

Minutes from NNSC Teleconference
August 3, 2005 10am PST

N.B. There was only a small attendance on this call. There were no motions requiring votes during this conference.

Chairman: David Brown, Intel (DB)

Attendees: Graham Whitehead, NASPO (GDW), Mike O'Neil, Northstar (MON), Erik Schetina, Trustwave (ES), Rich Carter, AAMVA, (RC), Ann Whitehead, NASPO (ABW)

DB noted that the timetable culminating in the release of the National Standard to ANSI for public review was dependent upon Jeff Turmel and the Standard Committee reviewing the changes that have been made to Version 2.0P

GDW reviewed the Agenda for the meeting. He stated that any voting should be left until the Standards committee had completed their review and that it should be a letter ballot. This will take place at the face-to-face meeting in Appleton on August 18. GDW has incorporated the changes recommended by the Standards Committee and made this Version 3.0P. Version 3.0P is now ready for review by the Standards Committee. This committee is meeting by teleconference on August 11 to do this review.

MON asked for actions to be completed in order to move to ANSI and ISO

GDW/DB stated that the changes to the Standards would be reviewed and approved on August 11

These recommendations would be reviewed and a letter ballot taken by the NNSC for Version 3.0P to go the Board for their approval to release 2 copies of the document to ANSI, one for ANSI Public review, and one for ANSI to submit to ISO. There should be two votes at the Board, one for the ANSI release and one for approval of the intention to submit a copy to ANSI for ISO submission. In order for the process to be completed in the time frame that the two committees have been working to, it is very important to have a quorum at the next NNSC meeting on August 18. With confirmations of attendance to date there is no doubt that there will be adequate attendance at the meeting. MON questioned whether it will be possible for NNSC members unable to attend the meeting to be available by teleconference. ABW actioned to look at this possibility.

DB referenced communication he has received from ANSI regarding their university outreach program. This program would make it possible that a professor or student would attend a NASPO meeting, or possibly invite NASPO to be involved in the curriculum of the program. This work is still in its early stages, but it was considered to be something that NASPO should express an

interest in. ANSI have sent a survey for completion by August 22. This could be completed by NASPO people at the Appleton meeting.

GDW commented that for the meeting on August 18 the committee should have a proactive public review strategy. NASPO has a list of trade journals and newsletters that have been suggested as suitable inviting public comment. He proposed circulating this list prior to the meeting so that committee members have a chance to review it and make further recommendations, both for additions and subtractions.

DB thought a news release should be prepared and reviewed prior to release. He asked if Marketing (Member Services Committee – Mike Zimmer) should be involved, or in fact, make the news release to the media list. It was thought by all that Marketing could use this opportunity in their Outreach activities and that Mike Zimmer should be kept 'in the loop' of the NNSC actions.

GDW was actioned to explore the protocol of the news release with MZ. DB suggested that MZ may already have some copy for press releases. He asked how releases had been done to date.

To date MON had been responsible for the press releases, although none had been released for a while.

DB asked MON to make a first cut at writing copy and he would work on it as necessary. He proposed wording such as 'the NASPO SDO has submitted the first standard for public review to ANSI. The standard is to protect security technology by ensuring that the supply chain maintains security integrity which in turn will protect the integrity of the security technology. DB stated that the NASPO press release will take readers to the website and then to the secretariat a.k.a. DB

DB asked if ISO should be done separately. This is something that should be checked with Jim Thompson. GDW to do this.

DB reviewed the Agenda for the 18th. It should contain the

- ANSI Educational outreach program

- The press release

- The formal vote on public release

RC commented that the vote needed to be completed prior to the press release.

GDW referenced a notice from ANSI regarding the Homeland Security Panel meeting being held on September 29/30. NASPO has attended the last 3 meetings with GDW being a member of the panel. He noted that the meeting is being 'kicked off' and attended' by the Chairman, George Arnold. GA is also the Chairman of the ISO Security Standards committee, so it will be very valuable for NASPO to attend this meeting. He asked that this be an agenda item for the next Board meeting.

MON considered that this is not necessarily a Board decision, but did ask that the meeting information be sent to the members of the Executive Committee for their consideration.

GDW stated that he will circulate version 3.0P to all. He noted that he had circulated the Glossary for review, asking that DB review it in detail and that ES review it for wording specific to his input and IT wording.

DB proposed the meeting adjournment, approved by all. 10.45am.PST.

