CCUF Management Group Meeting Minutes

Jan 15, 2019

# Attendees:

* \*Fiona Pattinson ‑ atsec
* \*Kwangwoo Lee ‑ HP
* \*Matt Keller ‑ Corsec
* Michael Vogel ‑ Huawei
* \*Miguel Bañón ‑ Epoche & Espri
* \*Mike Grimm ‑ Microsoft
* \*Petra Manche ‑ Cisco
* David Martin ‑ NCSC

(\*) In attendance

# Agenda:

## **General**

A rough [plan for CCUF activities](https://ccusersforum.onlyoffice.com/products/files/doceditor.aspx?fileid=5836797) has been produced as a guideline. This can be reviewed and updated by the management team.

## CCUF Workshop

**Report:**

* + Amsterdam
    - Open issues between CCDB questions as a result of the Amsterdam workshop: **Action**: MV, FP, DM to follow up and report at the next CCUF Management call.

**Report**: 19/1 Defer to the next meeting

* + - Schedule/Calendar to identify working sessions vs presentation sessions.
    - List the session leaders on the schedule/Calendar.
  + RSA: Action MG to post announcement OnlyOffice, Linked In.
  + Rome (CCDB) - April 9-11, 2019
    - Offers to help with accommodation, coffee, etc: .
    - ISCI request for meeting space all day (10-4pm) on 10th April for around 35 people and working closer together with CCUF
    - Action: FP to reach out to OCSI : MK to repost to Linked In and Only Office. : FP/PM to arrange a call with Bill Rutledge, CCUF Management and David Martin to discuss “CCUF events”.  
      **Report:**
    - Back up plan in case no meeting can occur in Rome. Discuss the ICMC option. Would need to move quickly and work with Bill. (Need 3 days - or a mini workshop)?
    - Back up plan in case no meeting can occur in Rome. Discuss the RSA option.  
      Microsoft can potentially find meeting space in San Francisco in conjunction with RSA conference beginning of March.
  + \*\*\*\*\*\*\* (CCDB/ICCC) - October 2019
    - Suggestion about workshop spreading over the weekend. Permission to travel for 2 weeks can be difficult for many. Action:   
      **Report:** After discussion : In general seemed to be a good idea for the compressed schedule, but some concerns about working over the weekend. A plan “B” for the fall meeting could be to consider the ISO location.

## Communications/Outreach

* **Newsletter**

Action: Petra/Fiona to create a draft newsletter for review by Management Committee**.**

Action:   
Next newsletter in Mid/Late December (After ICCC/Workshops).:   
**Report**: Newsletter was not available before Mid January.

* **Blogs/ CC External resources**

Report: Kwangwoo has produced a spreadsheet that provides CC related external resources.

Action: ~~ONGOING. Will be updated before the end of December.~~ 19/1 Done

**Report:** Has been updated in documents and has written a blog

* **Linked In**

Report: We decided (by email) to make better use of the existing Linked In group “CC Professionals”: MK - Also give the workshop news to the Linked In group.  
**Report:** Ongoing

* [**CCUF website**](http://ccusersforum.org) **and** [**CCPortal**](https://www.commoncriteriaportal.org/CCUF/) **updates  
  Action:**

Ongoing: FP: Events page needs update.   
**Report:**

* **Membership calls**

America and Europe/Asia. Done 19/1  
**Report:** US call had 26 attendees: Action: MK/PM/KL Post consolidated notes to the blog.

## Liaisons

* + **CCDB: (David Martin)  
    Report**
    - Status of Only Office
    - Causeway
  + DM: Causeway funding will likely come to an end at the end of ????? - This will affect the HCD iTC Action: Fiona to liaise with David Martin in regard to the date.
  + MV: Is leading further CCUF action in regard to CCDB questions.
    - Deferred to Feb meeting
  + **ISO (Kwangwoo Lee)**  
    **Report:**   
    41 members in ISO CCUF group
  + A lot of interest about the project from CCUF members ISO documents have been posted for review by members. A call is scheduled for Tuesday 15th January.
  + Need SMEs for FDP\_ITT contribution. DSC iTC have invited CCUF to participate (Kwangwoo)
  + Kwangwoo gave the presentation to WG3 in October.  
    **Action:**Kwangwoo will represent the CCUF in WG3 in Tel Aviv, and prepare the CCUF liasion statement .
  + Kwangwoo responsible for sending to ISO any comments/liaison from CCUF members.

## Conferences

* + **ICCC**   
     Report:
  + **ICMC (Vancouver: May 14/17)  
    Report: (M Keller):** Free conference pass (?Reach out to the Norwegian University that hosted CCUF.)
  + **RSA (San Francisco: March 4-8)** 
    - CCUF activities - MG to organize CCUF activities at RSA - Ongoing

## Collaboration Tools

* **Only Office**

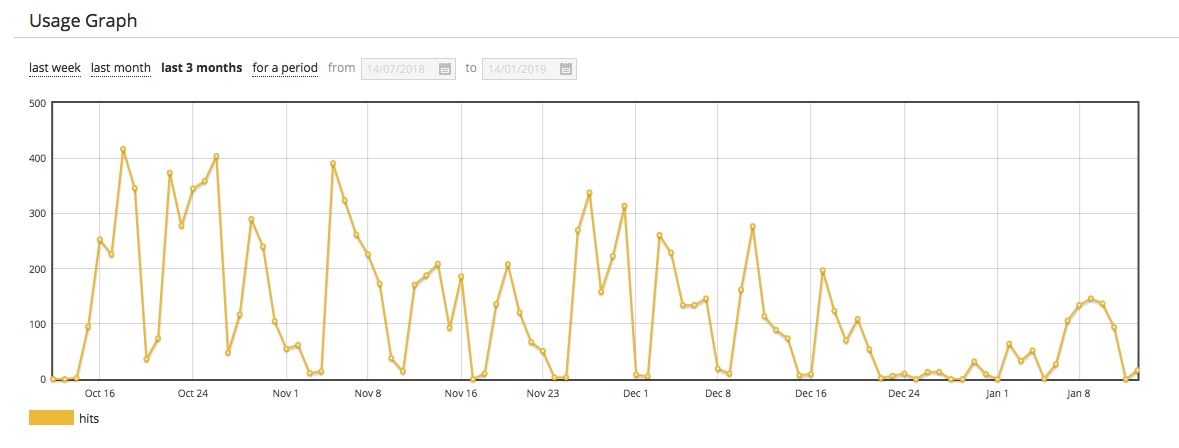
**Report:**

Management (members/storage/organization)

* + - Storage space used: **3.14 GB**
    - Number of active users: **748**

Backup schedule

FP Performed backup on **2019-01-14**



* **Future of the collaboration tool**

**Report:** Will be discussed at the next management meeting. B Wood has offered to lead a tools- subgroup to investigate this, especially in context with managing “issues” (NITs, etc): Done 19/01.

* A**ny Other Business**
  + **None**

Next Meeting time:

* **Tuesday February 12: 10:00 am CT/11 am ET 4pm UK, 5pm EU time~~,~~** Call details to be sent by Petra.