

New Document Location Here:

https://docs.google.com/document/d/1UtrUEZouFNpqXo1pdklbek0f9g_LdF9JlI4FGfgo0Yw/edit#

OMF wg-ops meeting

Open Mobility Foundation Working Group Operations meeting, discussing high level operations of the OMF. Open to all. Video conference details, dates and times, agendas, attendees, and minutes listed here.

This Google Doc:

<https://docs.google.com/document/d/1JZ2Afay-qOAWHlvY1BIRyHZcq4tC0sSmJlhl6plZyLQ/edit?usp=sharing>

Wiki:

[https://github.com/openmobilityfoundation/mobility-data-specification/wiki/Working-Group-Operations-\(wg-ops\)](https://github.com/openmobilityfoundation/mobility-data-specification/wiki/Working-Group-Operations-(wg-ops))

Call in Details

<https://us02web.zoom.us/j/81947905141?pwd=bHpSeUF2c2lJUG8wSEdLV01xcGYvdz09>

Meeting ID: 819 4790 5141

Password: 023240

One tap mobile

+19294362866,,81947905141#,,1#,023240# US (New York)

Proposed Topics for Future Meetings

Add your ideas here:

-
- ...

Bigger to dos:

- Onboarding overview, how to participate, intro to github - for community and WGSC
- Shorten approval time via board vote - Oct 28 meeting
- Unsanctioned projects page to highlight member work - Wiki/webpage

Meeting 21

September 23, 2020, 8am PT/11am ET

Agenda/Minutes:

- [1.0.0 Upgrade guide](#)
 - ☐ Add a part about how you can suggest new features/docs/FAQs
- MDS Version/Policy Guidance
 - [Policy Language](#)
 - [Version Guidance](#)
- What is a better term for 'supported' releases?
 - Currently changed to 'Recommended' and 'Not Recommended' Releases
 - Could be 'Current' and 'Older' releases
 - Includes last 2 major releases - 1.x.x and 0.4.x
 - Includes documentation, patching, and promotion of these releases
 - Encourage everyone to use and adopt the last 2 major releases and not use the previous ones.
 - ☐ Update in the [governance docs](#)
 - ☐ "Maintenance" wording - for recommended (possibly older) versions
- ...

Attendees:

- Michael Schnuerle, OMF
- Mark Maxham, E&A
- ...

Meeting 20

September 9, 2020, 8am PT/11am ET

- CANCELLED

Meeting 19

August 26, 2020, 8am PT/11am ET

Agenda/Minutes:

- mds-core repo maintainers (Max/Neil)
 - Unsanctioned projects page to highlight member work
 - Pull from architectural landscape doc and note that code is promoted by OMF but could be approved for OMF inclusion later through a formal process
 - Showcase member projects
 - OMF is tip of the innovation spear and part of a larger open source community
 - One way OMF can elevate the good open source work of members
 - MS to start work on this page with Angela + Jascha
- academic membership in OMF? (Max)
 - Question is not resolved, could be advisor
- Intro to github, onboarding overview, how to participate - docs in progress (Michael)
 - Starting with WGSC members and then published online

Attendees:

- Michael Schnuerle, OMF
- Neil Goldader, E&A
- Jascha Franklin-Hodge, OMF
- ...

Meeting 18

August 12, 2020, 8am PT/11am ET

Agenda/Minutes:

- WGSC nominees and how they will run meetings

Attendees:

- Michael Schnuerle, OMF
- Jascha Franklin-Hodge, OMF
- John Ellis, E&A
- Mark Maxham, E&A
- Alyssa Haerle, Circuit (microtransit)

Meeting 17

July 29, 2020, 8am PT/11am ET

Agenda/Minutes:

- Review [release status](#) pages
 - Release 1.0.0 [status](#)
- New [release process/guidelines](#) work
- MDS [version guidance document](#)
- Github profiles - how's everyone's profile lookin'...?

Attendees:

- Michael Schnuerle, OMF
- Jascha
- John Ellis
- Mark Maxham
- Angela G

Meeting 16

July 15, 2020, 8am PT/11am ET

CANCELLED

Meeting 15

July 1, 2020, 8am PT/11am ET

Agenda/Minutes:

- Release 1.0.0 progress - see [draft release notes](#)
 - Thanks to Kegan for working on this and the schemas
- Status of Github profile updates - add to [contributing guide](#), [PR template](#)
 - Attendees liked the changes. Feedback welcome
- ☐ MDS purpose doc - in progress with page on OMF website : What is MDS?
- Use cases - Jascha and Michael need to reach out to more cities to fill this out
- OMF recommending releases/review 0.x release support policy
 - Some providers are still using 0.4.0 as their latest
 - Questions about what OMF means by latest supported versions
 - What is support vs approved?

- OMF does provide support with “[Ongoing version support](#)” language
- Support in release guidance means bug fixes, doc updates, [hotfixes](#), issue tracking
- Example language from city policy, like requiring the latest supported versions
- MDS Version Guidance Document
 - [x] MS - Draft as a Google Doc, circulate for feedback
 - Semantic version update major.minor.patch
 - API notice in header?
 - Lives in Governance repo as a page for PR ability
 - Sample city permit language
 - Provider adoption guidance, lag
 - Define support: docs, bug fixes, critical patches, general support for last 2 minor versions
 - Example of wording in a city letter after a release that suggests 90 days for providers to adopt, 45 days to sandbox, provide key dates and dates for switch over.
 - Guidance for 3rd parties and contractors, to ensure latest data and features are implemented.
 - OMF should encourage everyone to support the MDS ecosystem by adopting new releases.
- Release Status Wiki Page in Governance
 - [x] MS - Frequently updated info about current releases and where we are in the process

Attendees:

- Michael Schnuerle
- John Ellis, Ellis & Associate
- Jascha Franklin-Hodge, OMF
- Neil Goldader, Ellis & Associates
- Henri Bourdeau, BlueSystems
- Brian Ng, E&A
- Jane, E&A
- 3 others

Meeting 14

June 17, 2020, 8am PT/11am ET

Agenda/Minutes:

- Release 1.0.0 progress - see [draft release notes](#)
- Audit API PR
- Mds-core - draft city engagement info
- Asking Github contributors to update their profile with name, company/org/city, link, and

picture

- Not mandatory, just an ask
- Add to Contributor Guidelines - best practice recommendations
- Ask regular contributors to do this, model behavior
- Mention in WGs and email list to update for community guidelines
- Ask cities to do the same, more city
- naming the purpose of each API - see proposition to start the discussion [in this doc](#). Should start with Understanding MDS document.
- Use cases - more city reps needed (how to get them? Jascha and Michael to discuss), treat like a wiki, a space for discussion and cataloging by cities/companies

Attendees:

- Michael Schnuerle
- Geoff Arnold
- Henri Bourdeau
- Jascha Franklin-Hodge
- Brian Ng
- Jane Huang
- John Ellis

Meeting 13

June 3 2020, 8am PT/11am ET

Agenda/Minutes:

- Review release checksum - already part of Github. Not needed for MDS repo, maybe for core in the future if distributed elsewhere.
- Create a document/diagrams providing a general view of the purpose of each part and API, and how they each interact with each other - architectural landscape can pull some info. Understanding MDS APIs can be a start. Onboarding help. New cities come up on Github and don't follow. Brian Ng product manage - use cases/problems. [] MS to start document. [] Henri - could clarify in the spec the purpose of each API. How to articulate the differences/similarities better.
- Use Case database - show providers as well, collect their info. [x] MS Will share attendees for feedback.
- Governance next steps
 - ready for larger review- [x] MS will make public and send link to ops group for feedback.
 - Approvals? Good since info is already public
 - GDPR discussion guidance? Not needed until maybe list european city members
 - Github Pages idea for website - review issue #2 if you have opinion
- Mds-core - ready to get people using and testing it. Incentives and direction for cities and others to use. Find a way to make it easy/free for cities to deploy. Need to discover the value for other cities to start a full release cycle. [] MS and Max to do draft

- Curb proposal - draft WG charter close to vote ready. Present to tech council soon.
- 1.0.0 timing - reconciliation, docked, exclude fields, metrics maybe 1.1. Maybe push to what we need to push, high level list for WG discussion.

Attendees:

- Michael Schuerle
- Jascha Franklin-Hodge
- Mark Maxham
- Henri B
- Neil Goldader
- John Ellis
- Brian Ng
- Geoff Arnold
- Frederic Robinet

Meeting 12

May 20 2020, 8am PT/11am ET

Agenda

1. MDS 0.4.1 Released (5 min)
2. API Reconciliation webinar (5 min)
3. Mds-core release
4. Governance repo (20 min)
5. Slack - setup, privacy committee, code of conduct message, next steps (15 min)
6. MDS 1.0.0 release schedule (15 min) - path to decisions

Attendees:

- Michael Schnuerle, OMF
- Geoff Arnold
- Mark Maxham
- Jane Huang
- Henri B
- Neil Goldader

Minutes:

- Geoff: Need to document the MD5 for the current 0.4.1 release and post somewhere

since it's the first OMF release. Update release notes in the wiki with that info.

- [x] MS Update release guidelines with a PR for 1.0.0? done
 - [x] MS - should this be sha256 instead, which is more secure? Yes but not doing this. Github is sufficient.
 - Can add this 1) to the release notes, or 2) in its own single file (since attached release files are not editable) or 3) have a file for each checksum we want.
 - *_Checksums_*
 -
 - Zip File:
 - - SHA-256 =
CDFFE22DBA17C16E7A572BD443B1F886CC070F72947B40C12516
C4109A7CAD
 - - SHA1 = 6C158FC003748A70D396FE0D8AF17BCD448FC18B
 - - MD5 = E21EAAF74EB14BDB12E8C6239858D10F
 -
 - Tar.gz:
 - - SHA-256 =
64E37A891F668393E0F810719501A8C7CDA590AFB8893864FE83C0C
F5DA2F86D
 - - SHA1 = C8C4CF7433241D8AF26CEFBEEA8452790A514B63
 - - MD5 = 00B5CCF5D3034CAA4EE1D756DC859CEB
 - checksum is more relevant for a software release, and maybe not so much for a spec/documentation.
 - Git already auto creates checksums on both the [Release Page](#) (which notes and links to the checksum/commit) and on the [commit](#) itself (which notes and links to the release tag)
 - By tagging 0.4.1 to the commit that we did in master, we have effectively marked that commit's checksum as the release's checksum.
 - Why is an additional checksum is needed / what benefit would provide over what git has built-in?
- Reconciliation PR in progress and will be ready by Friday for review.
 - Core working on install script to finalize release this week.
 - Governance -
 - [] when close to done: review with OASIS (reach out and see who the PoC is - Geoff can ask).
 - Geoff - API processes need to stay out of this...
 - Possible to expand repo with pages on each committee, the org, etc that shows
 - Geoff - Check into GDPR for listing members/participants - covered in CLA, but not all signed ICLAs.
 - [x] MS open issue for GDPR discussion? Talking about this on calls + privacy meetings
 - Only publicly viewable items should be in governance - world readable
 - Slack - first committees, board, WG leaders. Welcome message has Antitrust Guidelines, Conflict of Interest, Whistleblower Policy and the Code of Conduct - 4 docs. Need to add/review all of them (MS -> done).
 - ICLA people are covered. Do we require it for all Slack participants?

- [] Link to github id from Slack. How to do? Barrier to entry? Legally required?
- Maybe same issue with Google Groups?
- 1.0.0 release - Geoff June 25 = 1 year anniversary, time box features. The more we can fit in the better if it makes sense to. Need to continue discussions and get people involved.
 - Utilize the hotfix when possible to keep things moving and clean things up.
 - Move what is approved into the dev branch to ensure it's moved out and PR list cleaned up.
 - Henri wishes more movement would happen between meetings
 - Slack should help with conversations and pushing people co comment
 - Manual nudging people to get involvement. MS to add comments.

Meeting 11

May 13 2020, 8am PT

Agenda

1. Cancelled due to board meeting directly after

Meeting 10

06 May 2020, 8am PT

New meeting invite:

<https://us02web.zoom.us/j/87487577961?pwd=SjdtR1V1NDZQVFRQZczQVZBN0g5QT09>

Meeting ID: 874 8757 7961

Password: 127783

+13126266799,,87487577961#,,1#,127783# US (Chicago)

Agenda:

1. Michael Schnuerle, Director of Open Source Operations intro
2. See where the group is and talk about some ideas on where it should go, how we should communicate, and frequency of meetings.
 - a. Mds-core status 0.1 release - dates
 - b. 0.4.1 release - ready for board approval
 - c. 1.0 release - June 15 target - docked, reconciliation
 - d. Wg-ops - try Slack?

Attendees:

- Michael Schnuerle, OMF

- Dirk de Kok, Spin
- Geoff Arnold, E&A
- Mark Maxham, E&A
- Henri Bourdeau, Blue Systems
- Jascha
- Brian Ng

Minutes:

Ensure things are moving forward. Reactive meeting, address issues. Policies review/changes. Onboarding process.

Geoffrey Arnold - Cancelling subscriptions of unused tools -

[] Michael save content on members site, then disable public view of content, move to main website or Github. Clear and consistent guidance online.

Group and Github are public record of what is decided and discussed.

Code of Conduct focus when creating OMF, lead contributors to sign off on code of conduct. Stated in emails/announcements and various places. Need to review and possibly have Oasis sign off. Seen in bylaws 627, 581-4.

[] Jascha review with Geoff/OASIS about code of conduct, enforcement, legal advice, execution. Was reviewed by Jamie previously.

Try Slack as an informal comms tool, but all outcomes still go to website, github, groups. Decisions still made in calls, by WG by taking to them. Need to define scope and use.

[X] Michael talk to Jascha about testing Slack invites

As we staff up WGs, then we can ask for them to attend wg-ops. This WG may be below the level of Tech Council.

[X] Max talk to WG chairs for presentation on reconciliation.

Meeting 9

08 Apr 2020, 8am PT

<https://zoom.us/j/833846852>

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Agenda:

3. Review roadshow
<https://drive.google.com/open?id=1rtH7LW-hbUG1X32AG4hBJzts2lX8beuYMLhUM4lRcdY>
 - a. Slide 11 who is the audience
 - b. Kelly from Seattle as policy work stand-in. Jascha will invite her to participate.
 - c. Jascha and Mark will continue to work on the deck.
4. Governance changes -
<https://docs.google.com/document/d/1Xq57vGTvwb71skO9ZOJk-TJ1ZYa1ZtSxQKQmQ-gHU7Q/edit>
 - a. Discussion of moving release schedule to the governance repo. General agreement that this is acceptable.

Notes:

1. Reconciliation group presentation to the BoD and working groups before 1.0.0 release. Audience will need to understand why reconciliation was necessary along with the impact of the results. Jascha and Mark will work on a new deck.

Meeting 8

01 Apr 2020, 8am PT

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Agenda

2. Nothing on the agenda, meeting cancelled

Meeting 7

25 Mar 2020, 8am PT

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Agenda

1. Do we agree to follow semver going forward? Spec 0.5.0 milestone becomes 1.0.0
 - a. Yes
 - b. Jascha will consult TC over email
2. Governance doc changes this week
3. Max and Sean working on a **webinar with slides and architecture QA for the OMF release. Need clarification on the audience(s).**
 - a. **Split up into two**
 - b. **Broader what is mds-core for existing policy folks, slightly informative for tech**
 - c. **PR update to existing tech contributors**
4. Sean attending UCF monthly meeting this week, watching and listening.

Notes:

1. **Sean start sharing agenda and zoom link in reminder to ML**
2. Mark asks about inviting new city folks to this meeting. On the to do list for Jascha.
3. Mark is ready to start evangelizing MDS to new cities. He related his experience of promoting the spec concept to LA, e.g. Policy spec what is it for. This new talk would be about how MDS is being used for LA DOT, then spin, bird can talk about how they use MDS. Include real world events, e.g. Vence beach special ops. **Start as gdoc for collaboration.**
4. Henri starting to work with operators on provider API consumers
5. Agency API conflicts resolved. Reconciliation written up
<https://drive.google.com/open?id=1-KggZnPtdmiDvJJOb4NWa8v7MfdNK88quWc0y7dzyo>
 - a. **Jascha to inform the BoD and TC once ready**

Meeting 6

18 Mar 2020, 8am PT

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Agenda

1. Review Governance documentation
 - a. https://docs.google.com/document/d/13NiJ7NxExo-e_8Z9G6U9V_2zNqMwA0zGBYJe1eVpUjU/edit?usp=sharing .
 - b. Post results of decisions back to <https://github.com/openmobilityfoundation/mobility-data-specification/issues/460>.
2. Review Patching process
https://docs.google.com/document/d/13NiJ7NxExo-e_8Z9G6U9V_2zNqMwA0zGBYJe1eVpUjU/edit?usp=sharing
3. Review new working group wiki pages
<https://github.com/openmobilityfoundation/mobility-data-specification/wiki#omf-meetings>
4. Review new readme format
<https://github.com/lacuna-tech/mds-core/blob/32eca8f58a0f0d1f7d0b3125d905b3f21f843ccd/README.md>
 - a. **JIRA Sean will update spec and mobile readme.md to match**
5. **JIRA Max do roadshow review of release PRs**
 - a. **Interactive opportunity for community**
 - b. **Walk through architecture with QA**

Notes:

1. **JIRA Create governance repo**
2. OMF is the place to share good projects, work to the broader community
 - a. New Analytics group similar to populus work. metrics.
 - b. Tools for managing policy
3. How to encourage provider implementation code
 - a. Reporting API an example?
 - b. Collaboration with commercial companies their visualization tools
4. **JIRA Sean write up release process notes**
5. **JIRA Mds-core root readme**
 - a. **Needs reference to running mds-core**
 - b. **Remove (*)**
6. **JIRA Where architecture landscape**
 - a. **In governance repo**
 - b. **Part of structure as folder with subsections**
7. **Agency pickup/dropoff: reconciliation wants to remove. Max needs to speak with Seattle as they may use this. Jascha will connect Max.**
8. **We need more city representation**
 - a. **Start with BoD. they likely have staff they can connect to an OMF representative.**
 - b. **Max as the OMF introduction and personal guide**
 - c. **Objective to get more city representation in OMF**
 - d. **Perhaps what is spec and mds script turns into html**
9. Next OMF BoD April 1 schedule virtual

Meeting 5

11 Mar 2020, 8am PT

<https://zoom.us/j/833846852>

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Agenda

1. Continuing the where governance docs go discussion from <https://github.com/openmobilityfoundation/mobility-data-specification/issues/460> and last week's wg-ops meeting.
 - a. Find a proposed layout for governance related documents like the release guidelines

here

https://docs.google.com/document/d/13NiJ7NxExo-e_8Z9G6U9V_2zNqMwA0zGBYJe1eVpUjU/edit?usp=sharing

- b. DONE Work over week, do something next week. Email to ML to on status sent.**
2. where do patches land in the release cycle?
https://docs.google.com/document/d/1ymd8zGLs3LVsc644JAu_Vo395F3UiUgFQ2VKoVm_Hp8/e/dit?usp=sharing
 - a. For example, we have security notices for the mobile compliance repo on the yard-lock file
 - b. What do other project do**
 - c. DONE Sean take another crack at the wording and ask ML to review**
 - d. Plan on merging into release guidelines once we agree**
3. First OMF mobile data specification release schedule so far from
<https://groups.google.com/a/openmobilityfoundation.org/forum/#!topic/wg-ops/5G4wr0hKOd8>
 - a. Start new cycle 16 Mar or 01Apr
 - b. Target release 01 Jun or later
 - c. Reconciliation process is going on right now**
 - d. This next spec release will be major**
 - e. DONE Jascha will make a decision and share with the community**
4. Interesting reference of how open networking foundation manages their ICLAs and CCLAs
<https://www.opennetworking.org/news-and-events/blog/onf-launches-streamlined-contributor-license-agreement-management/>
 - a. Similar to OMF using ICLA via github and contributors asked to use ECLA gform

Notes:

1. Propose move city services to 9am after next event
2. Reconciliation process meeting is going well. Naming issues is not an easy problem to solve. Minimum of breaking changes should be the result of this process.
 - a. If we get to an impasse, then write up the issue and propose to the TC to make the decision
 - b. City pickup and agency drop off have been removed
 - c. We need to log the decisions and changes made as part of this process. Most of this is in the sheet comments.**
 - d. At the end of this process, the results will be communicated with the community
 - e. More communication is good on reconciliation changes**

Meeting 4

04 Mar 2020, 8am PT

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Agenda

1. Spec release versioning
 - a. 0.4.1 is considered a minor release
 - b. 0.5.0 is considered a major release?
 - c. do we reset to regular semver and rename to 1.0.0?
 - d. Consensus appears to be 1.0.0 for the first major spec release, but the team is not unanimous that 0.5.0 PRs are major changes**
2. Making the spec repo default branch, the master branch
 - a. Changes complete**
 - b. Release Guidelines:
<https://github.com/openmobilityfoundation/mobility-data-specification/blob/dev/ReleaseGu>

- [idelines.md](#)
 - c. PR Template in action with new language at top about dev branch:
<https://github.com/openmobilityfoundation/mobility-data-specification/pull/461>
 - d. Conversation
<https://groups.google.com/a/openmobilityfoundation.org/forum/#!topic/wg-ops/ie9h85VtAl0>
 - e. Waiting until 0.4.1 released to change default branch to master
 - 3. Sean discuss with **mark, henri on mds-core release plans presentation to city services team**
 - a. **DONE Ready for tomorrow**
 - 4. First release
 - a. 15 April 2020 target for mds-core merging PRs, mds-core release candidate
 - b. Code <https://github.com/openmobilityfoundation/mds-core/pull/249>
 - c. Docs <https://github.com/lacuna-tech/mds-core/pull/202>,
<https://github.com/openmobilityfoundation/mds-core/pull/248>,
<https://github.com/openmobilityfoundation/mds-core/pull/247>,
<https://github.com/openmobilityfoundation/mds-core/pull/246>,
<https://github.com/openmobilityfoundation/mds-core/pull/240>
 - d. **Team will review first release PRs**
 - 5. JIRA Do release guidelines belong in the repository code or in the wiki?
 - a. <https://github.com/openmobilityfoundation/mobility-data-specification/issues/460>
 - b. Make a release to update the release guidelines ...
 - c. Don't need to sign the CLA to edit a wiki page
 - d. **Need source control for process docs and notes, updates (admin repo)**
 - i. **Sean write up a plan with folder structure (maybe references) for next meeting**
 - ii. Conversation on if bylaws should be in source control
 - iii. **Bylaws have some editing history that Jascha can share to be moved into the repo**
 - 6. From the conversation at the end of last meeting. Both of these topics will continue.
 - a. JIRA EA share cloud tooling they use to OMF? Which providers to support?
 - i. Contribution of specific configuration and build should not be the OMF's
 - ii. How to support collaboration on implementation variations
 - iii. Spec readme Related projects are generally agreed as the list of other important projects
 - iv. Possible we will want the list of important projects to move to the admin repo
 - v. We will need to figure out what being an related/important project means before making the list
 - vi. **Sean will start this discussion over the ML**
 - b. JIRA How to create a marketplace. OpenStack did this through CI harness/tooling. They created an public infrastructure team that manages the project plus manages a few of the operations tools like IRC, calendar, project management, wiki, and website
 - i. **Continue this after OMF release in April 2020**

Notes:

1. **JIRA How to patch releases work into the release cycle? Can deal with out of band changes? 0.0.z changes up to the TC and/or WG? Changes that would/wouldn't impact city operations. Sean write up a proposal to socialize with the working groups. Present to BoD as change / improvement.**
 - a. Can the TC flag technical issues in our presentation
2. **DONE Sean Merge the docs PRs into one PR**

Meeting 3

26 Feb 2020, 8am PT

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Agenda

1. Update on first release plans
 - a. Using OMF or Lacuna-tech mds-core branch for doc updates OR do we need a branch
 - i. **JIRA Sean will ask Jascha to create branch**
 - b. Status of lacuna-tech PRs on code changes post-fork
 - i. Two PRs, one big, some removals, moved to reference implementation remove some experimental. 4.0.1 catch up stuff like replicator.
 - ii. Second PR just docs into OMF branch
 - c. Are we ready to publish dates? 02 Mar still good for some or all of the code PRs? Can we still make 31 Mar for release?
 - i. Yes, comment will start. More code push will happen shortly after
 - ii. Docs 02 mar
 - iii. Mid Apr OMF 0.1 release
 - d. JIRA Sean has mds-core release slide content to push pending where to put them.
 - i. not conflict with spec release updates here
<https://github.com/openmobilityfoundation/mobility-data-specification/pull/453/files>
 - e. We wait for the proposed simple gitflow CI tools on spec until after 4.0.1 release on 01 mar. Should we plan CI that can work for mds-core?
 - i. Standard procedures onboarding should be automated
 - ii. Share check steps between repos
 - iii. EA using gitflow locally manually, unit testing codeship basic remote, CD in the future
 - iv. CI and CD to be pushed by Lacuna for second OMF

Notes:

1. TC is scheduled 9am PT today
2. **JIRA Can TC agenda and notes be public?**
3. EA share cloud tooling they use to OMF? Which providers to support?
4. How to create a marketplace. OpenStack did this through CI harness/tooling. They created an public infrastructure team that manages the project plus manages a few of the operations tools like IRC, calendar, project management, wiki, and website

Meeting 2

19 Feb 2020, 8am PT

<https://zoom.us/j/833846852>

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Agenda

1. Discussion on agency and provider API differences
<https://groups.google.com/a/openmobilityfoundation.org/forum/?hl=en#!topic/wg-ops/ie9h85VtAlQ>
2. Update on first release plans
 - a. Progress on omf/mds-core PRs from lacuna-tech/mds-core fork
 - b. Documentation **Sean, Max working on this. We will be asking a few additional Lacuna/EA people to pitch in. Neil too!**

<https://docs.google.com/document/d/1gEIPtFPXetBFvMlfUB85yK91rja9CdRU2eBmPK53d0c/edit?usp=sharing>

- c. Community messaging and communication
3. The Transitioning mds-core slide deck is mostly complete and the text is going to land different places as PRs
https://docs.google.com/presentation/d/1y8WzdK4o2iA_v57zoEMgluyBWqhyp4VufENAUwFIK1s/edit?ts=5e2b45fb#slide=id.g769ce8e0b5_0_838
 - a. Slides 2-3, 10- for docs in mds-core repo
 - b. Slides 13-15 explain the release process in greater detail. **Sean is working on this as part of the overall documentation.**

Notes

1. **DONE Max needs a calendar event added for the reconciliation wg**
2. **JIRA Sean create short disclaimer/how to participate**
3. Lacuna is working on three documents
4. Inline code documentation happening in Lacuna-tech/mds-core
5. **DONE Sean give neil access to sarob fork**
6. **JIRA Should wait on messaging prep until after documentation and code drops happen in early march.**
7. **JIRA High level thinking and overview video Max**
8. **JIRA Jascha thoughts about communicating the difference between the working branch and the release branch to the casual contributor.**
https://groups.google.com/a/openmobilityfoundation.org/forum/?utm_medium=email&utm_source=footer#!msg/wg-ops/ie9h85VtAl0/lbNmVFgYBQAJ
 - a. Existing process creates an RC additional RC to formal release TBD working with TC.
 - b. Neil takes about internally using a gitflow model.
 - c. Geoff thought of restricting only maintainers to submit PRs. Not sure perms allow for that restriction.
 - d. Alternative of using a webhook to add a comment to master PRs.
9. **JIRA Geoff: you mentioned discussion within the TC. Are the minutes of the TC meeting available?**

Meeting 1

12 Feb 2020, 8am PT

<https://zoom.us/j/833846852>

+16699006833,,833846852#

agenda

1. Plan for the first release. We have a growing list of what needs to get done. Mostly documentation, Lacuna PRs to OMF/mds-core, making the release presentable, and public messaging. 02 Mar RC PR target for Lacuna mds-core code. Mid Apr standup with documentation and generally presentable with public messaging. Supporting spec 0.4.1 likely.
 - a. See TC slides 13-15
 - b. **Sean Holman and Max: will come up with what needs to be merged back into OMF mds-core to allow LA DOT to use the OMF mds-core in production**
 - i. 02 Mar RC PR target for Lacuna mds-core code
 - ii. Mid Apr stand up with documentation and generally presentable with public messaging
 - iii. Spec 0.4.1 likely
 - c. Documentation **Sean, Max working on this**
<https://docs.google.com/document/d/1gEIPtFPXetBFvMlfUB85yK91rja9CdRU2eBmPK53d0c/edit?usp=sharing>

- d. Standing up an implementation
 - e. How to stand up a development workstation in less than an hour
 - f. AWS sandbox space to deploy
 - g. Testing local
 - h. Mds-core as exists today? Or waiting for new merges? How will we accept the PR?
 - i. Sean and Jascha: Community messaging and communication
 - j. Project release schedules are not aligned with each other. The spec version supported is made by the projects.
2. How to deal with developing new features either in a PR, branch, fork, or some other method is up to each of the working groups
 3. PR coming soon on the OMF API details and explanation
 - a. Jascha is working on the explanation of OMF APIs. Some cities will require both agency and provider. Some will require either one.
https://drive.google.com/open?id=18A_1ePBTC74UMLW0QB1-jjir-rsHptyyuJgU1bCz9zY
 4. The Transitioning mds-core slide deck is mostly complete and the text is going to land different places as PRs
https://docs.google.com/presentation/d/1y8WzdK4o2iA_v57zoEMgluyBWqhyp4VufENAUwFIK1s/edit?ts=5e2b45fb#slide=id.g769ce8e0b5_0_838
 - a. Slides 2-3, 10- for docs in mds-core repo
 - b. Slides 13-15 explain release process
 5. Broadening support for many types of implementations should be done through testing infrastructure similar to OpenStack, but the decisions on this need to be worked out through the TC and BoD. This will not be part of the first release.
 - i. Pushed to at least later in the year. BoD, TC, WGSC need to make this call. How would that work?
 - ii. This would be a big change. How best to promote OMF evolution?

Notes:

1. Sean and max working on docs
2. TC slides for release steps are going to be published how?
3. Reconciliation of agency and provider will require a seperate ongoing discussion. ML will be created. Separate meetings to be scheduled.