Minutes of the 8th openMDM SC meeting

Place:	Müller BBM VAS, Planegg
Date/Time:	January 20, 2016 – 10:00
Minutes:	Andreas Benzing, ICS AG

Participants:	Tobias Abthoff	NorCom	driving member
	Andreas Benzing	ICS (Daimler)	architecture committee
	Ulrich Bleicher	BMW	driving member
	Josef Hobelsberger	MBBM	driving member
	Gerwin Mathwig	Daimler	driving member (chair)
	Dietmar Rapf	S+C	service provider representative
	Michael Schwarzbach	BMW	quality committee
	Hans-Dirk Walter	Canoo	service provider representative
	Sven Wittig	Audi	driving member
Excused:	Gert Sablon	Siemens	driving member
	Ralf Nörenberg	HighQSoft	application vendor representative
	N/A	TATA	user member representative

Participants are referred to by their initials, i.e. GM refers to Gerwin Mathwig.

1   Member Overview

GM provides an overview of the current membership development. To get new members involved more quickly, each new member should get a mentor from the existing members. Everyone is welcome to think about new members for the different member classes.

2   Project Milestones

2.1   Use Cases / User Stories

The access to Jira seems not to be working properly for some users. Everyone should check their account and report problems to DR.

The detailed discussion of user stories is postponed to the MDM@WEB project meeting. For the remainder of the SC, the content should only be discussed on the level of epics.

2.2   API Delivery

An initial version of the API has been made available in the MDM|BL project. Further development will require additional technology decisions by the AC.

2.3   Prototype for MDM@WEB Available

The release of the MDM@WEB prototype will mark the transition from the current work split to the regular openMDM development process. The prototype will therefore include the basic

environment for an openMDM 5 system, including the corresponding client components with usable functions. Components will also be checked by the QC before release. In order for the client to work, additional items must be available: the data model and its implementation in ODS 5.3, the working openMDM API, server components, and the test environment which is currently set up by the QC (see 2.4). This release is due in July 2016 and the participants assert that they will actively contribute to adhere to this deadline.

The project will be renamed to MDM|COMPONENTS to reflect the scope which includes not only the web client but also other components of openMDM.

2.4 Test Environment

The QC is currently working on setting up a test environment for the ongoing development. According to MS, the required services have been entered in Jira. However, the services are not discussed in detail.
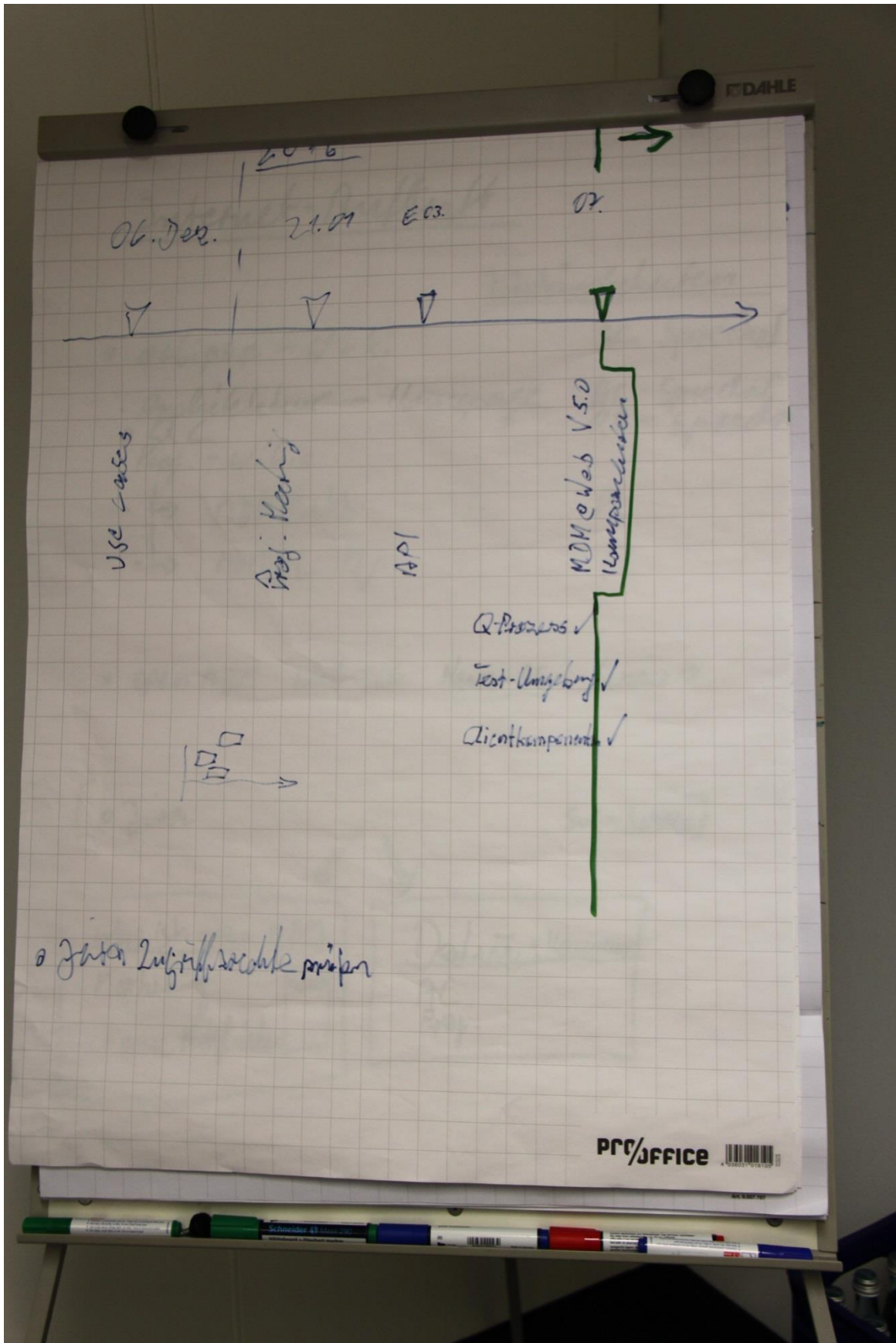
3 Status of Committees

3.1 Architecture Committee

AB presents the status of the architecture committee. The request for feedback has finally spiked the discussion about the technology proposals and the first proposals have been approved. Currently, the AC is awaiting new proposals.

A key point mentioned in the feedback by service providers is the number of communication channels which have been used so far. To address this issue, all proposal discussions will be fed into tickets in the openMDM issue tracker. This way, only a single source of information has to be monitored. In addition, the AC will formulate a service to gather the information from all sources, including individual technology proposals and the architecture specification, into a single document. This document will be maintained in the wiki to achieve the required visibility.

3.2 Quality Committee

The QC has formulated a set of services required to set up the testing environment. These services will be presented to and decided on by the SC in the near future.

4 Discussion of Communication Channels

While the projects MDM@WEB and MDM|BL have a clear technical scope, the mapping of WG activities to the projects is currently not clearly defined. In addition, the different groups, primarily users and programmers, have widely differing expectations in terms of documentation format and content as well as the extent of interactivity.

The website is currently maintained by HighQSoft. Every SC member can post news to them for release. Further responsibilities are listed in the picture below. A more detailed and written version of this information will be prepared by the SC, potentially by a separate service.
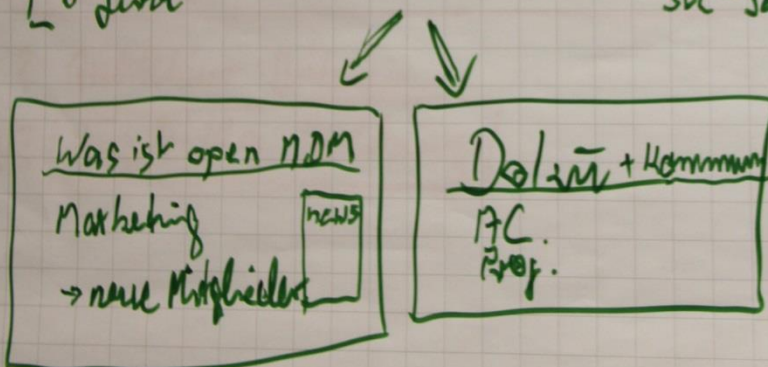
5 EWG 2017

Currently, the SC, especially its chair, must coordinate a rather large number of tasks. The question of how to match these tasks with the member fees is discussed very broadly, including possible organizational approaches.

At the end of the discussion the SC unanimously agrees that an assistant for the SC chair should be established with a focus on the following duties:

- Management of WG services
- Preparation of decision templates
- Resolution of legal issues
- Preparation and post processing of meetings, including meeting minutes and follow up on identified tasks
- Establish persistence in the WG in the face of changing committee chairs and members

The detailed description of the position in appropriate form will be prepared by the SC to facilitate the search for a suitable candidate.

GM is offering to take over the assistant position after the end of his current duties as SC chair.

The funding of such a new position is discussed. The current limit of use of membership fees for services helping to maintain the WG makes the funding difficult. As a result, the SC unanimously agrees that Driver Members and User Members must pay their membership fees using money rather than working days, starting the financial year 2016/2017.

Note: At the point of decision, TA (NorCom) was no longer present. After being informed, NorCom notes that they would like to change their membership status to Service Provider in case the charter is changed. The fees for each membership class will be determined on a rate of 75€/h. Due to the close result, the discussion will be continued.

The proposal to have Service Providers and Application Vendors also pay their fees in monetary form is accepted with the following votes: 7 yes, 6 no, 1 undecided.

GM will prepare an updated charter and coordinate the elaboration of possibilities to handle monetary membership fees as well as proposals for the assistant position. Further actions will be decided on in the next SC meeting.

6 Discussion of Epics

Since there is no precise definition of the term "Epic", the prioritization of openMDM Epics in the issue tracking system is discussed on an abstract level. The preliminary order gets vaguely positive feedback.

The participants agree that a definition of the term Epic is required so that the project tasks can be discussed and prioritized in the SC on that level. Consequently, the details of the epics and the contained user stories should be discussed in the upcoming project meeting.

7   Decision Overview

1. Jira as primary means for keeping track of committee tasks and other information, all members should check their account
2. Working prototype due in July 2016
3. Rename Project MDM@WEB to MDM|Components
4. AC to propose service to consolidate relevant information
5. QC to set up an environment for testing and development
6. SC to prepare detailed overview of communication channels and respective responsibilities
7. Establishment of position of assistant to the SC
    a. SC to prepare detailed job description
    b. Membership dues of Driver and User Members to be paid in money
    c. Membership dues of other Members open for discussion
8. MDM@WEB project group to define the meaning of user stories, epics, and related terms

8   Next meeting

To shorten the response time, a conference call is planned for February 26.

The next SC meeting is planned for March 16, 2016 in Munich.