutes from 30 January 2025
- OASIS Staff / NIEMOpen Administrator Comments
- Q1 2025 Financial Snapshot – Cathie Mayo (OASIS)
- Sponsor Update – Rita Petti/ Holly Peterson
- CY 2025 Tasks

- 22 May Webinar Recap – Paul Wormeli
- 8 Oct Reveal Summit Update
- April16-17 TSC Meeting Recap
- Training/LMS Update – Aubrey Beach
- TSC Working Group
- Forensics Domain/Subcommittee Presentation
- **BREAK**

### Motions

1. Motion to authorize \$ 500 from the NIEMOpen general fund for Excellence Awards to be presented at the NIEMOpen Reveal on 8 October 2025.
2. Motion to authorize \$ 6000 from the NIEMOpen general fund for refreshments, snacks, swag & video services at the NIEMOpen Reveal on 8 October 2025.
3. Motion to authorize \$100K from the NIEMOpen general fund to procure technical services under the INDEPENDENT CONTRACTOR AGREEMENT between OASIS Open and Georgia Tech Applied Research Corporation.
  - Rationale for Tech Support Services
  - Draft Work Order Tasks
4. Motion to authorize \$ 2100 from the NIEMOpen general fund for purchase of Yoast (\$100/annual) and Constant Contact and Marketing (\$2000/annual) subscriptions.
5. Motion to advance the NIEM Naming & Design Rules (NDR) v6.0 Project Specification Draft 01 (PSD01) to a Project Specification (PS).
6. Motion to identify 3 Statements of Use (SoU) for Model Version 6.0 PS02 and submit SoUs to the PGB.

### Co-Chair Discussion/Updates

- NTAC Update – Mr. Brad Bolliger & Dr. Scott Renner
- NBAC Update – Thomas Krul
- NMO Update – Transition - Beth Smalley
- Next Meeting Schedule
- Other Business/Discussion
- Questions/Adjourn

### 5. Motions:

Motions	Description	Vote	Notes
5/29/25 - Approve 29 May	(Chair) Motion to approve	Approved	

<b>2025 Meeting Agenda</b>			
<b>5/29/25 - Approve 30 Jan 2025 PGB Meeting Minutes</b>	(Chair) Motion to approve	<b>Approved</b>	
<b>5/29/25 – Authorize \$500 for NIEMOpen Excellence Awards</b>	(Beth Smalley) Motion to authorize \$ 500 from the NIEMOpen general fund for Excellence Awards to be presented at the NIEMOpen Reveal on 8 October 2025	<b>Approved</b>	
<b>5/29/25 – \$ 6000 for Support Services for NIEMOpen Reveal Summit</b>	(Beth Smalley) Motion to approve \$ 6000 from the NIEMOpen general fund be authorized for refreshments, snacks, swag and video services for the 2025 NIEMOpen Reveal.	<b>Approved,</b>	
<b>5/29/25 – Authorize GTRI Developer Services</b>	(Beth Smalley) Motion to authorize \$ 100K from the NIEMOpen general fund be used to procure technical services under the INDEPENDENT CONTRACTOR AGREEMENT	<b>Approved</b>	<ul style="list-style-type: none"> <li>PGB Chair &amp; NIEM Management Office work with OASIS Open and GTRI to define an agreed upon Work Statement.</li> </ul>

	between OASIS Open and Georgia Tech Applied Research Institute (GTRI) Corporation		
<b>5/25/25 – Authorize purchase of Yoast and Constant Contact Software</b>	(Beth Smalley) Motion to purchase Yoast SEO plugin and Constant Contact Email subscriptions and renew annually as funds permit ~ \$ 2100 /annual	<b>Approved</b>	
<b>5/29/25 – Advance NDR v6.0 PSD01 to PS</b>	(Dr. Scott Renner) Motion that the NIEMOpen Technical Architecture Committee (NTAC) work to advance the NIEM NDR v6.0 PSD01 to a PS and submit to the PGB for review and vote.	<b>Approved</b>	
<b>5/29/25 – Identify Statements of Use for NIEM Model Version 6.0</b>	(Thomas Krul) motion that the NTAC, NBAC, & NMO collectively identify a minimum of 3 Statements of Use (SoU) for NIEM Model Version 6.0 PS02 and submit IAW the OASIS	<b>Approved</b>	

	Lightweight Rules to the PGB for review and approval				
Q3 Meeting Dates	(Darcy Staley) (Chair) Motion to approve changing CY 2025 Q 3 Meeting Date from 31 July 2025 to 28 August 2025.	Approved			
			CY 2025 Meeting Dates Revised		
			Q3	AUG 28	2
			Q4	NOV 13	2

- **Action Items:**

- NBAC, NTAC, NMO identify 3 SoUs for NIEM Model Version 6.0 and submit to PGB.
- Submit Nominations for NIEMOpen Excellence Awards
  - Instructions will be posted end of August on NIEMOpen Website
  - Questions Email: [shunda.r.louis.ctr@mail.mil](mailto:shunda.r.louis.ctr@mail.mil) [beth.l.smalley.civ@mail.mil](mailto:beth.l.smalley.civ@mail.mil)
- Provide input on “how your organization is using NIEM”
  - Email: [shunda.r.louis.ctr@mail.mil](mailto:shunda.r.louis.ctr@mail.mil) [aubrey.l.beach.ctr@mail.mil](mailto:aubrey.l.beach.ctr@mail.mil)
- Post your IEPDs/MEPs to repo

## 5. Discussion:

### PGB Meetings:

- Next PGB Meeting: 28 August 2025

## 6. Attachments:

- (FINAL) 29 May 2025 PGB Mtg Brief
- (Approved) NIEMOpen PGB Meeting Minutes 30 January 25

## 9. Minutes Approval: 29 May 2025 Meeting Minutes pending review and approval by PGB.

Distribution: <https://lists.oasis-open-projects.org/g/niemopen-pgb> ,  
<https://github.com/niemopen/oasis-open-project/tree/main/pgb-meeting-minutes>