CACAO Technical Committee

Meeting Minutes

**Date:** 21 January 2020 **Time:** 11:00 AM US-ET

**Link to Meeting Agenda/Slides**

- Discussed 1Q goals - requirements and use cases publication as committee notes (the goals can be found [HERE](#))

  "Bret: Please read over and make comments. If you don’t have edit rights, either mail Bret and Allan, or request edit rights in the documents."

- There was a request for volunteer editors to put the documents in the OASIS template and publish it as a committee note

- A point was made to review the requirements and use cases documents

- Having a first working draft by the end of the first quarter was described as a stretched goal from some of the members (JK). According to members of the TC, the other requirements for the 1Q are doable.

  "JK - the first two seem doable, the committee spec may be a stretch. We need to decide whether we will require sponsorship."

- JK suggested the use of Jira: - should these be more like Agile epics in Jira?
  Allan: we need a committee note definitely but each requirement could be a Jira ticket
  Bret: up to the TC, i don’t want to do a lot of work creating Jira tickets if the TC won’t actively engage

  *No strong opinions expressed about the use of Jira from the TC*

- Bret described the OASIS specification process.

- The importance of having code written fast (at the early stages) is important for having robust specifications and identity issues.

  "Bret: As we complete parts of the specification, we can start to code."

- The possibility of having an unofficial meetup at RSA was discussed (not an official TC meeting)

  "Bret - true, it is definitely important to have code written first. Allan you mentioned last week having an interoperability spec and a face to face. When do we want to do this?"

  "Allan: We make a lot of progress at face to face meetings so we may want to plan to have 1 or 2 of those a year."
"Anup: we should try to organize around industry events"
"Allan:  Black Hat"
"Bret: could you host one in DC?"
"Allan:  would like to target earlier than Q3. You make a lot more progress when you are able to focus on face to face. I may be able to arrange supporting a DC meeting as well. Will work with Anup offline to see if a location can be determined for Q2."

- Bret asked the TC if they have other requirements about CACAO and on what would they like to work on, such as temporal logic, how to define targets, etc.

"Bret: What other things do people want to work on? Want to make sure that we understand what the TC wants. Does anyone have any proposals for tracking this control logic, capturing or building a lexicon or taxonomy around these types of actions that we want to capture."

- Stephanie Hazlewood - volunteered to edit the specs

- Bret asked if anyone from the TC has expertise with SWID tags and can help with the spec - *No answers*

- Allan remarked that: specification assignments need to be made. Allan will help get the committee note finished to get to ballot quickly. Specification document needs text. If you would like to contribute, reach out to Bret and/or Allan.

*Meeting adjourned at 11:42 ET.*