

GISB FTTF Meeting 1/18/00 9:00 AM at Williams

Attendees: Joe Kardas, Mark Gracey, Andy Sicignano, Chris Solakian, Jim Keisler, Terry Lehn, Cynthia Corcoran, Susan Croley, Richard Hamilton, Kim VanPelt, John Tsucalas. Mike Shahan

Scribe: Terry Lehn

Agenda:

- Introductions
- Anti-trust
- Adoption of Agenda
- Review of Unapproved Minutes
- Determine Items to be on FTTF's Review Cycle (to be presented to EC in February)
- Review Dick Brooks' AS2 Convergence Document
- Review FTTF Workload and Schedule for 2000
- Miscellaneous
- Adjournment

Minutes

- **Introductions**
 - All introduced themselves.
- **Anti-trust**
 - Mike advised of the anti-trust guidelines.
- **Adoption of Agenda**
 - Adopted as is.
- **Review of Unapproved Minutes**
 - Minor spelling corrections noted.
- **Determine Items to be on FTTF's Review Cycle (to be presented to EC in February)**
 - Mike presented the minimum's and versions found in GISB standard version 1.4. These are items that FTTF will recommend to the EC be considered in upcoming FTTF meetings. There is not an implication that these items need change. They may not.
 - *References below will be to the PDF page numbers of the document found on GISB's site.*
 - Page 20: The list of allowed ports (note: EBB/EDM was the intended specific EDM for this standard). Page 63 lists allowed HTTP ports for EDM (note: EDI/EDM was the intended specific EDM for this standard).
 - Note: We found that standard 4.3.70 references an appendix that no longer exists.
 - Page 22, 68: PGP versions.
 - Page 98: HTTP version.
 - Page 98: HTML version.
 - Page 102 (Appendix C): Browser versions, plug-ins and features, operating systems, all hardware characteristics (e.g., CPU speed, display resolution, memory), example configurations, Web appliances (e.g., Web TV) and any applicable footnotes.
 - Page 104 (Appendix D): Review items in a manner similar to previous bullet.
 - We agreed by unanimous vote that the above items should be sent to the EC.
 - It was discussed that we should suggest the GISB standards version (e.g., 1.5, 1.6) for a set of changes so there is some warning of anticipated changes and their timing. Decided to add this to our agenda under miscellaneous below.
 - Mike will try to get a conference call on Monday, Jan 24 to have these minutes approved.

- **Review Dick Brooks' AS2 Convergence Document**
 - This agenda item is not for FTTF to review the Dick Brooks' document but to understand what, if anything, FTTF is expected to do regarding this document.
 - Andy gave an overview of a meeting held with Dick Brooks to consider some changes to the original AS2 standards. Dick has created a revised version that has been posted to GISB's site. It wasn't clear what action FTTF was to take. It appears that this will be completely handled in separate EDM meetings.
 - Individuals on FTTF that have interest in the technical aspects of this document need to provide input to the EDM meeting this Friday, Jan 21.

- **Review FTTF Workload and Schedule for 2000**
 - The purpose of this agenda item is to determine what meetings are needed in the coming months.
 - We would want to get the minimum characteristics and version numbers discussed above by April.
 - We envision the need to have monthly face-to-face meetings in the immediate few months. It was suggested that these meetings be the 3rd Tuesday of each month.
 - **The next meeting will be Tuesday, Feb15.**

- **Miscellaneous**
 - We resumed the discussion on recommending changes for the two upcoming versions of GISB standards (i.e., version 1.5 and 1.6).
 - John and Cynthia developed sample table that conveys suggested timing of upcoming versions and features as discussed above. The table included a disclaimer which doesn't commit GISB to the projected (i.e., version 1.6) changes timetable. This will be included with the minutes. Recommending a projected timetable for version changes and features to the EC was approved unananimously.

- **Adjournment**
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