

# FI-NEXT MC meeting minutes

## Meeting Information

Date/Time of the Meeting:	April 4, 2018. 15:00-16:00
Name of the meeting:	F-NEXT Management Committee (MC) meeting
Venue/bridge info:	<p>Please join the meeting from your computer, tablet or smartphone. <a href="https://global.gotomeeting.com/join/462139909">https://global.gotomeeting.com/join/462139909</a></p> <p>You can also dial in using your phone. Germany: +49 69 5880 7802 72</p> <p>Access Code: 462-139-909</p> <p>First GoToMeeting? Try a test session: <a href="http://help.citrix.com/getready">http://help.citrix.com/getready</a></p>
Version	1.0
Previous minutes	<a href="https://docs.google.com/document/d/1tPDipF4Y-nD8bPTnv_1kpi_zOfW-ReGH68y2CSXKVhM/edit#heading=h.jtqzq77kj71g">https://docs.google.com/document/d/1tPDipF4Y-nD8bPTnv_1kpi_zOfW-ReGH68y2CSXKVhM/edit#heading=h.jtqzq77kj71g</a>

## Attendees

Name	Organisation	Participation (Y/N)
Stefano De Panfilis	FIWARE Foundation	
Fernando López	FIWARE Foundation	
Juan Jose Hierro	FIWARE Foundation	Y
José Ignacio Carretero	FIWARE Foundation	
Charlotte Kotterman	FIWARE Foundation	Y

Angeles Tejado	FIWARE Foundation	Y
Ulrich Ahle	FIWARE foundation	Y
Laura Pucci	Engineering	Y
Davide Dalle Carbonare	Engineering	
Alessandro Portosa	Engineering	
Alfonso Pietropaolo	Engineering	Y
Mauro Pecetti	Engineering	
Clara Pezuela	ATOS	Y
Burak Karaboga	ATOS	
Gilles Privat	Orange	Y
Pierre-Yves Danet	Orange	
Saul Labajo	NaevaTec	
Federico Michele Facca	Martel	
Silvio Cretti	FBK CREATE-NET	
Daniele Santoro	FBK CREATE-NET	Y
Gael Maugis	Images et Reseaux	
Cristian Cmeciu	Images et Reseaux	
Sean Murphy	ZHAW	Y
TMB	ZHAW (remote)	
Philipp Slusallek	DFKI	
Torsten Spieldenner	DFKI	Y
Joaquín Salvachúa	UPM	Y
Álvaro Arranz	Ficodes	Y
Miguel Jiménez	UPM	Y
Francisco de la Vega	UPM	

Carmen Mac Williams	Grassroots	
Neil Hernandez Gress	Tecnológico de Monterrey (ITESM)	
Miguel Gonzalez Mendoza	Tecnológico de Monterrey (ITESM)	
Ariel Lucien García Gamboa	Tecnológico de Monterrey (ITESM)	Y
Nestor Velasco Bermeo	Tecnológico de Monterrey (ITESM)	
Hugo Estrada	INFOTEC	
Karen Najera	INFOTEC	
Blanca Vázquez	INFOTEC	
Davide Zerbetto	Engineering	
Peter Muryshkin	Fraunhofer IAIS	
Chandra Challagonda	APInf Oy	

## Links to FIWARE - TSC Enablers Dashboard

Day Dashboard:

<https://docs.google.com/spreadsheets/d/1yyZNUIAPDcqnD-gloGOd5SZfVDJXO36G75xTDL0HgA/edit#gid=0>

Overall Dashboard:

[https://docs.google.com/spreadsheets/d/1dfDTonsvVuluYAh-rEIYzTkGE0v-q9LZV0gzV\\_GPdxw/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1dfDTonsvVuluYAh-rEIYzTkGE0v-q9LZV0gzV_GPdxw/edit?usp=sharing)

## Proposed agenda topics

Following is a list of proposed agenda topics to be covered during the meeting. It comprises:

- Analysis or review recommendations
- Progress on the various wps/tasks including deliverables
- Status of the different Deliverables to be submitted.
- AoB

## Addressed topics

### Analysis on review recommendations

- A shared doc has been created where to list and plan contingency actions. It is available at:  
[https://docs.google.com/spreadsheets/d/1UM\\_mLt1JQ2d1y8M1J1SAy5AWjwujMCcInfRnNVSCOIY/edit#gid=0](https://docs.google.com/spreadsheets/d/1UM_mLt1JQ2d1y8M1J1SAy5AWjwujMCcInfRnNVSCOIY/edit#gid=0)
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### Progresses on the various WPs

#### WP1

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#### WP2

- Task 2.1: Support to the TSC
  - **AP**: Stefano: to push the discussion on analytics about GE usage to the TSC  
[https://docs.google.com/spreadsheets/d/1dfDTonsvVuluYAh-rEIYzTkGE0v-q9LZV0gzV\\_GPdxw/edit#gid=1452860397](https://docs.google.com/spreadsheets/d/1dfDTonsvVuluYAh-rEIYzTkGE0v-q9LZV0gzV_GPdxw/edit#gid=1452860397)
  - Federico: suggesting to measure the issues open/closed in github
  - **AP**: FF to implement this new measure for the next PCC meeting
  - Elections for TSC have been triggered
    - What about X-chapter? (e.g. QA team, SCRUM activities, ...)
- Task 2.2: SCRUM Master activities
  - Installation and Definition of Atlassian Agile Board for the chapters.
  - Provide a project in order to create automatically the Report of activities in order to publish the deliverable D2.4
  - Example of Agile Boards:
    - Lab:  
<https://jira.fware.org/secure/RapidBoard.jspa?rapidView=2&view=planning&selectedIssue=LAB-2544>
    - Ops:

<https://jira.fiware.org/secure/RapidBoard.jspa?rapidView=3&view=planning&selectedIssue=OPS-1983>

- Task 2.3: FIWARE Quality Assurance Lab
  - D2.5 delivered
  - D2.6 under finalisation (stefano delaying ...)
  - The work is progressing according to the plan
  - **Challenge:** automatize the QA process (practical approach) as much as possible in order to have an environment precise and not requesting too many resources. Clear and precise plan for carrying out this task before end of the project is required.
- Task 2.5 now is implemented by FF staff (Charlotte and Verus)

### WP3

- Work progresses on the IDS pilots.

### WP4

- Task 4.1: FIWARE Lab overall coordination
  - Finished the deliverables D4.2.
  - Working to publish the SLA levels in terms of resolution of tickets and node availability.
  - Need to define a proper response about the measurements.
  - Start to apply JIRA AGILE methodology, first really Agile Sprint on going both in Lab and Ops.
- Task 4.2: FIWARE Ops
  - Finished the deliverables D4.5.
  - Resolved problems related to monitoring components.
  - Created FIWARE SLA.
- Task 4.3: FIWARE Lab Nodes
  - Working to join Indian node by April.
  - Working to recover the functionality of SaoPaulo node
  - D4.3 almost ready, just a few problems with nodes SLA (will be started a new amdm to merge D4.7 in D4.3)
  - Yesterday we fixed the Agile component of FIWARE Lab
  - Some problems with Budapest and Volos
- Task 4.4:
  - Initial coordination of task actions.
  - Planning to provide the roadmap of the next steps of the FIWARE Catalogue and

- FIWARE Academy.
- Assigned also FIWARE Cloud Portal inside the activities of the task.

## WP5

- ...

## AoB

A physical meeting advisable on 7th may, starting at 11:00 to allow people to travel on the same day, co-located with the FIWARE summit. The meeting to have two main slots: managerial and content (fiware lab and qa sustainability, other issues may be added later).

WP meetings to be organised as well

**AP:** to check with Angeles about room availability on 7th.

## New Action Points

New APs identified during the meeting or still not in JIRA are given a temporary code (following the convention “AP-”<date using format yy.mm.dd>”-”<number>”). It will be replaced with the corresponding ticket number in JIRA once the ticket is created:

## Action Points

Number	Description	Owner	Deadline	Status
AP-17.03.01-005	Definition of ToC D3.1 (Technical Roadmap v1)	Juanjo	17.03.31	Open
AP-17.03.01-008	Definition of ToC of D5.3 (Report on communication, on-line channels and promotional material)	Stefano	17.03.31	Open

AP-17.03.01-009	Definition of mechanism to perform the QA tests.	Stefano	17.03.31	Open
AP-17.04.12-010	(in behalf CONACYT and ITESM) to send the final figures approved	Miguel	17.05.03	Open
AP-17.04.12-011	To provide a list of supported GERis to the QA team.	Juanjo / Stefano	17.04.19	Open
AP-17.05.03-014	Should we create specific FI-Next mailing lists?	Stefano	17.05.17	Open
AP-17.05.03-015	Provide roadmap details about the IoT Broker (and IoT Discovery) into the IoT Roadmap.	Stefan Gessler	17.05.17	On Going
AP-17.05.03-016	Provide roadmap details about the IDAS (IoT Agents) into the IoT Roadmap.	José Gato	17.05.17	On Going
AP-17.05.03-017	Pending XML3D content in the definition of the Roadmap.	Torsten Spieldenner	17.05.17	Open
AP-17.05.03-018	Pending the definition of the Data Roadmap.	JM Cantera	17.05.17	Open
AP-17.05.03-019	Pending the definition of the Roadmap if the I2ND.	Fernando (on behalf eProssima)	17.05.17	Open
AP-17.05.03-020	Pending the definition of the Security Roadmap	Álvaro Alonso	17.05.17	Open
AP-17.05.03-021	Presentations about the use of semantic (RPF, JSON-LD) with Orion.	Fernando / JM Cantera	17.05.24	Open