

DRAFT 2018-05-30 Meeting notes

Date

2018-05-30

Status of Minutes

DRAFT

Approved at: [DRAFT 2018-06-13 Meeting notes](#)

Agenda

1. Call to order
 - a. Roll Call & Determination of quorum status
 - b. Agenda bashing
 - c. Kantara Organization updates
2. WG Motions
 - a. Motion to approve [DRAFT 2018-04-04 Meeting notes](#) and [DRAFT 2018-05-02 Meeting notes](#)
3. Discussion of initial Table of Contents - Corné
4. Upcoming conferences and events
5. All Other Business (AOB)
6. Adjourn

Attendees

Voting

- Corné van Rooij, Andrew Hughes, Jim Pasquale,

Non-Voting

- Chris Olsen, David Turner, Ken Klingenstein, Colin Wallis

Regrets

-

Quorum Status

Meeting was <<>> quorate

Voting participants

[Participant roster \(CMS\)](#) - Quorum is 4 of 6 as of 2018-04-02

(Voting status: Corné van Rooij, Jim Pasquale, Andrew Hughes, Tony Fish, Pushpalanka Jayawardhana, John Wunderlich)

Discussion Items

Time	Item	Who	Notes
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5 min	<ul style="list-style-type: none"> • Call to order • Roll call • Agenda bashing • Organization updates 	Chair	<ul style="list-style-type: none"> • Meeting was called to order and the roll was called • Please ensure that you sign the Group Participation Agreement <ul style="list-style-type: none"> • Please review these blogs offline for current status on Kantara and all the DG/WG: <ul style="list-style-type: none"> • 2018: April • Working + Discussion Group Activity
5 min	WG Motions Quorum required	Chair	<p>Meeting was not quorate at the time of motion-making - deferred</p> <p>Motion to approve DRAFT 2018-04-04 Meeting notes and DRAFT 2018-05-02 Meeting notes</p> <p>Moved by:</p> <p>Seconded:</p> <p>Result:</p>
5 min	Introductions	All	
15 min	Interview style to collect information	Corné	<ul style="list-style-type: none"> • Corné introduced the idea of using interviews to collect practices from organizations <ul style="list-style-type: none"> • Use several viewpoints: Consumer (UI/UX); data controller (lifecycle, system interactions, auditability) • There will be an interaction diagram to help structure the discussions
30 min	Discussion on document drafting	Corné	<p>The draft is in a Google doc - feel free to comment - Chairs and Editor will control acceptance of material.</p> <ul style="list-style-type: none"> • Ken suggests prioritizing topics that are not well defined - <ul style="list-style-type: none"> • e.g. the Facebook/Google coarse grained authorization/consent - it is not fine-grained • gathering informed content that makes for effective decisions • explaining the minimum attribute set that is required for application function • The origins of the document and target audience has been for small-medium enterprises - to help them with a 'known-good' set of practices to follow • Also, should change the name to 'Common Practices'
5 min	Upcoming conferences and events	Andrew	Events that Kantara will have an active role: https://kantarainitiative.org/events/
5 min	AOB	Chair	<ul style="list-style-type: none"> • myData conference Helsinki - the proposal to the Interoperability track has been accepted - contact Jim at digi.me to get in on the demo • Jim notes: <ul style="list-style-type: none"> • MEF has replied and is setting up a call to discuss some kind of cross-participation • IAPP is willing to post new articles on their best practices blog • Corné is discussing with KNAB, Roche, DFDS to ask them to present here • Jim <ul style="list-style-type: none"> • Personal Data Trade Association - NY/USA based non-profit - did a 2017 'Personal data week' • Propose to do a hackathon in September at their Personal data week • Cornell has a degree program with projects backed by venture capital - this might be a catalyst for adoption
	Adjourn	Chair	Next WG meeting Wednesday, June 13, 2018 10:00 Eastern Daylight Time / 15:00 BST

Action Items

Status	Action	Assigned to	Due Date

