Sparkplug Steering Committee Minutes

2020-February-28

<table>
<thead>
<tr>
<th>Discussion Topic</th>
<th>Moderator</th>
<th>Minutes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sparkplug Steering Committee Initial Meeting to Launch Interoperability for MQTT-based Industrial IoT Solutions</td>
<td>Frederic</td>
<td>60</td>
</tr>
</tbody>
</table>

Attendees

- Arlen Nipper - Cirrus Link Solutions (Interim Chair)
- Jeff Knepper - Canary Labs
- Todd Anslinger - Chevron (Guest)
- Frederic Desbiens, Eclipse Foundation
- Paul Buck, Eclipse Foundation
- Sharon Corbett, Eclipse Foundation

Minutes

- Frederic presented a slide deck [1] to kick off the inaugural Steering Committee Meeting identifying the following areas for discussion (Initial Membership Commitments, Sparkplug Charter and Scope, Operationalization of the Working Group, 30/60/90 plan and next steps)

- Interest in Group - Generally, there is a lot of interest from companies to join; Press release has provided good momentum
• MQTT and Sparkplug for IIOT Chart were discussed and agreed the eight points on the Sparkplug B side to be utilized to push the mission statement and business value of the Group. Useful for Whitepaper creation.

• Marketing
  ○ Marketing is folded into the Steering Committee responsibilities; there is no separate Marketing Committee
  ○ Thabang Mashologu, Vice President of Eclipse Marketing will be invited to the next meeting. Canary Labs suggested inviting an external marketing contact as a Guest to the next call.

• Events
  ○ Arlen speaking about Sparkplug in April (IOT World)
  ○ Suggested possibility of inviting Mark Ralph to speak about Sparkplug at the Connected & Autonomous Vehicles Talks April 9th. Frederic needs folks to respond with conference registration information
  ○ Discussed attending IIOT in Georgia later this year (Oct %) as important

• Logo
  ○ Formally registered this week
  ○ Many companies using the logo
  ○ Join group/educate on trademark guidelines

• Specification
  ○ Time for Dev to start working on specification
  ○ Paul Buck gave an overview of Eclipse Specification Process [2]:
    ■ Spec Project -> Spec Document -> TCK -> Reference Compatible Implementation
    ■ Current source of document is not an issue; tools to convert to asciidoc

• Participant Member Elections
  ○ The Committee agreed to proceed with the election process for the participant members as per the Charter

• Meeting Cadence
  ○ Two Week Cadence?
  ○ Conduct Doodle Poll to determine next meeting date
[1] https://docs.google.com/presentation/d/131c-fASK9Ox6rRQf VI0Oq2Ar4k_KASSTN8Nc3HG3KXw/edit#slide=id.g520c85af34_0_0