

Public Minutes

February 21, 2023

https://www.drupal.org/project/drupal_cwg/issues/3358538

In Attendance

- Alex
- Markie
- Mike

Start time: 1540 UTC

End time: 1555 UTC

Old Business - Internal

- **Public minutes and issue credit status**
 - November 22 - published
 - Issue: https://www.drupal.org/project/drupal_cwg/issues/3325446
 - November 29 - published
 - Issue: https://www.drupal.org/project/drupal_cwg/issues/3325448
 - December 6 - published
 - Issue: https://www.drupal.org/project/drupal_cwg/issues/3330847
 - December 13 - published
 - Issue: https://www.drupal.org/project/drupal_cwg/issues/3330848
 - December 20 - published
 - Issue: https://www.drupal.org/project/drupal_cwg/issues/3334234
 - January 3 - published
 - Issue: https://www.drupal.org/project/drupal_cwg/issues/3334235
 - January 10 - published
 - Issue: https://www.drupal.org/project/drupal_cwg/issues/3337421
 - January 17 - needs to be reviewed
 - Issue: https://www.drupal.org/project/drupal_cwg/issues/3337424
 - January 24 - needs to be reviewed
 - Issue: https://www.drupal.org/project/drupal_cwg/issues/3337425
 - January 31 - needs to be created.
 - Issue: https://www.drupal.org/project/drupal_cwg/issues/3342494
 - February 10th - Needs to be created
 - Note: Meeting moved due to conflicts.
 - Issue: https://www.drupal.org/project/drupal_cwg/issues/3342496
 - February 14th - Needs to be created
 - Issue: https://www.drupal.org/project/drupal_cwg/issues/3344984
 - Note - JD will take over Public minutes starting February

- **CWG Handoff**

- Update pages on D.O - need to do audit
- Update calendar links for new zoom link
- Check with DA to see what password manager they are using and if we can hop onto their plan
- No update.

- **Full CWG**

- Bi-monthly meetings.
 - January meeting happened.
- Next Meeting
 - March 2023

- **Recruitment/On-boarding**

- New conflict resolution team member
 - An additional member has been approved by our review panel.
 - Full CWG engagement of potential new members
 - Change charter - for new CHT members to be considered for the CRT - at least 4 full CHT meetings joined or x months whichever comes first
 - Circumvents delays, cutting corners
 - Update d.o charter as well to include roles, timelines, and expectations - <https://www.drupal.org/community/cwg/charter>
 - Create Docs so we can collaborate on changes and updates before posting
 - Full CWG
 - Ratified by Review Panel where necessary
 - On Dec 6, we had a short conversation about the pros/cons of having an odd number of people on the CRT. For now, we decided it was not necessary.
 - Highlight SMEs
 - Reach out to folks that expressed interest in joining CR team
 - Prioritize folks in Full CWG (CHT)
 - Gather list of folks that expressed interest and create new spreadsheet if it doesn't already exist
 - Add roll off dates and other relevant data
 - Discussion on how we prioritize different roles within the community and if a power dynamic can be at play because of that
 - Create one list in the Recruitment Folder with everyone that has expressed interest and reasons why we haven't moved forward/their availability
 - Reach out to these folks again and link to our Onboarding doc and check interest
 - Create FAQ (how many hours a week approx are we busy)
 - Create BOF for Community Summit at DrupalCon Pittsburgh

- BoF for Euro DrupalCon Lille - Member to participate
 - Conversation with a person who might be interested.
- Next steps
 - Think about process on electing new CRT Chair
 - Internal discussions
 - Unanimous agreement on new chair selection within CRT
 - Then bring to Full CWG to give them the opportunity for feedback
 - IF no unanimous decision can be made, to bring it to Full CWG and/or review panel for decision
 - Set term limits - 3 years max
 - Create SME type - Advisory role past CWG member
 - Discussed with Full CWG - no objections to this idea.
 - Next steps, update D.O and reach out to previous chairs
 - Make an issue (NOT published) on D.O of our edited charter
 - Share internally first - then get feedback
 - Waiting another week for feedback from Full CWG
 - Two members will lead this effort.
 - Update docs to add and remove members
 - Tentatively to set up coworking this Friday
 - Send announcement tweet and send to list of Slack channels where we want to send updates
 - CWG Mastodon account - Check with Full CWG
 - Drupal.community
- Knowledge transfer meetings
 - Set up a meeting once a month-ish with past CWG members to talk about past issues, lessons learned
- **Templates - Documents of snippets**
 - “Reflects poorly on the Drupal Community”
 - “If we learn of any incidents where one or more of these guidelines have been violated, the CWG reserves the right to take action as necessary and appropriate to protect the Drupal community, regardless of where the incident occurs.
 - Will store in CWG Google Drive in a place that is easy to find.
 - Content style guide
 - Draft Created
 - Requesting translations and feedback.
 - Discuss options on where, who and how to share these templates to solicit feedback and ideas
 - Finish line for this task:
 - Add additional email/Slack response templates.

- This will be used for:
 - On-boarded - linked from on-boarding doc.
 - Add as a permanent link to the doc from the weekly agendas (for easy access/usage).
- **CWG Office Hours**
 - Real time feedback opportunity for CoC updates
 - Need to schedule office hours once a quarter
 - Create doodle
- **Open Source Community Health Discussions**
 - Need to re-assess dates and times
 - Looking for someone to lead this initiative.
 - No update
- **DrupalCon Pittsburgh**
 - Community Summit
 - Create BoF to explain the day to day for CHT and CRT roles, SMEs
 - [Bof submission form](#)
 - Previous member's Updated Code of Conduct session
 - Current members will attend.

Old Business - External

- **New draft for the updated Drupal Code of Conduct is ready for review**
 - A new draft for the updated Code of Conduct is ready for review:
 - Make sure folks that we asked to review, are listed/known so that they can get Credit
 - Has been approved and working on getting it published.
 - Action Item: team to refer to typo3 and how they manage in depth information
 - Panel discussion for Drupalcon Pittsburg has been accepted.
- **Issue Queue Etiquette links being more visible**
 - CHT members worked on this a bit for next steps
- **DrupalCon Pittsburgh Policies discussion**
 - Link to the recently published policy
 - Encourage instead of shutting down discussions, encouraging healthy, constructive and respectful discussions, but possibly with a new nudge
 - Speaking with I language and your own opinions vs you language
 - Template language that can be added to all nudges
 - Examples of why this behavior can be dangerous
 - Acknowledge that things got heated and less constructive
 - DA could add a message to acknowledge that this is a topic that folks want to discuss
 - Encourage more hybrid event - more availability online
 - About the policy - if conversations are allowed, the discussion can involve
 - Possibility to discuss the Drupal Community Elected board members

- Example of Nashville DC with open carry laws
- Next steps:
 - Draft email and offer zoom call
 - Email has been drafted, CRT members have provided suggested changes. Waiting for a review to send.

New Business

- **Aaron Winborn Award**
 - New directory created
 - Next steps:
 - Update timeline (2022 timeline copied to new 2023 directory)
 - Identify who will craft the award
 - Update nomination form (2022 form copied to new 2023 directory)
 - Write "nominations open" blog post (2022 post copied to new 2023 directory)
 - Write and schedule social media posts (2022 posts copied to new 2023 directory)