Sparkplug Steering Committee Minutes

2020-March-19

Agenda Topics	Moderator	Minutes
Approve Minutes of February 28, 2020 Call Review Past Action Items	Frederic	5
Election Results: Representative of the Participant Level Members	Frederic	5
Presentation: The Eclipse Foundation Specification Process	Wayne Beaton	20
New time slot for future meetings	Frederic	5
Delayed Review and Approval of the Working Group Charter	Frederic	10
Program and Budget Process	Frederic	15

Attendees

- Mike Milinkovich, Eclipse Foundation (Moderator replacing Frederic Desbiens)
- Sharon Corbett, Eclipse Foundation
- Jeff Knepper, Canary Labs
- Arlen Nipper, Cirrus Link Solutions (Interim Chair)
- Wayne Beaton, Eclipse Foundation
- Ian Skerrett, HiveMQ
- Don Pearson, Inductive Automation
- Wes Johnson, Cirrus Link Solutions
- Ben Hu, ORing
- Mao Huang, ORing
- Angus Shih, ORing

- Jackie Eldridge, Inductive Automation
- Kristine Zukose, Inductive Automation
- Todd Anslinger - Chevron (Guest)
- Ioana Maftei, Eclipse Foundation

Minutes

Minutes Approval and Dissemination

- The Feb 28, 2020 Minutes will be distributed to the Steering Committee for review/approval.
- An electronic vote will be held for approval in order to disseminate the Committee's Minutes to the Sparkplug mailing list.

Elections Results

- HiveMQ is the elected participant by acclamation
- Welcome to Ian Skerrett who will represent HiveMQ

Eclipse Foundation Specification Process

- Wayne Beaton presented the Eclipse Foundation Specification Process [1] overview. Any questions can be sent to wayne.beaton@eclipse-foundation.org
- Sparkplug has no API which is not an issue. Its only included in the Specification Process if it exists. There is no requirement to have an API. Protocols are within the scope of the process as well.
- Steering Committee very much looking forward to creating its first specification and tck.

New Meeting Sequence

- The meeting remains set at 11 am Eastern time on Thursdays. However, there was a requirement to shift the Thursday it falls on. As a result, it was agreed the next meeting will take place on April 9th and every two weeks from there. (April 9, April 23, etc.)

Delayed Review and Approval of the Working Group Charter

- The Charter Revisions [2] were presented to the Committee.

- Most changes were erroneous in nature
- The fundamental change was to include the Specification Committee Section as required in order for the Working Group to create specifications
- The Committee confirmed to proceed with its approval/vote
- There was no objection and the Charter was approved unanimously
- The approved Charter (Version 2.3) can be viewed via [3]

Program and Budget Process
- This topic was deferred to the next meeting

Other Topics
- Lots of interest in the Working Group from others
- Committee to work on community engagement and timelines (through mailing list)
- Gain feedback from end users; invite to meeting for requirements gathering
- Add Pipeline Review to Next Meeting Agenda
- Mike Milinkovich congratulated the Committee on the milestone of the Charter approval

[1]
https://docs.google.com/presentation/d/1HFCioHsBpEsxGEXtE7O7mSXXJhTSddWN7E0FQDZ2PiE/edit?usp=sharing

[2]
https://docs.google.com/document/d/1jMRFCJT1RxgeEhU5fPOdBaxdlP8iQObl3rZxyXEmtsc/edit#heading=h.9x7t6b5fzash

[3] https://www.eclipse.org/org/workinggroups/eclipse_sparkplug_charter.php