CCUF Management Group Meeting Minutes

May 14, 2020

# Attendees:

* \*Brian Wood - Samsung
* Fiona Pattinson ‑ Apple
* \*Kwangwoo Lee – HP
* \*Lachlan Turner - Lightship
* \*Matt Keller ‑Nutanix
* \*Michael Vogel ‑ atsec
* \*Miguel Bañón ‑ Consultant
* \*Mike Grimm ‑ Microsoft
* \*Petra Manche – Cisco
* \*Mary Baish NIAP (CCDB Liaison)

(\*) In attendance

# Agenda:

## New CCUF MG members

Welcoming new CCUF MG members, welcoming back returning members, thank you and appreciation for those rotating out.

## Voting of Chair and Vice Chair

**Report:**

* Nominations for chair: Petra
* Nominations for vice-chair: Kwangwoo
* Voting results:
  + Chair for 2020 – 2022: Petra Manche
  + Vice Chair 2020 – 2022: Kwangwoo Lee

## CCUF Elections

**Actions:**

* + PM to create FAQ
  + Erin to provide feedback on process.
  + CCUF MG to review charter and discuss at next MG meeting.

## Report:

* **CCUF MG Elections 2020**

**Report:**

* Number of entities that voted: 53
* Following suggestion from vote counters, for future elections a FAQ is being put together.

## CCUF Workshops

* **CCUF Fall Workshop Toledo, Spain October 14 – 16, 19 2020**

**Actions:**

**Report:**

* CCUF Workshop will be 4 days Wed -Fri and Mon.
* 2 Rooms can accommodate 200 people.
* Lay out will be lecture style
* Meals, refreshments and AV will be covered.
* For joint session tables can be provided
* Happy hour – the hotel bar is in the center of the hotel
* Tuesday afternoon/evening & Wednesday am likely to be a shuttle from Madrid airport to hotel
* **ICCC 2020**

**Actions:**

* PM to submit CCUF update paper

**Report:**

* October 20 -22 2020, Toledo Spain
* Planning committee has met once and meeting again on April 17
* Registration and submission of papers is open
* **San Francisco (RSA): Feb 8 -12 2021**

**Actions:**

**Report:**

## Communications/Outreach

* **Newsletter**
* **Actions:**   
  PM/BW Ongoing: Next newsletter in Summer time-frame:   
  **Report**:
* Last newsletter went out March 3 2020
* **Blogs/ CC External resources**

**Actions**:

* **Report:**
* Spreadsheet has been updated, and CCUF members users encouraged to contribute.
* CCUF Calendar updated (20-04-08)
* **Linked In “Common Criteria Professionals”**

**Actions:**

**Report:**

Ongoing.

* [**CCUF website**](http://ccusersforum.org) **and** [**CCPortal**](https://www.commoncriteriaportal.org/CCUF/) **updates  
  Actions:** 
  + PM Update website in regard to MG Group, workshop & ICCC

**Report:**

* FP has bought domain.
* **Membership calls**

**Actions:**

* + MG/PM/KL to organize call .

**Report:**

* European/Asia calls to have separate calls.
* **Member Survey**

**Action**: BW/LT to complete the draft of a survey and send to management group for review and completed after MG elections.

**Report:**

It is four years since we last performed [a member survey](https://ccusersforum.onlyoffice.com/products/files/doceditor.aspx?fileid=4296282). San Francisco meeting was supportive of repeating that.

## Liaisons

* **CCDB: (Mary Baish)  
  Actions:**

**Report:**

* + NIAP closed on March 31st and currently still closed.
* **ISO (Kwangwoo Lee)**  
  **Actions:**
  + KL to post statement to portal

**Report:**   
June meeting very productive virtual meeting.

Provide liaison statements and KL will post.

61 members to CCUF group

DIS documents posted and comments by next week.

ISO topic connected vehicle and lab CC crypto validation study period

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## Conferences & Events with expected CCUF involvement

* ~~CCUF MG elections (May 6-12 2020)~~
* ICMC (Maryland: August 25-28, 2020) New date
* ISO Meeting (Warsaw, Poland September 14-19 2020)
* CCUF Fall Workshop (Toledo Spain October 14 – 16, 19 2020)
* ICCC 2020 (Toledo Spain October 20-22 2020)
* EU Cyber Security Act Conference (Brussels, Belgium December 2-3 2020)
* RSA (February 8-12 2021 San Francisco)

## Collaboration Tools

* **Only Office**

**Actions:**

CCUF MG to look at OnlyOffice, space and github

BW to look at Team Tools applicable to CCUF

**Report:**

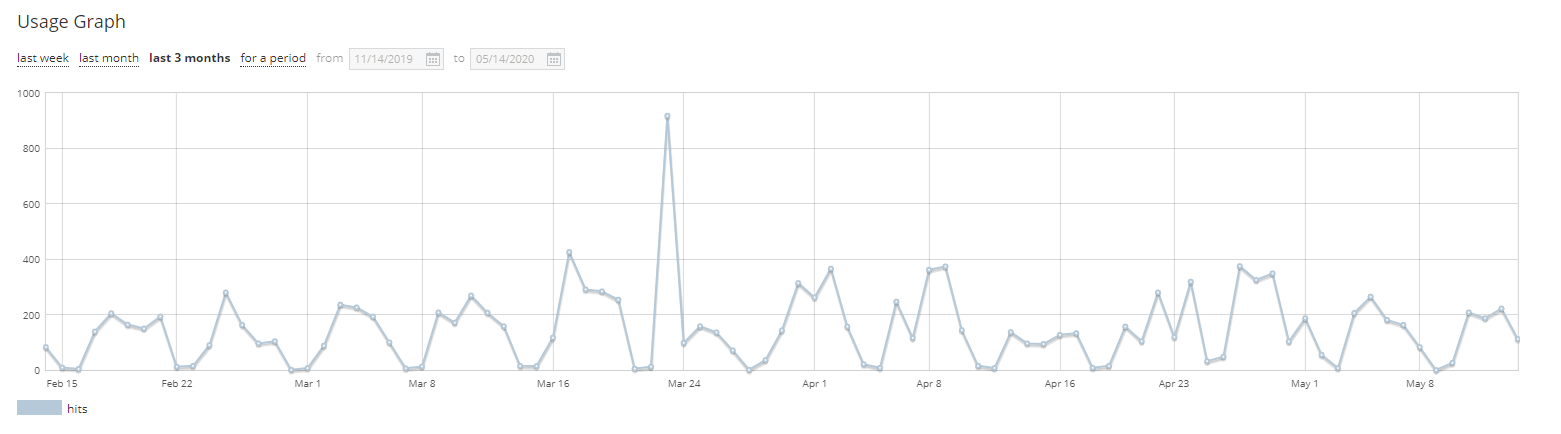
* MV has purchase 50GB of space for a year on OnlyOffice
* MV/PM on May 4th deactivated user accounts that did not respond to the emails sent during April about their accounts.

Management (members/storage/organization)

* + - Storage space used: **4.75 / 50**
    - Number of active users: **636 / 1000 (last month 820)**

Backup schedule

PM Performed backup on **2020-05-13**

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* **Future of the collaboration tool**

**Report:**

Waiting on feedback from users who are using the tools.

Ongoing work is being handled by the [Team Tools WG](https://ccusersforum.onlyoffice.com/products/projects/tasks.aspx?prjID=598898#sortBy=title&sortOrder=ascending). (Brian Wood). Real work is on GitHub at [iTC wg tools](https://github.com/itc-wgtools) repository.

Encourage iTC/Tcs to move to method on github.

* **Any Other Business**

Next Meeting time:

* 2020,17 June 7 PT 9 CT, 10 ET, 3pm UK, 4pm Europe, 11pm Korea