



## 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: not available.**

**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

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

2025 Meeting Agenda			
<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								
<b>Q3 Meeting Dates</b>	(Darcy Staley) (Chair) Motion to approve changing CY 2025 Q 3 Meeting Date from 31 July 2025 to 28 August 2025.	Approved	<p style="text-align: center;"><b>CY 2025 Meeting Dates Revised</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Q3</td> <td style="width: 33%;">AUG 28</td> <td style="width: 33%;">2</td> </tr> <tr> <td>Q4</td> <td>NOV 13</td> <td>2</td> </tr> </table>	Q3	AUG 28	2	Q4	NOV 13	2
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-project.org/g/niemopen-pgb> ,  
<https://github.com/niemopen/oasis-open-project/tree/main/pgb-meeting-minutes>