

## Protocol

openMDM® Eclipse Working Group

Meeting of the Steering Committee

Location: Peak Solution GmbH, Nuremberg

Date/Time: July 17, 2014 (9:00 to 16:30)

Participants:	Daimler AG	Gerwin Mathwig (3 votes)
	BMW AG	Ulrich Bleicher (3 votes)
	BMW AG	Michael Schwarzbach
	AUDI AG	Sven Wittig (3 votes)
	HighQSoft GmbH	Hans Bothe (1 vote)
	Peak Solution GmbH	Hans-Jörg Kremer (1 vote)

## Topics:

- Decision: protocol is always created by the host (today: Hans-Jörg Kremer)
- Election of Chairman:
  - Mr. Gerwin Mathwig was elected with 9 Yes-votes and 2 abstentions as Chairman of the Steering Committee.
  - Deputy is Sven Wittig.
  - The next election of the chairman will take place in 12 months.
- Proportion of votes in the Steering Committee
  - Mr. Bleicher mentioned, that the weight of the stakeholders by the "Service Provider Member" and the "Application vendor member" is unbalanced, since HighQSoft is currently the only application vendor in the openMDM® WG.
  - Decision: No amendment of the Charter. But the topic is further observed. Depending on how the development of members in the openMDM® WG precedes, the Steering Committee will respond.
- Planning of the first development cycle of openMDM® 5
  - The pioneering project openMDM@WEB was synchronized with the "openMDM® Community Cycle". It is located just before the phase "Quality Assurance, Result Acceptance".
  - Consequence: The openMDM® services "Quality Assurance" and "Architecture Compliance" must promptly begin their work.
  - Initial task of the service "Architecture Compliance": Completion of the document "openMDM® R5 System Specification".
  - Initial task of the service "Quality Assurance": Definition of criteria against which a component can be checked on openMDM® 5 architecture conformity.

- The service "Architecture Compliance" does the preliminary work for "Architecture Committee". The service "Quality Assurance" does the preliminary work for "Quality Committee".
- The relevant committee makes decisions that are based on the work of the associated service. The associated service is promptly commissioned by the "Driver members".
- Mr. Bleicher (BMW) will organize the first meeting of the "Architecture Committee". Dr. Schmidt (AUDI) has to organize the first meeting of the "Quality Committee". Mr. Wittig will let him know.
- During these meetings Mr. Wittig will present the duties and expectations of the respective Committee in detail.
- In the initial phase "Architecture Committee" and "Quality Committee" must work closely together. For this reason, the "Steering Committee" is proposing to host the first meeting of the two bodies together. Desired date is "as soon as possible".
- Mr. Weyermann (Peak Solution), which has so far managed the "openMDM® Technik AG", should be invited to this event.
- The "Architecture Committee" should make a proposal for the transfer of "openMDM® Technik AG". The "Architecture Committee" may for example regularly invite for technical workshops. There, designs, concepts, etc. can be discussed and coordinated with other members of openMDM® WG.
- The following milestones have been discussed for the first development cycle of openMDM® 5 (tentative):

No.	Description	Date	Who	Depending on
1	open MDM® 5 architecture specification is released and available (architectural concept including high level requirements from charter are available)	October 2014	Architecture Committee	
2	open MDM® 5 quality guidelines are released and available (Q-criteria are available)	October 2014	Quality Committee	
3	openMDM@WEB demonstrator according to architecture specification and Q criteria is available	July 2015	Steering Committee (Mr. Mathwig)	1,2,6
4	Integration environment is available	?	Quality Committee	Eclipse
5	Delivery of the springboard openMDM® 4 Vers 0.7, IP Clearing	immediately	AUDI	
6	openMDM@WEB transfer to eclipse	?	Project MDM@Web	5
7	openMDM® 5 API specification available	immediately?	AUDI	1
8	openMDM® 5 API implementation available	immediately?	AUDI	1,2,7
9	openMDM® 5 Rich Client available	December 2014	BMW	1,2,(5),8

No.	Description	Date	Who	Depending on
10	Architecture service is available for compliance testing		Architecture Committee	1
11	Quality service is available for quality testing		Quality Committee	2
12	Requirements management system is available for all openMDM® projects	immediately	Steering Committee (Mr. Kremer)	Eclipse
13	Requirements management service is available	immediately	Steering Committee (Mr. Kremer)	12
14	Issue tracking system is available	immediately	Steering Committee (Mr. Wittig)	Eclipse

- Mr. Wittig proposes to organize the management of tasks over an issue tracking system. Mr. Wittig coordinates this with Mr. Müller from Eclipse (see Milestone 14).
- Order to "Architecture Committee": definition of high level requirements; Tags are for example scalability, long-term availability, vendor independence, etc. (see Milestone 1)
- Definition of first branding and marketing activities
  - All members of the old openMDM® community will be contacted by Mr. Wittig (based on mailing list). The aim is to gain more members for the openMDM® WG.
  - For individual members of the old openMDM® Community "godfathers" were defined. They should personally address / convince the companies to become a member of the openMDM® WG.
  - The openMDM® trademark is transmitted by AUDI to Eclipse. Conditions: Eclipse is obliged to use the trademark only in conjunction with the openMDM® WG. Upon the dissolution of openMDM® WG AUDI has a kind of "preemption".
  - Mr. Wittig will provide templates for PowerPoint presentations and written documents.
  - The first draft of a press release was provided by Mr. Kremer. BMW and AUDI have change requests:
    - more core objectives (software reuse, independent data management, etc.)
    - aspect of the invitation for other companies
    - job split between Audi, BMW and Daimler should not be mentioned (together ...)
  - As information materials is currently available: Eclipse wiki and the press release. The service "Marketing and Branding" will work in the future on this topic.

- openMDM® WG membership fees
  - It was discussed a method for the accounting of members' contributions
  - The committees should define work packages and estimate the required effort. The Steering Committee will review the proposals and maintains a task list. openMDM® members can then take over work from this list as a contribution to openMDM® WG.
  - The task list will be managed by the Chairman of the Steering Committee.
  - The review of the contributions is made in accordance with the regulations in the charter (see below).
  
- Miscellaneous
  - Mr. Mathwig will coordinate with Mr. Müller from Eclipse a "closed mailing list " for the Steering Committee.
  - A development cycle of openMDM WG goes from 1 September to 31 August.
  - The 14-day openMDM conference call will be terminated. The final conference call will be held on Friday, 18<sup>th</sup> July 2014.
  
- Further dates for Steering Committee meetings
  - 25th October 2014 in Munich (BMW)
  - 27th November 2014 in Stuttgart (Daimler, Lämmerbuckel)

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