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Minutes of NNSC Teleconference held on  
February 11, 2005 at 8.00am PST

Chaired by David Brown, Intel (DB)

Callers: Jeff Turmel, Brady (JT), Mike O'Neil, Northstar (MON), Graham Whitehead, NASPO (GDW), George Phillips, International Security Products & ProDocument Solutions (GP), Robert Sherwood, Sekuworks (RS), Phil Smith, Trustwave & IAFCI (PS), Judy Lykins, UL (JL), Lew Kontnik, Amgen (LK), Rich Carter, AAMVA (RC).

1. Meeting started at 8.00am PST with welcome to everyone from David Brown and his request for MON to read the NASPO Anti-Trust policy.
2. DB requested that all attendees introduce themselves and the company they represent. At this time LK noted that he still needs corporate ratification of his role on the NNSC, but felt sure it would be approved. JL noted that UL would definitely be participating, but was not yet sure that she would be the representative, although she hoped that it would be. GDW passed on regrets at their unavailability to participate in the teleconference from Joe Broz, Midwest Research Institute, due to a family bereavement, and from Larry Jellen, Government Printing Office and Pat Polazzo of Sun Chemical, due to prior commitments. DB used his meeting formula of Forming, Storming, Norming and Performing as guidance for the NNSC, noting that the Forming had been completed, which meant the group was now at the Storming stage as everyone challenges the contents of the Public Standard Version 1.0P document.
3. GDW gave overview of the Consensus process & the ANSI procedures, the purpose of forming the consensus committee and the classifications within the security industry. There was some debate on the requirement of a quorum to vote, a quorum being one third of the 12 person membership (4), as defined in Section 3.4 of the NASPO Procedures for the Development of an American National Standard, dated October, 2004. However, GDW emphasized that letter ballots that are required to approve or reaffirm a Standard require 50% (6) of members to return their votes as defined in Section 6.6.
4. LK asked whether standards were mainly for producers and emphasized his belief that the scope should not be applicable to users of security technologies. DB explained the significance and importance of standards to users, citing Intel experience and consideration of internal control of secure



materials from suppliers and the challenges of having multiple locations. PS wanted to ensure there is enough focus on systems that involve data security. DB stressed the importance of the Public document only indicating the WHAT of the security, not the HOW, to avoid clues to the “enemy”.

GDW advised that it may be necessary for members of the NNSC to have v.4.0 of the unabridged NASPO standards made available to them in order that a full evaluation of v.1.0P can be made. GDW advised that he will raise the matter at the next NASPO Board Meeting on February 25, 2005.

JL offered her support to the NNSC in the form of undertaking some of the duties of the Secretariat.

5. The target date for having the process completed with ANSI approval is late Q2 or early Q3. To expedite the process members were asked to review version 1.0P in details and to bring their observations – errors, omissions, clarification etc. to the meeting in Mountain View on February 24. GDW questioned short time frame, considering that ANSI makes 30-45 day period allocations, but most members present considered the February 24 deadline as possible.
6. GDW asked for permission from all present to circulate e-mail addresses of NNSC members to all other NNSC members. There was agreement to this. DB and GDW will receive all comments and input from members.
7. The next meeting was discussed. JT stated that his preference is for a regular 2 week communication. While this was agreed the date two weeks after the meeting on the 24<sup>th</sup> coincides with several members attending the DSA meeting in Washington, so the next teleconference was set for Friday March 18<sup>th</sup>. at 8.00am PST, again using Intel’s facilities

Telephone 916 356 2663  
Bridge # 3  
Passcode 6808697

Rich Carter, AAMVA joined the meeting during proceedings. Having missed earlier items he expressed concerns about NNSC members being heavily weighted with producers. DB & GDW detailed the present membership and demonstrated equal balance between users, producers and general interest groups and RC was reassured of the good breadth of participants.

Meeting adjourned at 10.00am PST



**ACTIONS** arising from the teleconference

- All members to make significant effort to review the standards in detail and bring comments, errors and omissions and all input to the meeting on February 24. Those unable to attend on 24th to send comments and concerns to either DB or GDW and these would be brought forward on their behalf at the meeting.
- DAB & GDW to inform JL of possible roles and responsibilities for her support of the NNSC Secretariat function.
- GDW to e-mail copies of the Public Standards and the ANSI procedures to Robert Sherwood, Sekuworks.
- GDW to circulate e-mail addresses to members

**END of MINUTES**

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**Next Meeting :-**

**LaserCard Systems Corporation**  
**1875 N Shoreline Blvd., Mountain View, CA 94043**  
**Thursday, February 24, 2005**

**8:00 NASPO National Standards Committee Workshop Meeting.**

**David A. Brown – Chairman**

Welcome and Anti Trust Statement  
Introduction of Members & Status of Committee Membership  
Review of the Committee based consensus process  
Review of the Draft Standards Definition Document v.1.0P  
Disposition of comments and recommendations for change  
Review and update of the Committee timetable  
Date of next meeting & teleconference  
Any other business

12:00 Adjourn