CCUF Management Group Meeting – January 15, 2013

**Attendees:**

MikeBrian Smithson – Ricoh

Matt Keller – Corsec

Miguel Bañón – Epoche

Mike Grimm – Microsoft

Simon Milford – SiVenture/ Cisco

Alicia Squires – Cisco

**Discussion:**

Agenda:

A. Arrange voting period for Governance Document  
B. Brian demo new tool option  
C. Planning for RSA CCUF Meeting  
D. Planning for May Ottawa Workshop  
E. Rotation/Voting in April/ per Governance  
F. Continue work from the from the 6 month game plan:

From the 6 month game plan:

1. ~~Prioritizing other suggestions and requests~~
2. ~~Getting material posted to TeamLab from the Workshop~~
3. ~~Next steps on governance~~
4. Next steps on TC/PP source catalog. – In progress
5. ~~Any communities that need to be created on TeamLab~~
6. Running out of space on free TeamLab… TeamLab pricing issues. – In progress
7. Terms of Reference updates from the various discussions – In progress
8. ~~CCUF discuss feedback and lessons learned from Second workshop~~
9. ~~Follow up with the CCDB to get the formal written response to our three main questions sent to them for the Workshop.~~
10. ~~Write a summary of the CCUF (or take from current website) and send it to the CCDB to be given to CC portal and any other nation willing to post links to the CCUF – In progress~~
11. ~~Back to monthly meetings on or about the 15~~~~th~~ ~~of each month?~~
12. ~~Assign any other AI’s coming out of the workshop and conference.~~
13. Come back to suggested work that was tabled.

***Governance/ and Governance Next Steps***

Voting on the Governance draft to start on January 23 (Wednesday) and end January 29 (Tuesday).   
Voting will be done by email (seeking volunteers): [vote@ccusersforum.org](mailto:vote@ccusersforum.org)

General rules of CCUF voting, as outlined in the Governance draft, will apply and be posted January 15.

The vote will be a ‘simple-majority’, where the Governance will be accepted if greater than 50% of the votes received are in favor.

Alicia will post on 1/15 the announcement with the rules and request for counters.

***Brian demo new tool option***

Brian is working on a tool option that could replace TeamLab if we choose to do so. It is based on some tools offered for free by our hosting company, GoDaddy.

***Planning for RSA CCUF Meeting***

Mike has reserved the conference room space at Microsoft for Monday, February 25. There are plans for a general CCUF membership meeting, and the USB Technical Community Kick-off (suggest before the general CCUF meeting), although no times have been set for either. There may also tentatively be some working time for CCUF MG members that are present that morning.

Matt will lead meeting from CCUF side. Should give an update on the management group activities (Alicia to send around a draft). Pre-announce Ottawa Workshop. CCRA meeting in December… any updates?

Time: 4PM-5PM PST? TBD with David in next week or so

Agenda: Introductions, CCUF MG update, Pre-announce Ottawa Workshop, turn over to CCDB participants

***Plans for CCDB-CCUF workshop in May in Ottawa***

With the announcement of preliminary dates, the schedule would be the following:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Monday, May 13 | Tues,  May 14 | Wed,  May 15 | Thur,  May 16 | Fri,  May 17 |
| **CCDB day 1** | **CCDB day 2** | **CCDB day 3** | **CCMB** | **CCMC** |
|  | **CCUF day 1** | **CCUF day 2** | **CCUF day 3** | **CCUF day 3.5** |

Petra has reserved two rooms at Oracle (16 people each, or combined 32 people). Alicia has reserved a 30-person room and a 12-person room at Cisco Tuesday through Thursday. Matt will follow-up with Jason Lawlor at CGI on any other space options. Matt will also talk to Robert about meeting accommodations (adding tables to their meeting spaces for a larger group).

Miguel will reach out to TC’s to see if there is an interest in meeting face-to-face during the workshop.

Following are the potential topics:

1. Report from USB TC?
2. How to form technical communities
3. TC/PP Source Catalog
4. Evolution of CC Working Group
5. End User involvement
6. Structured vulnerability testing
7. [open time for spontaneous CCDB assigned topics]
8. Any TC face-to-face meetings/kick-offs
9. Other topics proposed by CCUF members?

David wasn’t able to attend the meeting, so Alicia will follow-up with him over email to start to work out logistics of CCUF-CCDB interaction during the week.

***Rotation/Voting in April/ per Governance***

This was a misunderstanding that the term for part of the board was up in 2013. Per the Governance document it will be April 2014.

***Next steps on TC/PP source catalog***

This group is meeting next week to dig into BSI and French Schemes.

***Update on CC portal and any other nation willing to post links to the CCUF***

We now have live links from the CC Portal, NIAP site, and DSD!

***Running out of space on free TeamLab… TeamLab pricing issues***

We were granted our request for consideration as a “non-profit” group and provided with continued free access to TeamLab.

**Action Items:**

**Matt:** Get Location and dates for the next CCDB meeting – In Progress - COMPLETE

**Mike:** Availability of Microsoft space for a one hour meeting of CCUF at RSA (Monday, 2/25) – COMPLETE

**David:** ask Mark Loepker to have the CCUF information posted on the CC Portal – COMPLETE

**David:** Brainstorm with Mark Loepker on how to get end users from US cyber security and other geographies involved in the community, especially for purposes of outlining the threat. – 12/15/12

**PP source compilation group (Miguel):** Ensure that the 3GPP group is included in the catalog –In PROGRESS

**Brian:** explore Drupal ability for light-weight CCUF solution – CONTINUING WORK

**Alicia:** post announcement of voting for governance – 01/15/2013

**Alicia:** send draft CCUF MG activity summaries – 01/25/2013

**Alicia:** follow-up with David on RSA scheduling and agenda – 01/25/2013

**Matt:** reach out to Jason Lawlor at CGI to see if they have any other space options in downtown Ottawa for the Workshop – 01/25/2013

**Matt:** reach out to Robert Harland about meeting accommodations (adding tables to their meeting spaces to allow CCUF co-meeting with CCDB/CCMC) – 01/25/2013

**Miguel:** send offer to TC’s for face-to-face meetings during the Ottawa Workshop to determine interest and allow for planning – 02/14/2013

**Next Meeting time and topics:**

**11 AM EST/ 8 AM PST/ 4 PM GMT on Thursday, February 14.**

Continue above agenda