PWG Steering Committee
2008-07-24 Conference Call Minutes

1. Attendees

Attendees: Lee Farrell (Canon), Rick Landau (Dell), Ira McDonald (High North), Jerry Thrasher (Lexmark), Ron Bergman (Ricoh), Bill Wagner (TIC), Pete Zehler (Xerox)

2. Agenda

1. Identify Minute Taker
2. Approval of previous minutes
3. Review of Action Items
4. IPP v2 SOW update
5. PWG Process/IP update review
6. Other near term topics
7. Next SC call

3. Identify Minutes Taker

Lee Farrell

4. Accept Previous Minutes

There were no objections to the previous Minutes.

5. Review Action Items

> ONGOING: The PWG Chair and working group chairs need to make sure that both the Wiki pages are current and accurate, some pages on the Wiki site also need to be created. Also need to maintain the teleconference calendar.

→ *ONGOING*

> ACTION: The PWG has several approved Candidate Standards related to IPP for which there are no IANA registered elements. Harry and Ira will draft an IANA considerations document for items that need to be registered with IANA for review by the SC.

→ *OPEN* – *both Harry and Ira are resource constrained*
→ *IPPv2 raises priority. PWG standard mandatory operations must be registered with IANA*
→ *IANA converting registries to XML. This may cause further effort (i.e. delay)*
→ *Can't register anything until designated expert on our registries gets updated*

> ACTION: Ira will send examples showing use of Printer MIB Interpreter Language TC and MIME types for use in 1284ID strings.

→ *OPEN*

ACTION: Harry will forward the prtChannelType proposal to IANA. (Pending IANA expert list revision.)

→ **OPEN**

ACTION: Jerry will contact the ISTO about ordering of disk drives after getting documented signoff from the other officers.

→ **OPEN** – *Jerry is timing his request with arrival of a stable sysAdmin.*

ACTION: PWG Secretary to re-announce the final Imaging State and Counter MIB v2 Candidate Standard. (Changed location on ftp site. Link needs to be corrected to refer to the candidates directory)

→ **OPEN**

ACTION: Jerry to re-ping IANA Apps director regarding experts list

→ **OPEN** – *done but no response. Contact Michelle Cotton at IANA directly*

ACTION: Jerry will ask ISTO for a copy of current Participation Agreement document with ISTO

→ **OPEN**

ACTION: Jerry will prepare new process/membership documents for review by SC

→ **CLOSED**

ACTION: Harry will draft a proposal for new membership levels (new membership levels need to be defined in an update of the Process document)

→ **CLOSED**

ACTION: Lee will write a section to define the rights related to a "PWG Contribution"

→ **CLOSED**

ACTION: Jerry will contact Microsoft to request clarification on the use restrictions of the WS-Scan contribution to the PWG. Encourage Microsoft to remove the boilerplate restrictions in the specification they forward to the PWG.

→ **OPEN**

ACTION: Ron will create errata for 5101.1 Media Standard Names.

→ **CLOSED**

6. <u>IPP v2 SOW update</u>

Ira explained that the SOW update cleaned up several items, including clarifications to objectives, milestones, and schedules.

Agreed to leave Jerry as co-editor.

It was suggested that everyone consider the practicality of the dates for the interoperability tests.

The SOW update was approved.

7. PWG Process/IP update review

Jerry urged all the SC members to review the five documents at
ftp://ftp.pwg.org/pub/pwg/general/sc/draftprocess/ that are related to the planned update to the PWG Process and IPR policy (they're all short!):

> New_PWG_LOA_va.pdf
> pwg_membership_form_new.pdf
> pwg-ip-policy30-20080722.doc
> pwg-notewell-20080722.doc
> pwg-process30-20080722.doc

This should be a preliminary review within the PWG prior to officially distributing to the legal teams of each member company. Anything that would be considered potentially problematic for company agreement should be highlighted for discussion at the next teleconference.

The ability to have a "closed project" was highlighted within Section 3 of the IP Policy document as a possible issue. Would the removal of this section cause a problem to any company legal team?

Jerry plans to do a detailed page-by-page review of the documents at the next face-to-face meeting, after which he wants to distribute the results to the companies.

8. Other topics

Xerox has offered to host one of the meetings next year. Summer and fall are good seasons for his site.

No other offers to host meetings next year have been received.

9. Next SC call

Aug 7, 2:00pm Eastern time.