

2021-11-10 Meeting notes

APPROVED

Date

10 Nov 2021

Attendees

See the [Participant roster](#)

Voting

Participant	Attending
Brudnicki, David	
Hodges, Gail	
Jones, Thomas	Y
Wunderlich, John	Y
Williams, Christopher	Y

Non-Voting

Participant	Attending
Aronson, Marc	
Gropper, Adrian	
Hughes, Andrew	Y
Jordaan, Loffie	
Whysel, Noreen	

Guests

- Kay Chopard

Quorum

Meeting was quorate

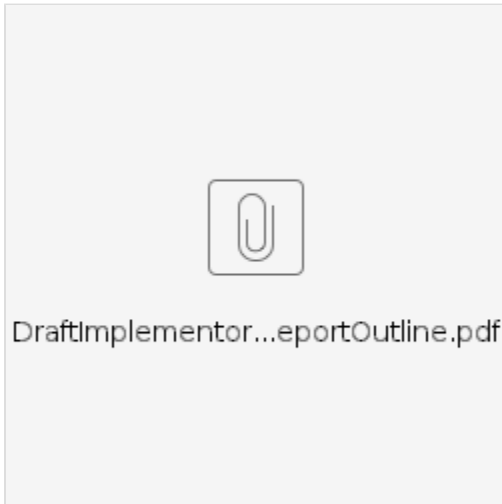
Goals

- Identify high-level sections and content for the draft report
- If possible, identify work items or work packages that people can work on.

Discussion items

Time	Item	Who	Notes
	Call to Order and Introductions	John Wunderlich	<ul style="list-style-type: none">• New Secretary (Andrew Hughes) has volunteered for the leadership group• Andrew requests to be changed to Voting status at the conclusion of this meeting• Every participant should have signed the GPA• GitHub for WG-PEMC has been set up to track issues.

40 minutes	Outline of draft implementors report	All	<ul style="list-style-type: none"> • Plan is to draft the Implementer's Guidance as a Kantara Report, then to produce the requirements documents, then convert the Guidance document into a Recommendation • Front matter comes from the Kantara Template • Discussion on "use case writer's guide" <ul style="list-style-type: none"> • Andrew pointed at this page from the ID Verification Use Cases DG • Providers v Issuers v Verifier <ul style="list-style-type: none"> • Provider is the credential platform and app provider a.k.a. the "Credential Wallet" and backing infrastructure • Issuer is the maker of the credential • Verifier consumes the credential, checks it and reports the result • Identify work packages • Discuss where the drafts will be (Dropbox proposed)
15 minutes	New business	All	
	Adjourn		Christopher moves; Andrew seconds



Next meeting

17 Nov 2021 13:00 Eastern

Action items

- Draft the Front Matter - John Wunderlich
- Draft Scope Statement - Christopher Williams
- Draft Definitions - Andrew Hughes
- Draft Implementor's Guidance - Defer
- Draft Use Stories Section - Tom Jones
- Set up Dropbox location John Wunderlich https://www.dropbox.com/sh/bomansfryuurshk/AABRd_b9NsOsgqlYQBTsger2a?dl=0