CCUF Management Group Meeting Minutes

July 15, 2020

# Attendees:

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

(\*) In attendance

# Agenda:

## CCUF Elections

**Actions:**

* + PM to ask Erin to provide feedback on process.
  + BW to do final edit before members review.
  + ~~Tidy up directories as 2 governance folders~~

## Report:

* **CCUF MG Elections 2020**

**Report:**

* PM emailed Erin no reply as yet
* Wording of meetings – specifying exactly types of meetings

## 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 met on April 17
* Registration is open
* **San Francisco (RSA): May 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 (07-15-2020)
* **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.
* BW, KL, PM delegates on the domain. BW has fixed bugs and looking at setting up Wordpress site.
* Wordpress is free. GoDaddy allows for pre-configured setup including Wordpress.
* **Membership calls**

**Actions:**

* + MG/PM/KL to organize call .

**Report:**

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

**Action**:

LT to send revised version for comments/review

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 open.
* **ISO (Kwangwoo Lee)**  
  **Actions:**
  + ~~KL to post statement to portal~~

**Report:**

Poland face to face meeting cancelled and now a virtual meeting Sept 12-16 2020.  
Liaison statements received and posted statements to portal.

Received comments on 18045

Posting of JC21 meeting in September Poland cancelled

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

* ICMC (Maryland: August 25-28, 2020)
* ISO Meeting (Virtual September 12-16 2020) New date and location
* 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)
* CCUF Spring Workshop (TBD 2021)
* RSA (May 17-21 2021 San Francisco) New date

## Collaboration Tools

* **Only Office**

**Actions:**

CCUF MG to look at OnlyOffice, space and github

BW to look at Team Tools applicable to CCUF

**Report:**

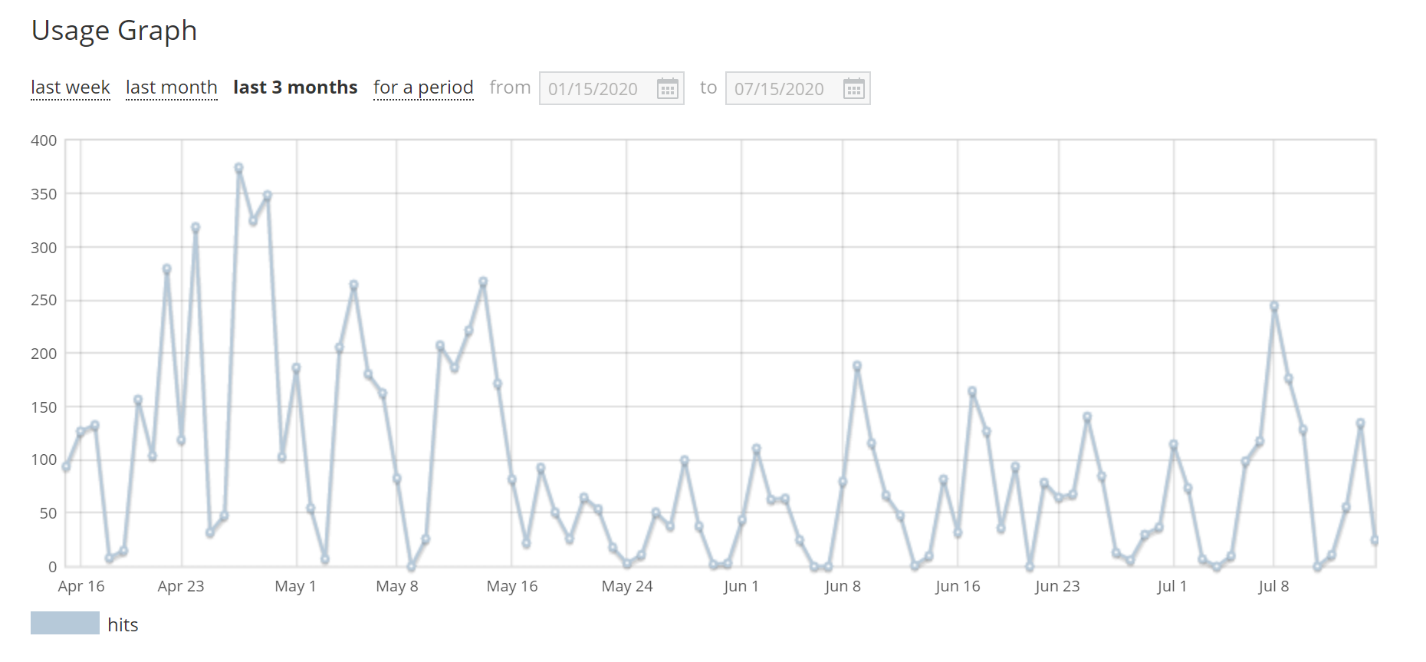
* Look at wordpress on ccuserforum.org.

Management (members/storage/organization)

* + - Storage space used: **4.97 / 50**
    - Number of active users: **647/ 1000**

Backup schedule

PM Performed backup on **2020-07-15**

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* **Collaboration tool Report:**

Has setup DSC and DBMS is starting to setup.

HCD iTC using github.

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, 19 August 7 PT 9 CT, 10 ET, 3pm UK, 4pm Europe, 11pm Korea