

FIWARE Summit Program Committee meeting minutes

Meeting Information

Date/Time of the Meeting:	April 10th, 2016.
Name of the meeting:	FIWARE Summit Program Committee Meeting
Venue/bridge info:	https://global.gotomeeting.com/join/288023485
Version	1.0

Attendees

Programme	Organization	Name	Attendance (Y/N)
FIWARE Summit Program Committee Members:			
FIWARE Lab NED	Civity	Tom Willebrandts	
FIWARE Lab NED	elba-rec.nl	Arjan Ankerman	Yes
Foundation Member	Ubiwhere	XYZ on behalf of Rui A. Costa	
Accelerator	FundingBox	Roi Rodríguez	
Accelerator	FundingBox	Mayte Carracedo	
Accelerator	ISDI	Daniel Twal	Yes
Accelerator	Funding Box	Sanyu Karani	
Accelerator	FrontierCities	Bernardita	

Accelerator	Zabala	Miguel García	Yes
Mundus	Interinnov	Jacques Magen	
IoF	ATB Bremen	Harald Sundmaeker	Yes
IoF	WUR	Sjaak Wolfert	Yes
TSC	Martel	Federico Facca	Yes
FIWARE iHubs	Telefónica	Juan Marcelo Gaitán	
FIWARE iHubs	Adevice	Daniel Villalba	
Press Office	Ogilvy	Angeles Tejado	
Press Office	Ogilvy	María Suardíaz	
Press Office	Ogilvy	Pablo Honrubia	
Foundation	Foundation	Juanjo Hierro	Yes
Foundation	Foundation	Stefano de Panfilis	
Foundation	Foundation	Ulrich Ahle	Yes
Other	Innovalia	Oscar Lázaro	
Foundation Member	Team Dev	Andrea Cruciani	Yes
Foundation Member	Nec Lab	Ernoe Kovacs	
Mundus	UPM	Federico Álvarez	
Foundation	FIWARE Foundation	Garan Goodman	Yes
Foundation Member	Engineering	Lanfranco Marasso	
Accelerator	ISDI	Nacho de Pinedo	
Foundation Member	Smart Cities Lab	Olaf Gerd-Gemein	Yes
Accelerator	Frontier Cities	Sean Burke	
Other	Politecnico di Milano	Sergio Gusmeroli	
Foundation Member	NEC Lab	Stefan Gessler	Yes
Foundation Member	Orange	Pierre-Yves Danet	
Press Office	Ogilvy	Raúl Díaz	

Goal and agenda of the call

This call is the 2nd one of a series of confcalls that will take place to deal with the organization of the next FIWARE Summit in Utrecht, May 29-31.

The following are topics to be addressed during today's confcall:

- Introducing new members of the FIWARE Summit Program Committee: FIWARE Lab / FIWARE iHub Netherlands (NL)
- General questions about the FIWARE Summit event
 - Communication/dissemination
 - FAQ
 - Sync on shared files
 - Venue - logistics
 - Sponsorships
 - Side events
 - VIP Gala dinner
 - Evening event
 - Exhibition area
 - General agenda structure
- Discussion and Q&A for each of the defined tracks
 - Developers' track
 - Open Conference track
 - Community track (Community working meetings)
- Update on Workshop TM Forum Smart Cities
- AOB (Any Other Business)

In next confcalls, chairs of each of the defined tracks will report on status of defined actions. Discussion may lead on additional actions to be carried out. Each action should have a clear responsible and target date.

Introducing new members of the FIWARE Summit Program Committee

People from the FIWARE Community in the Netherlands (in charge of the FIWARE Lab and FIWARE iHubs of the Netherlands) have joined the FIWARE Summit Program Committee. They brought the offering to host the FIWARE Summit in Utrecht and negotiated it with the city.

General questions about the FIWARE Summit event

Dissemination / Communication

- Updated website <https://www.fiware.org/summit/2017/> & [flyer](#)
- PO will share these assets updated with the eventbrite & hotels availability w/o 10 (inside the community). Comms campaign will be activated w/o 17th

FAQ (Frequently Asked Questions)

We will produce a FAQ section with general questions for which the answer has already been provided so that they are not repeated after some calls. It will be also useful for newcomers. This section will be available at the end of pre-minutes.

Before raising any question, people will be asked to first check whether it has been answered in the FAQ.

As an example: the question about whether financial support will be provided by FF to speakers was answered in the previous confcall and you will be able to find out the answer in the FAQ section and the end of this pre-minutes.

Sync on shared files

Please avoid to create google drive docs out of the already shared files. If you need to create shared working documents within a given Domain Committee (DC), please use the templates shared by Juanjo in the different emails sent as kick-off of the different DCs.

- [Smart Cities](#)
- [Smart Industrie](#)
- [Smart Agrifood](#)
- [FIWARE Mundus](#)
- [FIWARE iHubs](#)
- FIWARE Accelerator (pending)

A first sketched **agenda** is available [here](#) - this agenda will only be edited by the press office and we will be updating it with confirmed agenda info & speakers.

The **scope** of each of the six parallel track of the programme, including target audience should be described [here](#) - You should use this file to build your agendas regardless of whether you want to work with draft documents in your own DC folders or not. This will avoid mismatches. There's also a tab to add main content for dissemination of these sessions.

AP on each of the chairs of DCs to update this last spreadsheet whenever they make an update on the agenda of their parallel tracks.

Ulrich: responsables of the agendas for each of the parallel tracks should align on the time slots where breaks will be programmed. **AP** on FIWARE Press Office to define time slots for breaks and communicate to chairs of each parallel tracks.

Venue - logistics

From previous meetings:

Info about logistics can be found at:

- https://docs.google.com/document/d/1Jk1FxtjhESIsNMF_DINDBd_t5rRhWQI7o4WXar-2qLY/edit?usp=sharing

Status/Discussion:

AP on Harald/Sjaak to confirm whether they will use the Auditorium during first day and for how long. Deadline: next confcall. For details on the IoF2020 proposal check the [Scope of Parallel Tracks sheet](#). - No decision yet but IoF2020 commit to come with answer within the following two weeks.

AP on Press Office to finalize eventbrite website. Done:

<https://www.eventbrite.com/e/fiware-summit-2017-tickets-33390335392> - Password 2ndSummit

Pending to publish after update on agenda and agreement on Ticket Pricing

- Standard Price: €149
- Individual Members: €119
- Platinum/Gold Members: €99 (we will supply you with a code for your sponsors - AP Garan)
- Startups: €49
- Students: Free
- Presenters / Utrecht City Hall / FIWARE Lab NL: Free

Ulrich: we have to come with an approach where we open the registration for students not at the beginning but only two weeks before the event. This way, we will have an estimation of how many tickets for students will be fine.

AP on Press Office to come with recommendations about how to book. **Done** - Pre-visualisation landing page for booking https://bookingbydesign.com/index.php?c_id=170

Sponsorships

Sponsorship of the event comes with some requirements we have to check it is ok:

- Opening Mayor City of Utrecht
- Logo's in all the communication (on- and offline)
- 15 Free tickets for three days for each sponsor
- 4 Free places for the Gala dinner for each sponsor
- Possibility for a Key Note (KPN and Deloitte will probably offer a Key Note speaker on stage)

It was clarified that these sponsors have been organizations who have agreed to cover the costs of rooms, basic catering, etc that was offered to host the FIWARE Summit in Utrecht.

Ulrich: who are the sponsors? Arjan/Tom: list not finally closed. There will be a meeting tomorrow.

Ulrich: how much time should we book for the Major? Arjan/Tom: we will come with a response after the meeting tomorrow.

AP on Arjan/Tom to come with response to these question after the meeting tomorrow.

Ulrich: we have invited Mario Campolargo from the EC (Deputy DG DIGIT) and Willen Jonker (EIT Digital) and both have accepted.

Ulrich: do we know what would be the keynote from KPN be about?

Ulrich clarifies that plenary sessions will take place during the second day from 09:00am to 11:00am and during the third day, from 11:30am to 13:30pm.

Side-events

There may be some rooms during the Summit available for some side events. Some come as request/suggestion by sponsors:

- Experience room IoT (KPN)
- Smart Projects Utrecht Region: showcases/experience room
- G32 Meeting Room
- OASC Meeting
- Lighthouse Meeting

Juanjo: We have to make sure what the contents of these workshops on “IoT” from KPN and G32 are going to be about since it has to be actually connected to FIWARE. **AP** on Arjan/Tom to come with more information we can double-check.

Juanjo: Pending of confirmation by TM Forum, we want to run a joint FIWARE/TM Forum workshop with frontrunner OASC-FIWARE cities (see AP below). We look forward participation of cities from the Netherlands.

VIP Gala Dinner (Monday 29th evening)

20/25 seats in total. Sponsors should join. Local startup heroes/investors, other VIPs ?

AP on Press Office and Ulrich to come with a first list of VIP guests. **Rev:** AP on Ulrich and Tom

AP Tom to agree on format. FIWARE mission and passion should be transmitted (Ulrich should give a few words)

Garan: question to Arjan/tom: Is the VIP Gala dinner expected to be a formal or informal (stand-up) dinner. Answer: informal although we want to double-check.

AP on Tom/Arjan to come soon with info about venue where VIP Gala dinner will take place.

Evening Event

There will be an evening event on Tuesday evening. **AP** on Press Office to find the proper venue (could be the venue of the event or not). Polar proposed with a **startup fireside chat** at the after event.

Exhibition Area:

AP on Press Office to come with a proposal regarding how the Exhibition area will be organized. **Just at the entrance, not around the Polar.**

AP on Press Office to share proposal regarding booth setting. The proposals made by the venue were not that much appealing so the FIWARE Press Office is working in a design. We are plenty of space so no real limitation about number of booths.

AP on Press Office to create a tab in some of the shared spreadsheets where suggestions about showcases coming from startups or large solution providers can be made.

General agenda structure

From previous meetings:

General info about agenda can be found at:

- <https://docs.google.com/document/d/1ioHQEf7cF6WJDQytC-jU7bLVpTgO59Q2puPftj75Dug/edit?usp=sharing>

Status/Discussion:

AP on Press Office to investigate about issues raised by Daniel Twal regarding eventbrite. **Done.** We will use Eventbrite as we do not use it for emailing, just to gather attendees. All the comms are managed through professional emails.

AP on Juanjo to confirm organization of a TM Forum - FIWARE Foundation joint workshop.

AP on Press Office to send mails to the different MSCs and Domain Committees to check if they would need to use some room on Wednesday afternoon after closing of the official event. **Should be discussed within this committee and each of the chairs should ask through their own list - See below FIWARE Community Meetings**

AP on the FIWARE Press Office to contact Miguel and gather more details about his proposal regarding “how startups can raise EU public funding”. **DONE**

- Sessions how startups can raise EU public funding: (intro 30 mins) + 2 sessions 30' (same one) - Chair Miguel García - **Proposed slots: ideally on day 1 at 11AM onwards and the second day.**
- FIWARE Lab NL partners (KPN, Deloitte)

Developers' track

From previous meetings:

The developers' track will be running during the three days:

- A full-day Developers' Primer will take place during day 1
- An agenda of “how-to” sessions will take place during day 2
- Bilateral meetings with SMEs for technical coaching will take place during day 2 and 3

Status/Discussion:

AP on Press Office to send Juanjo and Federico details about Internet bandwidth provided in the venue by default. **DONE** AP on Juanjo and Federico to provide response and details about requirements to be met. Juanjo/Federico: we didn't have time to review this but will come soon with a response.

Developers' Primer (day 1)

Status/Discussion:

AP on Juanjo to provide agenda of the Developers' Primer training course on day 1. Juanjo: the one in the current draft agenda is the current draft, now finding out who might be the speakers.

How-To sessions (day 2)

From previous meetings:

Federico Facca will take care of the agenda this second day. He will rely not only on developers of the FIWARE Platform but also some SMEs early adopters of FIWARE who may share their experience and elaborate on architecture design patterns (Antonio Jara and others).

Status/Discussion:

Federico will discuss with Angeles whether two rooms will be available or not before setting up the agenda.

AP on Federico to come with agenda of "how-to sessions" for day 2. Juanjo/Federico: still working on it.

<https://docs.google.com/document/d/11g3sjwG-RedMPaly4cr6QyPgGfmq9W4bPy4CxnYuaaY/edit>

Form to collect information about SMEs using FIWARE who wish to share their experiences:

<https://docs.google.com/forms/d/e/1FAIpQLSd4KJP-iQP0HvZb4VOqGduc2l44j8i4ANhg6K2NWQY-6uCNQ/viewform>

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Technical coaching sessions (day 2 and 3)

From previous meetings:

Two approaches:

- Bilateral meetings - in which case we would need to manage some sort of calendar of bilateral appointments with available experts
- More open Q&A session - but in this case this probably could (or should) be covered through the how-to open session

The concrete structure could be discussed in the next Conf Call.

Status/Discussion:

AP on Juanjo/Federico to come with a concrete proposal regarding organization of technical coaching sessions. Juanjo: We are planning to have a confcall with responsible of accelerators programs and IoF2020 to discuss how this could be organized.

Open Conference track (day 2)

Plenary session

From previous meetings:

Plenary session will take place from 09:00 to 11:00. No parallel activities will take place at the same time. + 2 hours during day 3.

Status/Discussion:

Points for the agenda:

Day 1:

- Institutional welcome speeches - how long?
- Keynote speeches (eventually from sponsors of event): Mayor, Industry representatives...
- FIWARE Foundation presentation (status, including last achievements)

Day2:

Sponsors representative, Cities representatives, Industry representatives.

AP on Ulrich to come with agenda for the plenary. Tom Willebrandts & Arjan to come with a proposed agenda/participation:

- Opening Mayor City of Utrecht
- Possibility for a Key Note (KPN and Deloitte will probably offer a Key Note speaker on stage)
- Possibility for side-events / rooms during the Summit, for example
 - Experience room IoT (KPN)
 - Smart Projects Utrecht Region: showcases/experience room
 - G32 Meeting Room
 - OASC Meeting
 - Lighthouse Meeting

Parallel track on Smart Cities

From previous meetings:

Chair: Olaf-Gerd Gemein; co-chairs: Rui Costa, Lanfranco Marasso; FIWARE Foundation: Juanjo Hierro

- Suggested speakers to be added in shared doc by chair Olaf
- Workshop TM Forum - Day 3 afternoon?
- Focus on (Germany, Netherlands, Belgium, Poland, Denmark, Finland, Sweden, Norway, Estonia, etc...)
- Support from Mundus to attract people outside Europe
- Porto Hackacity to be added to the programme

Status/Discussion:

AP on Press Office to contact Porto and check whether there is an opportunity to run some activities during the FIWARE Summit in relation to the Hackacity event. **Done - asked for a Conf Call**

AP on Olaf/Juanjo to invite Antonio Jara to join the Smart Cities Domain Committee(**done**).

AP on Olaf and co-chairs to arrive with a first draft of agenda to the next FIWARE Summit Program Committee follow-up confcall. **Done** : Check [doc](#) shared by Olaf.

AP on Angeles and Olaf to work together to refine the agenda so that timing of this track aligns with that of others (times for breaks, etc).

Ulrich: if Mr. Yasunori Mochizuki is going to talk also in the Smart Cities panel, we will need to sync on that because he will also be speaker in the Smart Industry panel. Olaf: that is fine.

Parallel track on Smart Industry

From previous meetings:

Chair: Ernoe Kovacs (NEC); co-chairs: Oscar Lázaro, Sergio Gusmeroli; FIWARE Foundation: Ulrich Ahle

Suggested speakers: Siemens, Industrial Data Space (Juanjo and Ulrich will have a meeting in the Fraunhofer to comment on their participation), NEC Japan, TNO (Netherlands), Representative from EC - Digitising European Industry?, Industrial Internet Consortium - Richard Soley, someone from ROS-2?

FITMAN implementations www.fiwareforindustry.eu - Review inheritance Factories of the Future initiative. H2020: C2NET or CREMA or PSYMBIOSYS or BEinCPPS - "Connected Factories" FAR EDGE and AUTOWARE in Factory Automation, vFOS and NIMBLE in Collaborative Manufacturing and Logistics). Experiences coming from these projects may be brought for designing the agenda of this track.

EIT Digital High Impact Initiative OEDIPUS in digital industry is coordinated by SIEMENS (Reiner Ufrecht) and one of its tasks, led by Engineering and with CR FIAT as use case, is devoted to “Plant condition monitoring” using the FIWAREforIndustry Industrial IOT platform. This is also a good candidate.

2-3 hours session about “FIWARE for Industry: achievements and new challenges” where to present FITMAN (e.g. TXT INNOVALIA + 1-2 industrial cases); and the evolution of FIWARE components in H2020 Projects and in EIT DIGITAL OEDIPUS (ATOS NISSATECH DFKI ENGINEERING FINCONS SUITE5). We could have a final panel “Implementing Industry 4.0 with FIWARE” where to discuss pros and cons of FIWARE for Industry 4.0.

Status/Discussion:

AP on Juanjo to put eProxima in contact with Ulrich.

AP on Juanjo to contact Richard Soley and invite him to join the Summit as speaker. **No available.**

AP on Ulrich and co-chairs to arrive with a first draft of agenda to the next FIWARE Summit Program Committee follow-up confcall.

Parallel track on Smart Agrifood

From previous meetings:

- Chair: Andrea Cruciani; co-chairs: Harald Sundmaeker, Sjaak Wolfert; FIWARE Foundation: Stefano de Panfilis

Status/Discussion:

AP on Andrea and co-chairs to arrive with a first draft of agenda to the next FIWARE Summit Program Committee follow-up confcall. [Updated agenda.](#)

Suggested speakers to invite:

- Agriculture associations
- Representative from the EC?
- Canada associations who have expressed their interest in FIWARE
- Representatives of “Powered by FIWARE” solutions
- lot Producers (Libelium?) EC and National Agencies Agriculture. Voice of the users: Farms, Large Farms, Multinational companies Agrifood, some real-life actors. Success Stories (call for speakers to discover new companies interested - check current SMEs lists)

Status on contacts: www.smartagrimatics.eu

Andrea Cruciani: currently working on the agenda. They want to tackle the different points in the Smart Agrifood value chain.

Andrea ask for the availability of rooms -

Community track (Community working meetings)

FIWARE Community meeting will take place during the day 1 (“internal” meeting only for FIWARE Foundation members, following a similar schema to the one in the FIWARE Summit in Málaga) and, in parallel, open to anyone who wish to join, during day 3, from 09:00 to 11:00.

General questions to solve:

- Q1: parallel first then closing plenary?
- Q2: starting time on Monday?

Discussion will take place through the corresponding MSC mailing lists and they will be encouraged to come up with a proposal to the next FIWARE Summit Program Committee follow up meeting. **AP** on Juanjo and the FIWARE Press Office to kick-off this discussion.

FIWARE Mundus

Status/Discussion:

Chair: Jacques Maguen

FIWARE Accelerator

Status/Discussion:

Chair: Roi Rodriguez

FIWARE iHubs

Status/Discussion:

Chair: Daniel Villalba

FIWARE Domain Committees

Status/Discussion:

Members of Domain Committees are responsible of parallel Domain tracks on day 2. However, they may agree to meet either on day 1 or from 09:00 to 11:00 on day 3.

AP on FIWARE Domain Committee chairs to confirm whether they want to setup a dedicated internal meeting for members of the Committee during the FIWARE Summit. Indicate preferred day, duration and number of people.

FIWARE Technical Steering Committee

Status/Discussion:

AP on Juanjo to provide input about requested meeting rooms if the FIWARE TSC is going to meet at the FIWARE Summit. Juanjo: we are not planning a FIWARE TSC meeting at the moment.

FIWARE Mexico meeting

Status/Discussion:

AP on Press Office to confirm with FIWARE Mexico representatives whether they will need rooms or not at the FIWARE Summit. **Done**. Yolanda Ursa answered that FIWARE Mexico will not be able to join the Summit.

IoF2020

Status/Discussion:

There is an AP, already identified earlier in this call to responsible of the IoF2020 project to come with confirmation about whether they are going to use the Auditorium on the first day. Check IoF proposal [here](#).

Update on Workshop TM Forum Smart Cities

We would like to run one of the series of workshops trying to engage FIWARE/OASC front-runner smart cities in Utrecht.

Information about the goals of these kind of workshops can be found [here](#).

Target goal is to engage at least cities from the Netherlands (we would need the active involvement of the FIWARE Community in the Netherlands) as well as some other cities we will invite.

AP Juanjo, Arjan, Tom get cities involved.

Any other business

Next FIWARE Summit Program Committee follow-up confcall:

Next follow-up confcall will take place on Tuesday, **April 18th, 14:30 CET**.

Background info

FAQ (Frequently Asked Questions)

Will financial support (e.g., reimbursement of travel costs) be provided by the FF to speakers?

In general we will not take over travel cost of speakers. But if there would be a real interesting person we would like to have there, the BoO will decide on an exception.

Useful Resources

Landing page for the FIWARE Summit:

<http://fiware.org/summit>

Shortcut to eventbrite page for registration (private):

<https://www.eventbrite.com/e/fiware-summit-2017-tickets-33390335392> - Password 2ndSummit

Overview:

- Venue&Logistics_

https://docs.google.com/document/d/1Jk1FxtjhESIsNMF_DINDBd_t5rRhWQI7o4WXar-2qLY/edit?usp=sharing

A first sketched **agenda** is available at:

<https://docs.google.com/spreadsheets/d/1dqrOQmR-CqEYpeI10aXNPvD6WHgvDgl6KN3z7jyOm0/edit?usp=sharing>

The scope of each of the three parallel track of the programme were described including target audience:

https://docs.google.com/spreadsheets/d/1P_8jziAFJkGeliFirCLEpyWtWzn_q7tISAx5SanE_LU/edit?usp=sharing

Spreadsheet with info about expected audience and current progress on confirmations and registration:

<https://docs.google.com/spreadsheets/d/1bWuYKT2YCAUkvEsGCgAXtVS9wq13iD7r4y0eZjoQz0U/edit?usp=sharing>

Logistic matters

Updated on website <https://www.fiware.org/summit/2017/>

- List of recommended Hotels:
https://bookingbydesign.com/index.php?c_id=170 - To be published soon
- Link to Map with venue & Hotels:
https://drive.google.com/open?id=1z7Rs__3jUNLfipAGZwQRS8GVGJY&usp=sharing
- Floor Plan & Venue details
<https://www.dropbox.com/sh/27qewvfd4znxe2e/AAAcitt7ZajJ3CKXhBJ2xixra?dl=0>
- Logistics
- Content kit:
- General description/presentation of the event:

Link to all the materials:

External speakers Invitation (very important to review):