

# Executive Committee Meeting Minutes

Date: 09/05/2024

## Attendees

- Nat Sakumura (Chair)
- Dima Postnikov (Vice-Chair)
- Marie Jordan (Secretary)
- Nancy Cam Winget (Treasurer)
- George Fletcher
- Mike Jones
- Dean Saxe (Guest)

## Staff

- Gail Hodges
- Mike Leszcz
- Mark Haine
- Elizabeth Garber
- Paul Briault

## Agenda

- Call to Order & Welcome
- Resolution: Death and the Digital Estate (DADE) CG
- Update: July 2024 Budget Summary
- Resolutions: OIX Library Access + OIX/OIDF Opportunity Analysis
- Resolution: Specification Automation SOW
- Resolution: Approve Budget for Collaboration Tool(s)
- Resolution to Repurpose Japan Interop Budget – Drinks Reception
- Update: CFPB/FDX Status & Board Approach
- Board Decision: OPIN's Request for Reduced FAPI Recertification Fees
- Update: NIST SP 800-63-4 Draft 2 Process
- AOB
  - Preview 9/12 Board Deck
  - Priorities for Staff
  - 10/28 OIDF Workshop Discussion Sessions
  - New Workshop Concept for 2025
  - SIDI/OWF/F Merger Opportunities

## Summary of Key Points and Decisions

Nat called the meeting to order at 3:02 PT.

Resolution: Death and the Digital Estate (DADE) CG (Dean)

- Dean discussed a proposal brought to the OpenID Foundation to address the concept of digital estates when individuals become incapacitated or pass away. The proposal highlights the challenges of managing digital footprints and the need for mechanisms to delegate access to others. Specifically, this makes the issue even more challenged because of deep fakes. The proposal emphasizes the importance of establishing a community group to explore this space and advocate for the necessary tools and processes to deal with the digital estate at a use-case level. The community group will need to understand the guidance to provide because providers are disconnected.
- Gail mentioned that the ask is to pass a resolution to take this to the Board.
- Nancy asked about the budget for forming a community group and the responsibilities and Mike L. stated that a community group is the precursor to forming a working group. Assuming the community group is supported, Dean will work with Elizabeth on content creation. There will be a community group participation agreement for organizations (similar to the GAIN community group).
- Mike Jones asked about the governance of the community group, as there is no difference between the CG and a committee.
- Nat asked why there should be a community group instead of a working group. Dean mentioned that we are not at the state to develop anything, but it is more exploratory in scope at this time.
- A resolution was brought forth for the EC to recommend to the Board that this group be created, and the charter approved. George moved to approve the resolution. Nancy seconded the resolution. No discussions nor dissensions. The resolution was approved.

Update: July 2024 Budget Summary (Mike L)

- Mike noted that the full financials are prepared for the Board deck, which will be distributed early next week. Cash balance is at \$2.6M+. Paul is making good progress on memberships. The organization is on target for the end of year cash balance. Legal fees are still a bit over due to the process improvement and IPR policy changes.
- Gail stated that we wanted this context in mind for the additional resolutions.

Resolutions: OIX Library Access + OIX/OIDF Opportunity Analysis (Gail + Mark + Mike L)

Gail stated that Open Identity Exchange (OIX) announced they are ramping down their operations. For OIDF, there is some risk for content loss. There is also a reputation risk as OIX were working on SIDI Hub and this leaves a gap in trust frameworks. There are a lot of assets that they have where OpenID Foundation have opportunities. Gail mentioned that she has answers from Nick Mothershaw from OIX on the library access:

- The OIX open license terms would apply, but OI DF WGs, CGs and special topic groups can refer to them under the open license.
- OIX believes it would be acceptable for OI DF to host the materials after the three-year term, so they remain accessible to OI DF community and public.
- The detailed list provided by OIX was updated to include some older documents on UK Verify, and it will include source materials from trust framework analysis with only MOSIP and Singapore excluded since they did not give permission to share. It includes full Trust Framework reports information as well.

Gail stated that the resolutions is for the EC to make a small \$5K contribution to gain access to the documents for the next three years (and potentially permanent access). There is also a resolution to invest \$5K to hire Nick Mothershaw as a consultant to assist the EC on doing the analysis around the assets, conference opportunities, etc.

- Mike Jones asked if the documents in the library would be useful in referencing them in future OpenID specifications. Gail stated that it is possible as long as we follow the open license agreement. Mike stated that there is content that is likely relevant, so the cost is justified.
- Dima asked what will happen to this content if we do nothing. OIX will put it on a Github repository so the existing OIX members can have access. Mark stated that 2 of the existing board members would perform any maintenance on an open Github repository. Dima stated that after 3 years' time, the documentation may not be as valuable.
- Mark stated that we could put some of the content in the library into the member only area of the OpenID website (gated content). There is a paper from 18 months ago around Shared Signals that is relevant. There is also a trust framework guide that is relevant. Dima stated that he is less concerned about the content now but what will happen to the work that is ongoing and how it will continue. Nick remit to analyze the work and whether it is a fit for OI DF will be critical to understand this point. Some video content is included.
- A resolution was proposed to approve the \$5K to obtain access to the artifacts and documentation of OIX as outlined in the presentation. Marie made a motion to approve. Dima seconded the motion. No abstentions nor dissensions. The motion was approved.
- A resolution was proposed to approve the \$5K to obtain the services of Nick Mothershaw to assist in the analysis of the relevant documents. Dima made a motion to approve. Marie seconded the motion. No abstentions nor dissensions. The motion was approved.

Resolution: Specification Automation SOW (Mark H)

- Mark stated that there has been a lot of discussion about getting documentation/specifications out of a manual process. This will get it into an automated process and reduce the human effort involved in the review. The proposal is to get this in by October. Mark will be doing this with some oversight by Mike L, Mike J, Nat and some others to ensure we are following the proper compliance process. Gail stated that this should be an important part of the reputation of the foundation.
- Mike Jones stated that this should be available to all working groups and chairs. He stated that we may need to put policies around it, but the functionality should be available to those. Mark

stated that this is the purpose and the analysis behind it would put restrictions around chairs/co-chairs having certain rights, prior to approval by the secretary or other delegates.

- A resolution was proposed to approve the budget for the document process automation. Nancy moved to approve the motion. Marie seconded the motion. No abstentions or dissensions. The motion was approved.

#### Resolution to Approve Budget for Collaboration Tool(s) (Mike L)

- Mike stated that the foundation has used a lot of free resources for collaboration to date. The Board members have run into some issues with accessing Google docs or other tools. The initial recommendation is Sharepoint. Mike L. stated that he will send out a poll about the use of this tool and inquire about members being able to communicate on the same platform. Mike stated that the EC resolution is to approve \$5K to explore the use of the tools and to implement the use of them.
- Dima stated that he isn't opposed to a change in tools, but we may be just switching one issue for another in terms of access. Dima stated that we should be able to publish documents in dual modes, whatever tool is chosen. Marie stated that we should query members on what the best tools are for organizations that will not allow easy access to file sharing due to IT policies.
- Mike L stated that from a staff perspective, a tool is needed.
- Mark made the suggestion that there should be a requirement gathering stage and then a solutions delivery stage. There should be time spent on understanding the requirements before selecting a solution. Mike Jones agreed. Mark also stated that there needed to be an understanding of the member communities that need to be served.
- A resolution will not be made but a survey sent to gather further requirements. Mike L. stated that the team will do some more scoping and fact gathering.

#### Resolution to Repurpose Japan Interop Budget – Drinks Reception (Gail)

- Gail stated that there will not be a shared signals interop event as previously stated. The previously approved amount for this event could be repurposed for this event. The resolution was made to repurpose the budget. No oppositions were made. Nancy made a motion to approve the resolution. George seconded the motion. No dissensions or objections. The motion was approved.

#### Update: CFPB/FDX Status & Board Approach (Gail + Mike + Mark + Jospeh + Mark + Eliza)

- Gail stated that the CFPB conversation was held last week and the discussions among the foundation staff were to have the application ready as quickly as possible and give to FDX. Unless there is a partnership agreement signed with FDX, there may not be agreement with them to support FAPI. There will be additional meetings with them. Mark has started to gain comments on the application.
- Gail stated that there were some key terms drafted for the FDX relationship.
- The conversation continued after meeting officially ended.

The following items were not discussed, and the meeting was officially ended at 4:00 pm PT.

Board Decision: OPIN's Request for Reduced FAPI Recertification Fees (Mike L)

- Not discussed

Update: NIST SP 800-63-4 Draft 2 Process (Mark H)

- Not discussed

AOB (Gail)

- Preview 9/12 Board Deck
- Priorities for Staff
- 10/28 OIWF Workshop Discussion Sessions
- New Workshop Concept for 2025
- SIDI/OWF/F Merger Opportunities