

PWG Steering Committee

2008-10-30 Off Cycle Conference Call Minutes

1. Attendees

Attendees: Lee Farrell (Canon), Rick Landau (Dell), Jerry Thrasher (Lexmark), Ira McDonald (High North / Samsung), Harry Lewis (InfoPrint Solutions), Peter Zehler (Xerox)

2. Agenda

1. Identify Minute Taker
2. Special item - PWG Process/IP Document status
3. Special item – Approval of restructured leadership for IDS and IPP w/g's
4. Next SC Nov. 6, 2008.

3. Identify Minutes Taker

Harry Lewis

4. Process/IP Document Status

A special off cycle SC meeting was held for the main purpose of addressing real time feedback on our efforts to revise and update PWG IP Policy. The following changes to the PWG Process Document were agreed to.

A new section will be added:

2.4.1 Intellectual Property Procedures

This section describes the application of the PWG's IP Policy as it relates to meetings of the PWG.

2.4.2 Meeting Procedures

Each PWG working group meeting SHALL begin with a reminder that the meeting is subject to the agreed PWG IP Policy. The minutes of the meeting SHALL record that the reminder was provided and there was no objection. This requirement applies to all technical face to face and conference call meetings.

The PWG does not, as a matter of course, request letters of assurance from all members, participants or attendees.

And a section will be updated:

8.0 Approval

In no part of the approval process does the PWG solicit letters of assurance from all members, participants or attendees.

5. IDS / IPP w/g Chair search status

IDS and IPP working group leadership restructuring, as documented in the October Plenary minutes, was approved by the Steering Committee. - IPP - Shah Bhatti and Paul Tykodi will share the co-chair position going forward. Craig Whittle will continue as Secretary. Ira McDonald and Michael Sweat will edit. IDS - Ron Nevo and Dave Whitehead will share the co-chair position going forward. Lee Farrell

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will remain as Secretary. Jerry Thrasher will co-edit. The group will attempt to recruit additional editors for the binding spec (Smithson? Nevo?).

6. **Next SC call**

November 6, 2008 @ 2:00PM Eastern time.