**September 3, 2020 Executive Committee Call Minutes**

**Present:**

Don Thibeau – Executive Director

Mike Jones

Nat Sakimura

Bjorn Hjelm

John Bradley

**Absent:**

George Fletcher

**Visitors:**

Mike Leszcz – OpenID Foundation

Tom Smedinghoff – Locke Lord LLP

1. **Don’s Communication with the Board**

Don has been reaching out to the board and has spoken with most members. He’s also e-mailed the board.

1. **Bjorn’s Conversation with James Bryce Clark at OASIS**

Jamie was willing to attend our next EC call. We’ll have a board meeting before that as currently scheduled. Bjorn believes that the next EC call is October 1st. In OASIS’ hiring process, there had been multiple conversations between the board and their candidate before the offer. Nat said that the OASIS position was vacant for nearly a year. Jamie didn’t tell Bjorn how they reached out to candidates.

Mike Jones said that he believes that time is of the essence and we don’t want to wait until October 1st to get going with the hiring process. Ideally, we’ll be making an offer before Don’s tenure ends so Don can help mentor the new hire.

1. **Meetings**

Meetings are currently scheduled as follows: A board meeting is scheduled for Thursday, September 17th. An EC call is Thursday, October 1st. A board meeting is Thursday the 15th of October. An EC meeting is Thursday, December 3rd.

The OIDF Virtual Workshop will be Wednesday, October 28th.

Mike Leszcz will also schedule EC calls for November 5th and 19th. We will try to have an EC call with Jamie on September 10th. Mike Leszcz will reach out to Jamie for scheduling.

1. **Hiring Committee**

Nat asked if we should reach out to the full board for hiring committee participation. We agreed on a committee of size five. Mike Jones suggested having a conversation with Eric Sachs about his experience hiring the last time. Mike and Bjorn will be on the call.

Mike Jones asked Don for his recommendations. Don suggested that we invite into the process people from the community and from the corporate members. Don noted that the whole board is male and we should intentionally reach out to women and minorities. Nat and Bjorn should solicit input from all the board members. Don believes it’s good to have a single point person for the hiring process. We thanked Bjorn for being willing to do that.

1. **External Communications**

Don has drafted an external statement. Mike Leszcz proposed that we post it the day after the board meeting, which would be Friday, September 18th.

Dale Olds will communicate to the corporate members. George Fletcher will communicate to the individual members. Nat will make a statement on behalf of the foundation. These will go hand-in-hand with the blog post. Mike Leszcz will work on drafts of all of these.

1. **External Engagements**

Nat and Don want Don to focus on external engagements during his remaining tenure. The OIDF’s Response to the EU Expanding the scope of eIDAS is one instance. At the FDX Developer’s Conference, Joseph Heenan, Nat Sakimura, and Stuart Low from Australia will keynote. Mike Leszcz and Don have put together a list of relationships and contacts. Nat said that we should do our best to involve those from external organizations in our working group processes.

1. **Certification Migration**

We decommissioned the old Python-based certification suite on August 31st. Now only the new Java-based suite is running. It is now in production mode and we are charging for certifications. See the updated instructions at <https://openid.net/certification/instructions/>.

1. **Job Description**

Mike suggested that people start thinking about the job description. Bjorn suggested that Don write a first draft, since he knows what it takes to do the job. Don agreed, while saying that it should be a starting point for us.