Topics

- Agenda for Tomorrow 9/22
  - Gabe nomination for chair (Wayne, 2nd Martin)
  - Announce general process update for C&C WG
    - Feedback
  - Announce process for Work Items
    - Feedback
  - Check in on Presentation Exchange timelines and roadmap
  - Special topic call: Revocation

- General Management Processes for Group Chairs
  - Create standard agenda format, including IPR announcements, recording announcements, etc.
  - Agenda sent to mailing list the week before (i.e., Friday the latest)
  - For scribing, we rely on recordings + Otto for transcription
  - [Notion hosts](#)
    - Charter
    - Active/Past Work Items
    - Agendas--update during meeting
    - Links to Recordings + Transcriptions
  - Idea list for topics to address on special topic calls or during general meetings, i.e. revocation, user interfaces, etc.
  - Slot "Special Topic" meetings into the same table as bi-weekly meetings
  - 2 Chairs Present, rotate responsibilities

- Process for Work Items
  - Need two work item owners to create a new work items
  - github.com/decentralized-identity/claims-credentials
    - README
      - Link to Notion
    - CONTRIBUTING.md
    - LICENSE
    - work_items/
    - templates/
  - We recommend people first make a GH issue that describes the work item in human readable terms, with support from at least one other work item owner.
  - People make PRs against the main repo with a new work item template, including multiple owners. We will provide the work_item.md template in a templates/ directory.
  - After approval, Chairs figure out how to resource the requests using DIF resources. (regular Zoom meeting)
  - Most immediate two/three
    - [VC Marketplace](#) (Affinidi)

- - - ■ Mitigating Privacy Risks in Biometrics Credentials (John Callahan)
      - ■ Credential Revocation? (Martin)
    - ○ ⅔ approvals from chairs for work items, submitting chair must recuse self

Next steps:
- Wayne to ask Balazs how to access recordings + Otto transcriptions