AGENDA

• Call to Order
  – TEAMS Link
  – Meeting Etiquette
• Note Takers
• Roll Call & Introductions
  – Voting Members (Sponsors)
  – PGB Expert Voting Members (TSCs)
• Around-the-Horn – PGB Voting Members
• Approval of Meeting Minutes from 20 October 2022
• Sponsor Update
• OASIS Staff / NIEMOpen Administrator Comments

• NIEMOpen Transition Progress Update
• NIEMOpen.org Webpage Demo
  – Demo: Aubrey Beach (BAH)
• PGB Topics for Consideration & Vote
  – Charter Amendment
  – Adoption of Standing Rules
  – Initial Project Artifacts
  – Domains
• Discussion
• Resources
• Next Meeting
• Other Business
• Questions
• Adjourn
VENUE

PGB Meeting

• 25 January 2023
• Virtual Meeting 2-4 PM EST
  – Virtual: MS TEAMS
MAKING THE MOST OF OUR SESSION

Virtual Meeting Etiquette

PLEASE:
• MUTE your mic when you’re not talking
• Identify yourself before you start to speak
• Speak clearly
• Disable “call waiting” feature
  (the clicking noise can be heard by all)

Please note: ESC sessions are audio recorded.

Meeting Minutes will be published and distributed to participants.

QUESTIONS & ANSWERS ARE ENCOURAGED!

To signal you want to contribute without interrupting the speaker
• Enter comments via CHAT window at any time

To signal a question or respond to a question
• Click on ‘Raise your hand’ button on meeting toolbar
  (Lower hand after you’ve talked by clicking hand button again)

Presenters, please be mindful of timing
The PGB Executive Session is being recorded on MS TEAMS. A link to the recording will be provided and meeting minutes will be posted on the NIEMOpen Git Repo once approved:

Meeting support, note takers:

Aubrey Beach
aubrey.l.beach.ctr@mail.mil

Shunda Louis
shunda.r.louis.ctr@mail.mil

Stephen Sullivan
stephen.m.sullivan14.ctr@mail.mil
ROLL CALL

- Department of Homeland Security Science & Technology (DHS S&T)
- Equivant
- Georgia Tech Research Institute (GTRI)
- sFractal Consulting
- National Association of Justice Information Systems (NAJIS)
- A4SAFE
- InfoTrack
- Department of Defense Joint Staff J6 (DoD JS J6)
PGB VOTING MEMBERS

Ms. Katherine Escobar
PGB Chair
Deputy Division Chief, Data and Standards Division at Joint Staff J6 and NIEM Managing Director

Ms. Christina Bapst-Stump
Science and Technology Directorate, US Department of Homeland Security

Mr. Gary Egner
Director Business Development, Equivant

Mr. John Wandelt
Principal Research Scientist, Georgia Tech Research Institute

Mr. Duncan Sparrell
CSO sFractal Consulting

Mr. Tom Welch
Secretary | Past President National Association for Justice Information Systems
PGB EXPERT VOTING MEMBERS
Technical Steering Committees

Kamran Atri
Co-Chair
NIEM Business Architecture Committee (NBAC) Technical Steering Committee (TSC)

The NBAC TSC PGB Expert Voting Member role will alternate between Co-Chairs on a semi-annual basis. (Kamran Atri: 1 Jan 2023 - 31 June 2023, Thomas Krul: 1 Jul 2023 – 31 Dec 2023).

Jim Cabral
Vice President, Court Relations, InfoTrack

Beth Smalley
Co-Chair
NIEM Management Office (NMO) Technical Steering Committee (TSC)
PGB MEMBERS: AROUND-THE-HORN
APPROVAL OF 20 OCT MINUTES

- **Chair:** A Draft of the NIEMOpen 20 October PGB Executive Session Meeting Minutes was provided to PGB Voting Members as a readahead.

- **Chair:** Do any of the members have comments on the Minutes?

- **Chair:** Are there any objections to approving the Minutes for 20 October?

- **Chair:** Without objection, approved.

☑️  □ Approve
☑️  □ Approve w/ Comment
NIEM OPEN SPONSORSHIP

- Founding sponsors
  - JS J6
  - DHS S&T
  - Equivant
  - GTRI
  - sFractal
  - NAJIS

- On the Cusp
  - DHS OBIM
  - NIST
  - FBI
  - MITRE
  - DOT

- Expressed Interest
  - Government of Canada
  - Microsoft
  - Veterans Administration
  - Tyler technologies
  - Earnst & Young

Ms. Carol Geyer
  – OASIS Open Chief Development Officer
OASIS STAFF /NIEMOPEN ADMINISTRATOR COMMENTS

• **Mr. Chet Ensign** – Chief Technical Community Steward at OASIS

• **Ms. Carol Geyer** – OASIS Open Chief Development Officer

**TOPICS:**
- Recruiting, NIEM OPEN Sponsors
- PGB Training (under development)
- PGB Roles & Responsibilities
  - CLAs
  - Voting
  - Processes
    - Releases
    - Specifications
    - Standard
NIEM OPEN TRANSITION PROGRESS

**Complete**
- ✓ Draft POA&M
- ✓ Draft and publish NIEM Open Charter
- ✓ J6 Sponsorship
- ✓ Transfer NIEM community Rosters/email distros
- ✓ Conduct First Sponsor Kickoff Mtg
- ✓ OASIS Admin Privileges
  - Web Presence (NIEMOpen.org)
  - Jira/Confluence
- ✓ Revising NBAC & NTAC Governance Docs Agreements
- ✓ TRANSITION ESC TO PGB ADVISORY BODY 20 OCT 22
- ✓ KICKOFF PGB 20 OCT 22
- ✓ Build Out NIEMOpen.org
- ✓ Update NIEM Branding
- ✓ Establish OASIS Jira & Confluence Site

**Planned/ In Progress**
- Weekly Synch w/ OASIS Staff
- Assessing NIEM Model & NIEM GTRI GitHub Capital/Equities & Planning Transfer to OASIS
- Researching OASIS Release Process and Planning 1st Release Under OASIS
- Prepare the NIEM Conformance Targets Attribute Specification (CTAS) 3.0 for approval as a Project Specification (PS)
- Transition Domains as Subcommittees under NBAC TSC
- Plan / Develop 6.0 Release under OASIS Rules

**Recurring/On-Going**
- Identify Potential Sponsors/Conduct Outreach
- Populate OASIS Jira & Confluence Site
- Conduct Weekly Synch w/ OASIS Staff
- Obtain Contributor License Agreements

**To Be Accomplished 2023!**
- Physically Transfer NIEM Capital/Equities (Model, Specifications, Documentation) to OASIS
- Implement “New” development and release processes (lead developer actions)

Submit NIEM Project Specifications for Approval as OASIS Standard
- NIEM Model
- NIEM Technical Framework
- Highlights/ Demo
- Aubrey Beach Administrator
PGB TOPICS FOR CONSIDERATION & VOTE

- Charter Amendment
- Adoption of Standing Rules
- Initial Project Artifacts
- Domains
PROPOSED CHARTER AMENDMENT

**Chair:** A Draft of the proposed Amendment to the NIEMOpen Charter was provided to PGB Voting Members as a readahead

**Chair:** Motion to consider adoption of the following Amendment to the NIEM Charter:

1. Upon review of the NIEMOpen Charter in preparation for the PGB 20 October 2022 Kickoff, it was discovered that the original charter included ConTesA, SSGT, and the Migration tools to be transferred to OASIS.
   1.1 The intent is to transfer to OASIS the functionality embodied in these tools, but not the current source code associated with these exigent tools.
2. Recommend amending the charter language to more accurately reflect these transfers to OASIS and include transfer of the MEP Builder tool.

**Chair:** Do any of the members have comments on the proposed Amendment?

**Chair:** Are there any objections to approving the proposed Amendment

Charter link: [https://github.com/niemopen/oasis-open-project/blob/main/CHARTER.md](https://github.com/niemopen/oasis-open-project/blob/main/CHARTER.md)

Original Text

- NIEM Owned Tools
  - Information Exchange Lifecycle Tools
  - ConTesA
  - SSGT
  - Migration Tool
  - NIEM API

Recommended Change

- NIEM User Tools
  - Information Exchange Lifecycle Tools
  - ConTesA functionality
  - SSGT functionality
  - Migration Tool functionality
  - NIEM API
  - MEP Builder Tool

Resolution

- [ ] Approve
- [ ] Approve w/Comment
- [ ] Table/Reject
STANDING RULES PROPOSAL

The NTAC, NBAC & NMO TSC’s recommend the PGB adopt the following standing rules:

1. NIEMOpen PGB Expert Voting Members from TSCs may be appointed by the TSCs on a rotating basis.
2. TSC chairs are invited to attend PGB meetings in expert voting member or non-voting member status as appropriate.
3. The PGB delegates TSCs the authority to manage and administer TSC memberships in accordance with Open Project Rules with notification to the PGB.
STANDING RULES VOTE

• **Chair:** Motion to consider adoption of the following Standing Rules:
  1. NIEMOpen PGB Expert Voting Members from TSCs may be appointed by the TSCs on a rotating basis.
  2. TSC chairs are invited to attend PGB meetings in expert voting member or non-voting member status as appropriate.
  3. The PGB delegates TSCs the authority to manage and administer TSC memberships in accordance with Open Project Rules with notification to the PGB.

• **Chair:** Do any of the members have comments on the proposed Standing Rule(s) ?

• **Chair:** Are there any objections to approving the proposed Standing Rule.
INITIAL PROJECT ARTIFACTS PROPOSAL

• The NTAC, NBAC & NMO TSC’s recommend the following approach for initial Project artifacts:

  1. NTAC will prepare the NIEM Conformance Targets AttributeSpecification (CTAS) 3.0 for approval as a Project Specification (PS)
  2. The TSC’s recognize that NIEM Version 5.2 was published under the existing niem.gov process. The TSC’s intend to accept the NIEM Version 5.2 artifacts as contributions to the NIEM Open Project
  3. The TSC’s will develop and issue NIEM 6.0 Release under the new NIEM Open Project Rules.
INITIAL PROJECT ARTIFACTS VOTE

• **Chair:** Motion to concur with TSC’s approach for handling initial Project artifacts:
  1. NTAC will prepare the NIEM Conformance Targets Attribute Specification (CTAS) 3.0 for approval as a Project Specification (PS)
  2. The TSC’s recognize that NIEM Version 5.2 was published under the existing niem.gov process. The TSC’s intend to accept the NIEM Version 5.2 artifacts as contributions to the NIEM Open Project
  3. The TSC’s will develop and issue NIEM 6.0 Release under the new NIEM Open Project.

• **Chair:** Do any of the members have comments on the proposal?

• **Chair:** Are there any objections to approving the proposed motion(s)
THE NBAC TSC Proposes to Begin Transitioning Domains to NIEM Open Project:
1. The NBAC TSC proposes establishing former NIEM Domains as subcommittees under the NBAC TSC

The NBAC and NMO TSC’s will assist Domains with transition:
1. Establishing Charters/Governance Documents reflecting Open Project Rules
2. Executing Individual contributor license agreements (i-clas) and entity contributor license agreements (e-clas)
3. Verifying Domain membership and Stewards/Domain Leadership Positions
4. Identifying Domain NBAC TSC Voting Members
5. Establishing the subcommittees in accordance with Open Project and NBAC TSC rules

The NBAC TSC is establishing a Tiger Team to assist with this transition process

TSC’s will keep PGB informed of transition progress.
• **Chair:** Motion to concur with the following proposal:
  1. The NBAC TSC proposes establishing the former NIEM Domains as subcommittees under the NBAC TSC

• **Chair:** Do any of the members have comments on the proposed transition of Domains to NIEM Open Project?

• **Chair:** Are there any objections to approving the proposed motion(s)
DISCUSSION

• **Chair:** Should the PGB consider appointing a Vice-Chair? I open the floor to discussion.
  — The duties of a vice-chair typically include **assisting the chair in carrying out important tasks, standing in place of the chair when he is absent and acting as a go-between for the chair and the PGB and other members**
  — Initial thoughts, pros/cons, ……. 
  — Deliberate, nominate, and vote at our next meeting on 11 April 2023
    ❑ Nominate candidates using PGB mailing list *(suspending date 15 March 2023)*
    ❑ Include NIEM OPEN PGB Vice-Chair Candidate as the subject line of the post
    ❑ Not on the PGB mailing list? Subscribe at: [https://lists.oasis-open-projects.org/g/niemopen-pgb](https://lists.oasis-open-projects.org/g/niemopen-pgb)

• **Chair:** Are there additional Standing Rules or proposals from the floor (PGB Voting Members)?

• **Chair:** Our next scheduled PGB is Tuesday, 11 April 2023, 3-4 PM EST.

• **Chair:** Please submit agenda items for our April Meeting using the PGB Mailing List.

• **Chair:** Please submit agenda items for our April Meeting using the PGB Mailing List. *(suspending date 15 March 2023)*
  — Include April PGB Agenda Topics as the subject line of the post
  — Not on the PGB mailing list? Subscribe at: [https://lists.oasis-open-projects.org/g/niemopen-pgb](https://lists.oasis-open-projects.org/g/niemopen-pgb)
RESOURCES

• OASIS Open - OASIS Open (oasis-open.org)
• NIEMOpen.org: http://NiemOpen.org
• Git Repos
  – NIEMOpen: https://github.com/niemopen/
  – NTAC TSC  TBD: in-progress
  – NBAC TSC  TBD: in-progress
  – NMO TSC  TBD: in-progress
• NIEMOpen Slack Channel: https://niemopen.slack.com/
• Mailing Lists
  – NIEMOpen  : https://lists.oasis-open-projects.org/g/niemopen
  – PGB: https://lists.oasis-open-projects.org/g/niemopen-pgb
  – NTAC TSC: https://lists.oasis-open-projects.org/g/niemopen-ntactsc
  – NBAC TSC: https://lists.oasis-open-projects.org/g/niemopen-nbactsc
  – NMO TSC: https://lists.oasis-open-projects.org/g/niemopen-nmotsc

POC/Administrator: Aubrey Beach| beach_aubrey@bah.com
PGB MEETING SCHEDULE

NEXT PGB Meeting
• Tuesday, 11 April 2023
• Virtual Meeting 2 – 4 PM EST
  – Virtual: MS TEAMS

Q3 & 4 2023 Meetings
• Tuesday, 11 July 2023
• Tuesday, 12 Dec 2023

Potential Agenda Topics
• 6.0 Release, approval process considerations
• OASIS Specifications /Standards
  – NIEM Products as possible candidates for submission (discussion)
• PGB Co-Chair Vote
• NIEM OPEN Discretionary Funding
• Sponsor Recruitment
• Communications & Outreach
ADJOURN

• **Chair:** Is there any other business?

• **Chair:** Do any of the PGB members or our attending guests have any questions?

• **Chair:** Meeting Adjourned
BACKUPS
SPECIFICATION WORKFLOW AND TIMELINE

- Request a spec template from OP Admin
- Decide on editor(s)
  - Editor's job is to capture the intentions of the project team/TSC
  - Editor's Manual starting at https://docs.google.com/document/d/1ITارتلت_rollupVbGwRDKRipqMnNwM2ozZd7/edit
- Create Project Specification Draft (PSD)

- PSD produced with oversight of TSCs
- TSC recommends PSD to PGB

- GitHub Repo
- OASIS Project Library docs.oasis-open-projects.org

- Working Draft 3-6 Months
- Special Majority Vote 7 Da
- Statements of Use 1-3 Months
- Special Majority Vote 7 Days 2-3 Weeks Publish Candidate Standard
- 8-18 Months 12-24 Months

- PGB requests Special Majority Vote be run by OP Administrator
  - PS has the same standing as an OASIS Standard
  - 7 days minimum - 2/3 must vote yes, no more than 1/4 nay votes
  - OP Admin publishes PS to the library and announces/promotes

- PGB can decide to advance PS to OASIS for consideration as an OASIS Standard
  - Requires 3 Statements of Use and a Special Majority Vote run by OP Admin
  - 60-day public comment period
  - The Project Specification (PS) is put to OASIS Members in a 14-day Call for Consent. If no objections, work becomes an OASIS Standard, eligible for submission to other SDOs

- Project Specification Approved by PGB
  - Submitting to OASIS as a Candidate Standard

- OASIS Standard approved by members under Call for Consent

- OASIS Standard
  - 60 Days
  - 14 Days
  - Publication & Announcement 1-2 Weeks
## NBAC, NTAC, & NMO TSC CO-CHAIRS

<table>
<thead>
<tr>
<th>TSC</th>
<th>Approved (TSC CHAIRS)</th>
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<tbody>
<tr>
<td>NBAC TSC</td>
<td>Mr. Kamran Atri &amp; Mr. Thomas Krul</td>
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<tr>
<td>NTAC TSC</td>
<td>Dr. Scott Renner &amp; Mr. Jim Cabral</td>
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<tr>
<td>NMO TSC</td>
<td>Ms. Katherine Escobar &amp; Ms. Beth Smalley</td>
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# NIEM OPEN MAINTAINERS

<table>
<thead>
<tr>
<th>GitHub Repos</th>
<th>Primary</th>
<th>Alternates</th>
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</thead>
<tbody>
<tr>
<td>NIEM Open</td>
<td>Ms. Christina Medlin &amp; Mr. Aubrey Beach</td>
<td>Mr. Tom Carlson, Ms. Shunda Louis</td>
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<tr>
<td>NBAC TSC</td>
<td>Ms. Christina Medlin &amp; Mr. Aubrey Beach</td>
<td>Mr. Tom Carlson, Ms. Shunda Louis, Mr. Steve Sullivan</td>
</tr>
<tr>
<td>NTAC TSC</td>
<td>Mr. Tom Carlson &amp; Christina Medlin</td>
<td>Mr. Aubrey Beach, Ms. Shunda Louis, Dr. Scott Renner, Mr. Mike Douklias</td>
</tr>
<tr>
<td>NMO TSC</td>
<td>Mr. Aubrey Beach</td>
<td>Ms. Shunda Louis, Mr. Steve Sullivan, Mr. Mike Douklias</td>
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Ms. Christina Medlin  
Mr. Aubrey Beach  
Mr. Tom Carlson
PHYSICALLY TRANSFER NIEM CAPITAL/ EQUITIES TO OASIS (LEAD DEVELOPER)

- **NIEM API 2.0** - Provides lead developer resources currently used to manage the NIEM model as open-source code
  - NIEM database
  - NIEM model management functions (add, update, delete content)
  - NIEM model QA Change request spreadsheet
  - QA Change request spreadsheet importer
  - NIEM XML schema importer
  - NIEM XML schema generator
  - NIEM XML schema conformance validator
  - Documentation spreadsheet generator
  - Change log generator
  - Release builder
  - Release statistics generator
  - Migration rule builder
  - SSGT
  - Migration Tool

- **User Tools** - Open-source front-end tools for the NIEM community.
  - SSGT 2.0 functionality
  - Migration Tool functionality

- **Processes**
  - Harmonization
  - Change request
  - QA Build a release (major, minor, supplement/update)
  - Deploy NIEM tools
  - Build a NIEM specification

- **Subdomain Management** - Transfer files and management of the following niem.gov subdomains. Management functions include hosting management, updating certificates, managing redirects, and other system admin functions.
  - release.niem.gov - Contains release artifacts that are also available on the GitHub NIEM-Released repo, but schema URIs resolve here (via redirects)
  - reference.niem.gov
    - guidance - Old information, archive candidates
    - resource - Old information, archive candidates
    - specification - Contains NIEM specifications, conformance target identifiers and other links resolve here
  - publication.niem.gov - Contains domain updates and Core supplements
  - tools.niem.gov - Currently hosts SSGT and ConTesA
  - beta.movement.niem.gov - The source code for Movement is already open source and available on GitHub

- **Mailing Lists**

- **Miscellaneous**
  - NIEM OASIS specification generator
  - NIEM GitHub Sites
  - GENC codes parser - Schematron to extract GENC codes to update NIEM releases
  - NIEM GML profile generator - XSLT to subset the full GML external standard for the NIEM release
  - NCCT issue export - Export issues from the old Bugzilla issue tracker (NIEM Configuration Control Tool) used prior to the GitHub issue trackers
PHYSICALLY TRANSFER NIEM CAPITAL/ EQUITIES TO OASIS (NMO)

- Specifications for all NIEM releases
  - Naming and Design Rules (NDR)
  - JavaScript Object Notation (JSON)
  - Code Lists Specifications
  - Conformance Targets Attribute Specification v3.0
  - Information Exchange Package Documentation (IEPD) Specification
  - Conformance Specification
- Metamodel
- Model
- Source Code
- NIEM Version 5.2
- NIEM OPEN Release 6.0
- User Tools
  - The Common Model Format (CMF)
  - MEP Builder Tool
- R2 Open
- Training (Active and Archive Material)
- Documentation Archive Files
NIEM VERSION 5.2 (2022)

- Biometrics – Additional DNA encoding content
- Cyber – New Cyber Physical System (CPS) and ransomware content
- Learning and Development *(new)* – New content for courses, course sections, students, and employment positions
- Justice
  - Updated National Crime Information Center (NCIC) code sets
  - Updated Model Minimum Uniform Crash Criteria (MMUCC) code sets
- Military Operations
  - New Minimum Essential Metadata (MEM) content – resource descriptions, safeguarding and sharing information
  - New USMTF (US Message Text Format) content – military operations, missions, resources, readiness, and training
- General code set updates

Check release status at [https://niem.github.io/niem-releases/](https://niem.github.io/niem-releases/)

<table>
<thead>
<tr>
<th>Phase</th>
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<tbody>
<tr>
<td>Alpha 1</td>
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<tr>
<td>Beta 1</td>
<td>OCT 2022</td>
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<tr>
<td>RC 1</td>
<td>NOV 2022</td>
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<tr>
<td>Release</td>
<td>Dec 2022</td>
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NIEM OPEN 6.0 RELEASE (2023)

Content Updates
• International Human Services \textit{(new)}
• Military Operations – Add additional USMTF content
• Additional content changes for domains
• The Harmonization Subcommittee will review and harmonize content across Core and the domains
• Merge complex and simple code types
• Simplify how metadata is defined and used
• Standardize representation of adapters
• Potentially simplify the representation of roles in the model

Specification updates
• Naming and Design Rules (NDR)
• Message Specification Guidelines
• Update others to meet OASIS requirements

Tool updates
• SSGT – New content and 6.0 architecture changes
• Migration Tool – New migration from 5.2 to 6.0 subsets
• Conformance Tool – Validate schema conformance against updated NDR rules
• NIEM API – Support new content, architecture, backend model and release management capabilities