OASIS e-GOVERNMENT TECHNICAL COMMITTEE

Minutes of the second meeting of the e-Government TC:

Location: Hilton hotel, Edgeware Road, London.

Time: 1530 British Summer Time

Date: 8th May 03

Attendees in London

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Email</th>
<th>Role</th>
<th>Company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Philip</td>
<td>Allen</td>
<td><a href="mailto:plega-oasis@decisionsoft.com">plega-oasis@decisionsoft.com</a></td>
<td>Prospective</td>
<td>Individual</td>
</tr>
<tr>
<td>Tim</td>
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<td><a href="mailto:tim.benson@abies.co.uk">tim.benson@abies.co.uk</a></td>
<td>Member</td>
<td>Individual</td>
</tr>
<tr>
<td>John</td>
<td>Borras</td>
<td><a href="mailto:john.borras@e-envoy.gsi.gov.uk">john.borras@e-envoy.gsi.gov.uk</a></td>
<td>Member</td>
<td>UK Office of the e-Envoy</td>
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<tr>
<td>Jon</td>
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<td>TC Chair</td>
<td>Sun Microsystems</td>
</tr>
<tr>
<td>Mikkel</td>
<td>Brun</td>
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<td>Individual</td>
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<tr>
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<td>Logistics Management Institute</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Prospective</td>
<td>Free Hanseatic City of Bremen / OSCI Co-ordination</td>
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<td>Office</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Prospective</td>
<td></td>
</tr>
<tr>
<td>Barbara</td>
<td>Held</td>
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<td>Member</td>
<td>Federal Ministry of the Interior, Germany</td>
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<tr>
<td>Adrian</td>
<td>Kent</td>
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<td>Secretary</td>
<td>UK Office of the e-Envoy</td>
</tr>
<tr>
<td>Ram</td>
<td>Kumar</td>
<td><a href="mailto:rkumar@msi.com.au">rkumar@msi.com.au</a></td>
<td>Member</td>
<td>Individual</td>
</tr>
<tr>
<td>Mark</td>
<td>Leitch</td>
<td><a href="mailto:ml@tritorr.com">ml@tritorr.com</a></td>
<td></td>
<td>TRITORR</td>
</tr>
</tbody>
</table>
Monica Martin monica.martin@sun.com  Member Sun Microsystems
John Ross ross@secstan.com  Member Individual
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David Webber Gnosis_@compuserve.com  Member Individual
Ann Wrightson a.m.wrightson@bcs.org.uk  Member Individual

Attendees on the Phone:

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Michael Kjeldgaard mbk@itst.dk  Member Denmark Ministry of Science, Technology & Innovation
Diane Lewis Diane.Lewis@usdoj.gov  Member US Department of Justice EOUSA
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Kumar Sivaraman kumarsivaraman@SeeBeyond.com  Member SeeBeyond Technology Corporation

OASIS e-Government Technical Committee

1. Introductions and roll call

Meeting started at 1530 British Summer Time.

Patrick Gannon reported that he had collected the leadership award on behalf of the OASIS e-gov TC. He recorded his thanks and appreciation for all the work the members of the TC were doing.

The list of attendees in London and on the phone is listed above. 51% of the membership was not present; this meant a quorum was not achieved. Colleagues from the German government were welcomed for the first time.
2. Minutes of last meeting and Actions arising:

John Borras hoped that everyone was getting e-mail notifications from the new OASIS web site content management system. He asked anyone who was not receiving notifications to get in touch.

<table>
<thead>
<tr>
<th>No.</th>
<th>Action</th>
<th>By whom</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Check what standards are covered in OASIS and NIST registries.</td>
<td>John Borras</td>
<td>Carried forward</td>
</tr>
<tr>
<td>2</td>
<td>To liaise on a case study from the health sector</td>
<td>Diane Lewis/John Borras</td>
<td>Covered by item 4 of agenda</td>
</tr>
<tr>
<td>3</td>
<td>To provide best practice from Denmark.</td>
<td>Micheal Kjeldgaard</td>
<td>Covered by item 4 of agenda</td>
</tr>
<tr>
<td>4</td>
<td>To publish Best Practice Sub TC charter to TC.</td>
<td>John Borras</td>
<td>Done, on web site</td>
</tr>
<tr>
<td>5</td>
<td>To come back to the group with a suggestion for further work on methodology which governments can use to produce XML message designs.</td>
<td>John Borras</td>
<td>2 meetings had with UN/CEFACT. Will be convening a workshop with them and OMG to develop proposals</td>
</tr>
<tr>
<td>6</td>
<td>To create a register of liaisons.</td>
<td>John Borras</td>
<td>Covered by item 6 on the agenda</td>
</tr>
<tr>
<td>7</td>
<td>To produce a paper on language problems, solutions and current activity, with input from Finland.</td>
<td>David Webber</td>
<td>Covered by item 5 of agenda</td>
</tr>
<tr>
<td>8</td>
<td>To draft an initial charter for the Infrastructure Sub Committee.</td>
<td>Eliot Christian</td>
<td>Done, item 5 of</td>
</tr>
</tbody>
</table>
3. Amendment to standing orders for TC

The Standing orders for the TC were set at the first meeting. A question had been raised about their relevance to sub-committees.

**Action** John Borras agreed to e-mail a proposal to the TC proposing that SCs adopt standing orders.

**Action** The standing orders will be posted as a separate document on the web site.

4. Reports from SCs

**Interoperable Services SC – Jon Bosak**

- David Layton the chair was unable to attend the meeting due to family illness.
- The recent sub-TC meeting had a total of 11 members attending.
- The group approved its charter.
- The main focus of the meeting was on the ebXML review paper produced by Graham Beaver: “the validation of ebXML messaging for use with e-Government”. The group saw great value in this paper and Graham will incorporate some of the comments made.
- Jouko Salonen is working on ensuring that UBL and e-procurement work are aligned. His review will last until 14 July and he is eager to get input from government e-procurement experts.
- John Borras thanked the committee for making significant steps forward in a short time.
Services SC – Diane Lewis
- Met 7th May, result of meeting is posted on the web site.
- Group voted and approved its charter.
- Concern was expressed over the lack of participation.
- The group is working to clarify the path to identifying key government services; the approach has been to use story boards and focus on health and law enforcement.
- The group has identified 5 services to focus on in the health sector.
  - Health notification of disease
  - e-prescriptions
  - e-booking
  - patient records.
  - Healthcare feedback
- A story board template has been defined by Tim Benson
- Input is welcomed from other countries; the group has yet to define 6 services from law enforcement.
- John Borras thought the SC might benefit from the experience of the electoral mark-up language TC that had produced a high level generic voting specification that could be localised for a particular country.
- David Webber suggested that the work of the OASIS Content Assembly Mechanism TC would also have some relevance.
- Diane confirm that the group would also be looking at the collaboration of the health service with the private sector.

Best Practice SC – John Borras
- John said the group had drafted a template for case studies and this will be circulated in the next few weeks.
- He had identified the first case study to be produced but pressure of work had prevented him from completing this yet.

5. Proposed new SCs

Infrastructure Sub Committee
- Eliot Christian has proposed a draft charter, available on the website, he read out the scope and purpose of the group.
- The deliverables of the group would be:
  1. A document describing a registry of e-government services
  2. A pilot project implementation

- Items 1 and 2 will occur in parallel.
- Jon Bosak thought that comparing requirements against a suggested solution is a good approach, so compare registry requirements against the ebXML registry. He was surprised to know that there were 6 candidates for a registry and questioned the wisdom of doing 1&2 simultaneously.
- David Webber emphasized the need to understand the problem that is trying to be solved.
- Diane Lewis thought that the work of the Services Sub-TC would finish rapidly and be able to pass on its experience and requirements to the Infrastructure group.
- The group agreed the need to recruit more resources in order to complete the work to difficult deadlines. The group agreed that Infrastructure was a valid piece of work. Concerns were expressed about the wide scope of the group, and that defining infrastructure for e-government is a huge task.
- Eliot thought that they were concerned with the common things that cut across government services, for example geospatial information.
- The group debated the problems of having too many sub groups and the associated problems of managing their work.
- John Borras summarized the debate and agreement: The Infrastructure SC would go ahead; the first meeting would review the charter and produce a road map; Members would be asked to contribute any relevant previous work to the group; aim to get running by June.
- **Actions**: John Borras to set up Infrastructure group on OASIS web site, members to register for new SC.

### Language Sub Committee

- David Webber presented the thoughts of the group he had captured at the previous meeting.
- 3 approaches had been offered;
  1. a high level approach
  2. one looking at mechanisms
  3. look at the linguistic side and accessibility standards
- No volunteers for the group as yet.
- Martin Hagen asked if anyone form bilingual countries such as Canada and Belgium had dealt with this issue.
- Ann Wrightson thought that identifying best practice for when a country has a region with a minority language.
- Eliot Christian said that a semantic registry for XML tag names is very useful; the large problem of translation is information science. ebXML core components were designed to provide language neutral building blocks that can be expressed in many languages.
- Michael Kjeldgaard highlighted the need to keep data and presentation in the native language.
- David Webber thought the best approach would be to produce a white paper identifying where work had already been done, since the scope of the issues were large.
- It was agreed that at present the TC did not have the resources to run this SC so it would be kept on the Issues Register for future consideration.

6. Liaisons
• John Borras has prepared a first draft of liaison responsibilities. The group agreed that this was the right approach.
• The group discussed liaisons with Standards bodies; Government organizations; the e-procurement TC and its relationship with CEFACT which is undefined as yet; and the need to track what is going on in other OASIS TC’s
• **Action:** The group will review the liaison list on the website and volunteer additions to the list.
• Jon Bosak noted the distinction between “liaison to” and “liaison from” and the need to e-mail to the group a statement that the liaison list exists.
• Ann Wrightson asked if it was possible to differentiate between those e-mails (from the TC) that need action against those that are just for information. For example by putting ‘action’ in []. John Borras thought that this was not possible on automatic output from the content management system, but where e-mails are sent to the list server then it was possible.

7. **Review of issues register.**

• The issues register is posted on the TC web site.

<table>
<thead>
<tr>
<th>Item</th>
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<tbody>
<tr>
<td>Item 3</td>
<td>under debate</td>
</tr>
<tr>
<td>Items 4 &amp; 15</td>
<td>will be dealt with by Language SC</td>
</tr>
<tr>
<td>Item 17</td>
<td>refers to accessibility issues still under consideration</td>
</tr>
<tr>
<td>Item 18</td>
<td>namespace management still under debate;</td>
</tr>
<tr>
<td>Item 19</td>
<td>Standardised Templates use still under consideration.</td>
</tr>
</tbody>
</table>

8. **Code lists paper presented by Paul Spencer**

• Paul reviewed a paper for UK requirements where code lists are needed for validation and lookup, which he is making this available to the TC.
• The solution suggested in the paper is to take the UBL format for code lists and add a “appinfo” element that gives de-referencing information in a standard format.
• John Bosak suggested submitting the paper to the UBL naming sub-committee very soon because the vote for the UBL committee is on the 16th June.
• **Action:** Paul Spencer to submit his paper to UBL committee for this addition to code list definition.
• The group agreed that code lists should be published in a defined format but maintenance of the list if left to the owners.
• **Action:** David Webber agreed to compare code list format with registry information model.
• **Action:** Eliot Christian asked that Paul review the standard 1179 part against his work as he did not think that representation of codes in XML was only a small part of the problem The group was not sure that 1179 was relevant.
• Ann Wrightson thought it a mistake to suggest that the TC should make specific technological recommendations; this, she felt, was not the remit of the TC.
• It was agreed that Paul submit his proposal to the UBL TC as an individual.
9. Any Other Business
   • David Webber drew the groups attention to the OASIS Business Centric Methodology TC participation notice. This TC will produce templates helping people specify business needs and patterns. David felt it would be of interest to e-government TC members.
   • Tim Benson asked where e-work on e-GOV UBL work will be done and John Borras said it was part of the interoperable service SC.

10. Dates and locations for future meetings
   • 23rd July        Offered for hosting in Berlin. Video conferencing will be available. The group welcomed the offer.
   • 29th October     Washington, ICH (Interoperability Clearing House) will host.

   Action: Barbara Held to publish details of meeting dates and details of Berlin meetings (including sub TCs) to group.
### Summary of Actions:

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<td>Group</td>
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<td>To publish details of meeting dates and details of Berlin meetings (including sub TCs) to group.</td>
<td>Barbara Held</td>
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