Sparkplug Steering Committee Call

February 24, 2022

Agenda

Agenda Topics	Moderator	Minutes
Approve Minutes of the February 10, 2022 call	Frédéric	5
VOTE: Updated Sparkplug Working Group Charter RedLine Version 2_4 to 2_5	Frédéric	5
Contributions by non-member experts	Frédéric	10
Sparkplug Compatibility Program	Frédéric	10
Q1 community meeting planning	Frédéric	10
Sparkplug messaging collaboration update	Arlen / Benson	10
Membership pipeline	Arlen	10

Attendees:

Jackie Eldridge (Inductive Automation)
Hassan Jaber (Eclipse Foundation)
Kristine Zukose (Inductive Automation)
Frederic Desbiens (Eclipse Foundation)
Benson Houghland (Opto22)
Jeff Knepper (Canary Labs)
Arlen Nipper (Cirrus Link)
Ian Skerrett (HiveMQ)
Paul Buck (Eclipse Foundation)

Absent:
Wes Johnson (Cirrus Link)

Todd Anslinger (Chevron)
Don Pearson (Inductive Automation)

Minutes:
Objection to approving the last meeting minutes: None
Resolved, the Minutes of the February 10, 2022 Steering Committee Minutes were unanimously approved.

VOTE: Updated Sparkplug Working Group Charter RedLine Version 2_4 to 2_5
RESOLVED, the Steering Committee approves the revisions as presented during the February 10, 2022 meeting and based upon the update attached.

Please remember Charter Revisions require a supermajority approval followed by Executive Director approval.

Contributions by non-member experts

The consensus obtained in the internal discussion the Eclipse team had is that if someone wanted to sign the Eclipse Contributor Agreement, then they would be alright accepting the contribution on the specification. This could include: creating proposals for improvements, pusing PRS directly on the document to github, and submitting documents for discussion to the mailing list. If the steering committee thinks we need more of a structure to accompany the people wanting to contribute, Frederic can set up calls or facilitate the process but it is not necessary. The committee members think there needs to be another open communication channel created that Wes can monitor but doesn't feel obligated to respond to right away.

Sparkplug Compatibility Program

Frederic will be reaching out with a meeting poll to get the initial meeting with the Eclipse team and the volunteers that were willing, to help shape the compatibility program in a more precise way. During the meeting Frederic will share the wireframe of the process that will show the steps someone who wants to submit a product for compatibility will have to follow. The goal will be to make sure things are simple enough to be understood clearly and simply, and then the changes will come back to the steering committee to get final approval.

The webmasters team is informed that they will need to work on the website to implement the pages describing the compatibility program and the pages with the list of compatible products, etc., beginning of Q2 with the intent that by the end of May everything is ready for launch.

Q1 community meeting planning

The steering committee went over the proposed format that Frederic put together for the next community meeting that is planned to take place in the second half of March. They

decided they will go over: how to get involved, do a quick demo of the TCK, hardware and software perspectives, End User perspectives, and answer any questions from the community. From the Inductive Automation side Travis Cox will join to be able to be there for any additional technical aspect.

Frederic will try to have his content ready by the next meeting for review and feedback.

Sparkplug messaging collaboration update

Jeff and Benson met to put together a large framework for a Sparkplug white paper that focuses on identifying business problems and needs. Jeff shared an update on where that document stands with the steering committee. The timeline for the launch of the whitepaper is tentatively April 2023. It is currently at the point where it needs contribution from the other steering committee members and will be available to view in the slack channel once Jeff shares it there.

Meeting adjourned!