**NIEMOpen Project Governing Board (PGB) MEETING MINUTES**

**Date/Time:** 25 Jan 2024

**Location:** Virtual Meeting MS TEAMS

**Chair:** Ms. Katherine Escobar

**OASIS Administrators:** Ms. Kelly Cullinane

**Recorders:**

* Mr. Aubrey Beach, ([beach\_aubrey@bah.com](mailto:beach_aubrey@bah.com))
* Ms. Shunda Louis, (shunda.r.louis.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 26 October 2023 PGB meeting was:

* Inform members of updates to sponsors and PGB voting members
* Update status of CY 2024 project activities
* Vote on motions concerning CY 2024 PGB Q2-4 meeting dates
* Update on GTRI contract status.
* NIENOpen 2025 Summit Overview
* Discuss future business/transition of NMO.

1. **A YouTube video of the PGB meeting is available at** xxxxxxxxxx
2. **List of Attendees:**

|  |  |  |
| --- | --- | --- |
| # | Attendee | Role |
| 1 | Katherine Escobar (Joint Staff J6, DSD) | PGB Chair, Voting Member |
| 2 | Gary Egner (Equivant) | PGB Voting Member |
| 3 | April Mitchell | PGB Voting Member |
| 4 | Mark Dotson (GTRI) | PGB Voting Member |
| 5 | Christina Bapst-Stump | PGB Voting Member |
| 6 | Payton Lamb | PGB Voting Member |
| 7 | Jim Cabral (InfoTech/NTAC TSC Co-Chair Chair) | PGB Expert Voting Member |
| 8 | Beth Smalley (Joint Staff J6/ NMO TSC Co-Chair | PGB Expert Voting Member |
| 9 | Mr. Kamran Atri (A4SAFE/NBAC TSC Co-Chair) | PGB Expert Voting Member |
| 10 | Dr. Scott Renner | PGB Expert Non-Voting Member |
| 11 | Thomas Krul (DND, NBAC TSC Co-Chair) | PGB Expert Non-Voting Member |
| 12 | Kelly Cullinane (OASIS) | OASIS OPEN Administrator |
| 13 | Cathie Mayo (OASIS) | Controller |
| 14 | Jane Harnad (OASIS) | Event planner |
| 15 | Stephen Sullivan (Joint Staff J6, DSD/BAH) | Meeting Recorder |
| 16 | Aubrey Beach (Joint Staff J6, DSD/BAH) | Meeting Recorder |
| 17 | Shunda Louis (Joint Staff J6, DSD/BAH) | Meeting Recorder |
| 18 | Paul Wormeli | Speaker |

Quorum: 9 of 10 PGB Voting Members attended.

1. **Agenda:**

**Call to Order**

* Admin
  + TEAMS Link
  + Meeting Etiquette
  + Note Takers
  + Roll Call & Introductions
    - 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 26 Oct 2023
* OASIS Staff / NIEMOpen Administrator Comments
* Q3 Financial Snapshot – Cathie Mayo (OASIS)
* Sponsor Update – Carol Geyer
* CY 2024 Planning
* GTRI Contract Update – Mark Dotson

**Motions**

* 1. Approve CY 2024 Q2, 3 & 4 PGB Meeting Dates – Beth Smalley

**5 Minute Break**

**UPDATES**

* + NTAC Update – Jim Cabral
  + NBAC Update – Kamran Atri
    - NIEM Model Version 6.0 PS01 “What’s New” – Christina Medlin
  + NMO Update – Beth Smalley
    - Comms & Outreach SC – Paul Wormeli
    - Software Purchase Costs/ Implementation – Steve Sullivan & Aubrey Beach
    - Training Stats, STRATCOM & Analytics – Aubrey Beach & Shunda Louis
  + Next Meeting
  + Other Business/General Discussion
    - 2025 NIEMOpen Summit Discussion
    - **Motion:** Approve summit planning and preparations for 2025 Symposium @ endorsement to commit ~ $40K to secure meeting facilities – Beth Smalley
    - NMO Transition
  + Questions/Adjourn

1. **Decisions:**

* **Motions**

|  |  |  |  |
| --- | --- | --- | --- |
| Motions | Description | Vote | Notes |
| 25 Jan 2024 PGB Agenda | (Chair) Motion to approve agenda as presented | Approved, Unanimous consent | N/A |
| 26 Oct 2023 DRAFT Minutes | (Chair) Motion to approve 26 Oct 2023 PGB meeting minutes | Approved, Unanimous consent | N/A |
| CY 2024 Q2-4 PGB Meeting Dates | (Beth Smalley) Motion to Approve the following CY 2024 PGB meeting dates:  Q2 25 April 2024  Q3 25 July 2024  Q4 24 October 2024 | Approved, Unanimous consent | N/A |

* **Action Items:**
  + Execute OASIS-GTRI Work Order SOW-1.

1. **Discussion:**

* Katherine Escobar reviewed for PGB members an initiative sponsored by the NIEM Management Office TSC exploring opportunities for a NIEMOpen Summit in the 2025 timeframe, hosted in the National Capitol Area. Initial plans envision a 3-day event with options including conference rooms, breakout rooms and meals/beverages. The major constraints include total cost liability and sufficient participants & sponsors to defray costs. The PGB will need to decide whether to target CY 2025 for the inaugural event.
* Katherine Escobar also introduced the topic of NIEM Management Office Technical Steering Committee transition and encouraged the PGB to consider possible courses of action to address transition.

1. **PGB Meetings:**

* Next PGB Meeting: 25 April 2024
* CY 2024 Q3 - Q4 meeting dates:
  + - 25 July 2024
    - 24 Oct 2024

1. **Attachments:**

* (FINAL) 25 January 2024 PGB Mtg Brief v10
* (Approved) NIEMOpen PGB Meeting Minutes 26 Oct 23 v2

**9. Minutes Approval:** DRAFT, 25 Jan 2024 Meeting Minutes pending review and approval by PGB.

Distribution:  <https://lists.oasis-open-projects.org/g/niemopen-pgb>