CCUF Management Group Meeting – August 8, 2013

# Attendees:

\*Matt Keller – Corsec

\*Mike Grimm – Microsoft

\*Simon Milford – SiVenture/ Cisco

\*Alicia Squires – Cisco

# Action Items:

**Alicia:** post Workshop registration and schedule to TeamLab – July 17 – COMPLETE

**Brian**: confirm CNSSP #11 session with NIAP – July 23 – COMPLETE

**David**: make suggestions for CCDB members for each of the four breakout sessions during the Workshop – July 31 – COMPLETE

**Miguel**: post high-level information about the CCUF-CCDB Workshop on the website – July 31 – COMPLETE

**Alicia/David**: ask NIAP whether any phone capabilities will be available in the meeting rooms – July 23 – still awaiting confirmation from NIAP – COMPLETE

**Simon**: draft voting standards to add to our ToR template – date???

**Alicia/Matt:** get confirmation that the room requests were able to be accommodated – July 23 – still awaiting confirmation from NIAP

**Breakout session leaders**: invite CCDB members to breakout sessions – Aug 2

**Alicia**: work on keynote – Aug 8

**Matt**: draft and circulate query on CCUF general meeting within MG – Aug 8

**Alicia**: send reminder to session leaders to for slides and whatever else is needed for their session – Aug 14

**Matt**: draft questions to the CCDB – Aug 16

**Brian**: print nametags, door signs, and copies of the schedule – Sept 3

**David**: confirm plans for joint meals between the CCDB and CCUF – Sept 3

# Agenda:

A. Continue planning for Orlando

# Discussion:

## Continue Planning for Orlando

### Still to be done… Logistics

The session leaders and times have been confirmed for all sessions. We received confirmation this morning from NIAP on two items:

* There will be telecom capabilities for Dial –in purposes.
* Accommodations have been made for up to an additional 100 people for the 3 joint meetings.

The only unknown variable is if we will be able to get all of the space that we have requested. Alicia is supposed to finalize that with Ian from NIAP later today.

### Response to NIAP on session on CNSSP #11

It was suggested that as the US is hosting we have a session specific to CNSSP #11. NIAP responded that they would be able to do that, but they had concerns about it being the only topic for the meeting. They suggested that a discussion of different nations' procurement policies and how they align w/CCRA could be very interesting (and not too US focused). This was a suggestion for a shorter time slot, so it’s not clear whether there would be time to cover such a wide topic. Brian has confirmed this session with Janine.

### Invitations to CCDB Breakout Session Co-Leaders

The following CCDB Breakout Session Co-Leaders have been designated:

* Marketing - Mark/Janine from NIAP
* Structured vulnerability - Matthias Inteman
* iTC – Dag
* Collaboration tools – David Martin

Brian confirmed that David has received the invitation for the collaboration tools, and Matthias has received the invitation for Structured vulnerability testing. Alicia will ensure the others go out today.

### Schedule Posted – Now Signups

Alicia will be posting the session sign-up sheet after room confirmation from Ian.

Miguel posted information to the website about the conference with a pointer to TeamLab for more information.

During the ICCC CCUF Membership Session

Should we hold the general CCUF Membership Session during the ICCC? It’s in the Governance that we will, but in the past it has become slightly redundant. With the Workshop the week before, much of the work that is ongoing within the CCUF will be covered. We realize that not everyone is able to attend the Workshop, but we want to ensure that it is valuable to enough people to take the time and space for the meeting. Matt is drafting and will circulate the writeup for this.

Will post a query on TeamLab with the following questions:

1. Do you want to have a CCUF General Membership Meeting during the conference?

2. How many in the CCUF are only attending the ICCC?

### CCUF MG Meetings

Tuesday (Sept 3) at 9 PM in the lobby lounge.

Thursday (Sept 5) breakfast [location TBD].

### Upcoming tasks

Working Backward, items that need to be done for the Workshop:

* ~~Three months before (June): announce the Workshop (and request session topics)~~
* ~~Two months before (by July 2): registration,~~ ~~session descriptions, session leaders, social location finalized~~
* Month before (by Aug 2): ~~questions for CCDB (Matt will post request)~~, sign-up for sessions (Alicia), session leaders invite Scheme members
* Week before (by Aug 26): preso’s ready (opening, joint, and each session), rooms allocated, badges?, door signs, schedule print offs

### Keynote

Alicia will be circulating a draft of the keynote amongst the MG members perhaps later today, or early next week to seek feedback and suggestions while the slides are being created.

# Future MG Items To Consider:

1. How formal does CCUF need to be – become non-profit?

2. Do we need someone to specifically think about growth and smart growth of the CCUF?

3. Consider what role the CCUF should play in the overall Project Awareness/Management of the international TCs(cPPs).

# Next Meeting time and topics:

**11 AM EST/ 8 AM PST/ 4 PM GMT on Thursday, August 27. – Final prep for Orlando**