

# January 11, 2024 Steering Committee Meeting Minutes

## Steering Committee Meeting Agenda

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### Topics

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Topic	Who	Minutes
1. Meeting Minutes Approval <a href="#">November 16</a> <a href="#">November 23</a> <a href="#">November 30</a> <a href="#">December 7</a> <a href="#">December 14</a>	All	5
2. New Members Update ( <a href="https://dataspace.eclipse.org/">https://dataspace.eclipse.org/</a> )	Sharon	5
3. Working Group Committees - Roles & Responsibilities	Sharon/Paul	15
4. Operations Timeline (30/60/90 Day Review)	Sharon	10
5. Program Plan Status	All	15
6. Open Floor	All	5
7. Next Meeting	All	2.5

Number of Seats 6 / Quorum is 50% of Committee / Passing a simple resolution is > 50%

#### Steering Committee Members:

- Patrick Hebant, Amadeus S.A.S
- Eric Canamas, Amadeus S.A.S
- Markus Spiekermann, Fraunhofer
- Boris Otto, Fraunhofer
- Sebastian Steinbuss, International Data Spaces Association
- Lars Nagel, International Data Spaces Association
- Gerard van der Hoeven, iSHARE Foundation
- Rajiv Rajani, iSHARE Foundation
- Peter Koen, Microsoft
- Eric Samson, Microsoft
- Sven Löffler, T-Systems
- Christian Weiss, T-Systems

#### Eclipse Foundation

- Michael Plagge
- Thabang Mashologu
- Paul Buck
- Sharon Corbett

#### Quorum Achieved

- Yes
- No (If not achieved, no business decisions can be taken only a discussion)

### Minutes

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Minutes by Gerard.

First and foremost a Happy 2024 to everyone and looking forward to an amazing year for everyone personally and for the Data Spaces Working group.

1. The minutes of the meeting of the meetings of [November 16](#) [November 23](#) [November 30](#) [December 7](#) [December 14](#) are unanimously agreed.
2. We have a few new members that are onboarded as supporting members;
  - Technalia
  - MTU ( X-Road )
  - Bosch

3. On roles and responsibility, Sharon took us through the regular [Practical Guid to being a Working Group Representative](#), as matter of training and explaining.

**Peter Koen** asks if the Workgroup lead isn't burdened with to many taks to keep it manageable, and what is the program manager doing. **Michael Plagge** gives the response that the Program manager is hired already and will help with administrative tasks but not everything. **Peter** responds with the point that the Steering committee should be focussed on the real work of the SC.

The key question is how to get started as soon as possible with the work, the response from EF (Paul) is that the starting point is the project plan to be finished. Peter responds, we need support from EF to get it going and finalise. And we need to decide on the Chair of the WG.

Sebastian responds, first lets finish the program plan, and then move forward.

4. Things that are immediate for the 30 day plan,

- first choose the interim chair and that is chosen to be Sebastian unanimously with Gerard as vice-chair as backup.
- On the rest of the plan the focus is on finishing the 30/60/90 days actions.
- Now full speed ahead

5. Regarding the Program Plan, **Sebastian** updates on the meeting of the 20th of December. Sebastian added everything into a [single document](#) to. The feedback from everyone is now really required to finalise and approve it at the next meeting on the 25th of January.

**Sharon** add to the point that the final decision should be collective due to anti trust rulings.

**Sebastian** requests the entire SC to give the feedback by Monday the 22nd of January latest for finalisation work. Both on the Project Plan and on the Charter and onboarding terms.

6. Other discussions

- The technical committee is doing the recommendation on associated projects as a proposal to the SC.
- Sharon explains the "electronic vote" principle, where **everyone** needs to respond to the vote ( +1 / -1 ) to have clarity.
- Lars remarks, we don't aim to create new commissions and members here, but we want to drive the contributions to the data spaces software components. Because EDSWG is driving the software part. The committees on some of the key aspects are already covered in many committees so lets not duplicate.
- Peter and Lars both agree: We don't need the marketing and brand committee right now
- We need now the specification committee and then the technology committee.
- Markus propose that it would be good to have someone or a team to take care of the logo and the website. But would that not be on the SC responsibilities? Michael responses; yes that can be done.
- Peter asks can we then not then also combine the specification as responsibility of the SC as a starting point. That seems not to be a wanted direction because of the split of responsibilities.
- Michael remarks on the procedure that the joining of the working group is not limited, its open.
- Lars responses, we need not to create more confusion and lets simplify.
- Sebastian takes the action to add marketing to the program plan.

7. Sharon closes the meeting at 17.04