

Here are the minutes from our call. You can always find our agendas and minutes online here:
<https://wiki.linuxfoundation.org/openchain/minutes>

== Attendees ==

Jim Hutchinson
Catharina Maracke
Sami Atabani
Mark Gisi
Bill Wienberg
Gary O'Neil
Mike Link
Kate Stewart
Jake McGowen
Miriam Ballhausen
Nathan Kumagai
Andrew Katz

(If I missed anyone please let me know)

== Project Update ==

Shane noted that Toyota was formally announced as our 11th Platinum Member last Thursday. We have also seen our Onboarding Work Team formally launched. A Governing Board meeting took place on 31st August, at this meeting we mainly tracked and confirmed that everything is on-target. Most importantly, we have Face to Face meeting coming up - October 25th (Wednesday) afternoon in Prague.

== Specification ==

Mark suggested that based on JIRA feedback "verification artifacts" needs to be defined further. What needs to be made clear is whether we are referring to an Artifact or assertion about an artifact. Bill noted that this issue originally occurred when translating.

Sami noted what organizations do depends on the policy used, perhaps examples would be useful. Mark noted that we should be more explicit without committing to a specific implementation. He further noted that examples would be a great deliverable for OpenChain Project but not the Spec itself.

Mark plans to revisit the verification artifacts over time, tighten them up one by one to make them easier to understand. Sami suggested we should ask organizations who self-certified for feedback.

Common agreement that “policy” is a noun and that it reflects what a company really does. Bill noted that “policies” are often aspirational, specifying you can use positive or negative cases to ensure organizations know their options.

Mark raised another JIRA feedback item: “G” is used for sections but “G” is not defined to mean “Goal” in the documentation. Sami noted that we originally started as “Goal” and was simply abbreviated. Mark noted that we will move forward with that.

JIRA 3: the terms compliance artifacts and verification artifacts can be confused. Mark tabled this as a discussion for later.

JIRA 4: the definition of identified licenses is a little circular. Mark tabled this as a discussion for later.

== Conformance ==

Miriam raised an opening question: Should we be more explicit about the compliance artifacts required by companies and who they should be made available to?

Mark noted artifact information is confidential information, and it is a choice by the companies in partnership deals to make certain information available to each other. Sami noted that we had discussed that self-certifying organizations may have to provide information on their certification details. Miriam noted that it may be useful for the team to check if someone is properly conformant. She further noted that making artifacts stored somewhere and to check such material would potentially be off-putting.

Sami seconded this and noted that having the ability to ask for further information about conformant organizations would be adequate. Mark concurred on this approach and perhaps improve the FAQ on this matter. He further noted the OpenChain provides a great tool to empower audits.

Bill noted that the burden would go way up if it was required for every organization to provide detailed artifacts. Mark further noted that if a company claims to be OpenChain conforming, you - as a purchaser - have the option to audit you. Gary noted that organizations may wish to make information public in certain cases and that we can support this through the self-certification website.

Miriam concluded that we need to update the FAQ and keep it open for Partner Program members to undertake audits in future.

The second topic discussed was definition of organization and legal entity. Miriam wanted to clarify if we see them as interchangeable terms. Sami noted we did briefly discuss in the past what might need to happen when a conformant company acquires another which is not

conformant yet and what should happen with regards to the conformance during the integration phase of the acquired company. Integration takes time for the new part of the company to follow policies and processes.

== Onboarding ==

Nathan provided thanks to Andrew Katz, Moorcrofts for submission of materials. He further noted that more submissions are welcome (anything you use to promote OpenChain).

New content underway:

- Infographic for audiences unfamiliar with open source
- Engineering-focused content

Current material available on GitHub: <https://github.com/OpenChain-Project/Onboarding>

Bill noted that the term onboarding is a hard to translate. Jim noted that “Quick Start” might be a useful alternative. Nathan concurred that an alternative term may be useful and said that this point would be explored during the next feedback cycle.

== Other notes ==

The meeting was concluded without further discussion.