CCUF Management Group Meeting – August 27, 2013

# Attendees:

\*Matt Keller – Corsec

\*Miguel Bañón – Epoche

\*Mike Grimm – Microsoft

\*Petra Manche – Oracle

\*Simon Milford – SiVenture/ Cisco

\*David Martin – CESG

\*Alicia Squires – Cisco

Action Items:

**Alicia/Matt:** get confirmation that the room requests were able to be accommodated – July 23 – COMPLETE

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

**Alicia**: work on keynote – Aug 8 – COMPLETE

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

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

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

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

**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

### Preparations Wrapping Up

Still to be done:

Alicia- opening day slides: both CCUF and CCDB sessions

Session leaders – starter slides

Meal logistics and which meals

### General Meeting

The poll showed interest in a general CCUF meeting during the ICCC. It will be Tuesday at 6 PM in the Grand Sierra I Ballroom. It is unknown whether we will have a conference phone in the room. We will post an update with a dial-in if we find out in advance that one is available.

Agenda:

Workshop debrief (use CCDB closing session slides)

Open time for feedback from members

### CCUF MG Meetings

Tuesday (Sept 3) at 9 PM in the lobby lounge. [Alicia to send invite]

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 is practicing ☺.

# 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:

**Post ICCC**