



**Telecommunications Industry Association**

1310 North Courthouse Road, Suite 890  
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**Approved by General Counsel**

TR-60

Meeting Date: 23 July 2020

Location: Teleconference

Approved: 30 July 2020



**Committee: TIA Engineering Committee TR-60 – ICT Lifecycle Management**

**Chair:** Jerry Bowman, Square Mile Systems, Inc.

**Vice-Chair:** Gregory Bramham, Global Com

**Secretary** Christy Miller, BCL IT Consulting

**Date & Time:** Thursday, 23 July 2020  
10:00am – 12:00pm (EST)

**Location:** Teleconference

1. Call to Order & Opening Remarks
  - A. David Bain thanked the committee for all the work thus far.
  - B. Sees a true need for this standard
2. Attendance Registration & Roll Call

<b>Attendance TR-60 Committee Meeting Teleconference 23 July 2020</b>				
<b>First Name</b>	<b>Last Name</b>	<b>Company Name</b>	<b>Voting Member</b>	<b>Present</b>
David	Cranmer	3rd Rock Air	Yes	
Christy	Miller	BCL IT Consulting	Yes	X
Jeff	Silveira	BICSI	No	
Todd	Taylor	BICSI	Yes	
Bethany	Rueddek	Concert Technologies, Inc.	Yes	X
Dennis	Mazaris	Concert Technologies, Inc.	No	
Colin	Gotimer	Connectivity Solutions, LLC	No	X
Dan	Gotimer	Connectivity Solutions, LLC	Yes	X
Chris	Scharrer	DCS Technology Design, LLC	No	X
Gregory	Bramham	Global Com, Inc.	Yes	X
Scott	Payton	Global Data Center Engineering	No	X
Martin	McMurray	JPMorgan Chase & Co.	Yes	
Cindy	Montstream	Legrand	Yes	
Allan	Banks	Molex, Inc.	No	
Bryan	Zorn	Molex, Inc.	Yes	
Tony	Russell	Molex, Inc.	No	X
Bob	Voss	Panduit Corps.	Yes	
Craig	Grant	Schneider Electric	Yes	
David	Cuthbertson	Square Mile Systems (UK)	Yes	X
Jerry	Bowman	Square Mile Systems, Inc.	Yes	X
Sergey	Mikhol	SureNet	Yes	
Fed	Belville	The Walt Disney Company	No	
Cheryl	Thibideau	TIA	TIA Staff Member	X
David	Bain	TIA	TIA Staff Member	X
Dave	Mercier	UL	Yes	X
Deborah	Prince	UL	No	
Mark	Reynolds	University of New Mexico	Yes	X

Gary	Patton	US Army	No	X
Ray	Stuve	USDA	No	
Grant	Hawkins	Velcro, Inc.	No	
GUESTS				
HENRY	FRANC	VICE CHAIR TR-42		X
JONATHAN	JEW	SECRETARY TR-42		X
STERLING	VADEN	VICE CHAIR TR-42.7		X
HARGER RAY	EMPLIT	VICE CHAIR TR-42.1		X

- A. Voting Members & Quorum Declaration
  - TR-60 Chair Jerry Bowman announced the formal withdrawal of two quorum members from the TR-60 ICT Lifecycle Management Committee and they were removed from the committee attendance and quorum rosters
  - Met Quorum
- B. Non-Voting Members
- C. Guests
3. Notice of Participation
  - A. Reading of the Notice of Participation
  - B. Participants were informed of the Important Notice of Participation, as shown below and in Note 1 on the agenda. There were no comments or questions.
  - C. IMPORTANT NOTICE OF PARTICIPATION
  - D. Participation in, or attendance at, any activity of a TIA Formulating Group or any sub-element thereof, constitutes acceptance of and agreement to be bound by all provisions of TIA Standards Development Procedures and permission that all communications and statements, oral or written, or other information disclosed or presented, and any translation or derivative thereof, may without compensation, and to the extent such participant or attendee may legally and freely grant such copyright rights, be distributed, published, and posted on TIA's web site, in whole or in part, on a non-exclusive basis by TIA or TIA's licensees or assignees, or as TIA directs. Exceptions to the foregoing may be granted or permitted in writing to the Chair of the Formulating Group by the head of the TIA Standards Department on a case-by-case basis.
4. Intellectual Property Rights Policy
  - A. Reading of the Intellectual Property Rights Policy
  - B. Intellectual Property Rights Policy (see Note 2)
  - C. Participants were informed of the TIA Patent Policy, as shown below and in Note 3 on the agenda. There were no comments or questions for clarification.
  - D. INTELLECTUAL PROPERTY RIGHTS (early disclosure policy)
  - E. TIA has an Intellectual Property Rights (IPR) Policy. We call to the attention of participants and attendees that TIA's Policy is to encourage, but not require, the voluntary disclosure (preferably early) of Essential Patent(s) and published pending patent application(s) that may be essential to the practice of a TIA Publication. Such disclosures are to be made following the procedures of the TIA Intellectual Property Rights Policy. Additional information can be found in the TIA Intellectual Property Rights Guidelines.
5. Agenda Approval (60-200723-02)
  - [Decision 60-2020/07-01](#)
  - A. Agenda Approved
6. Review and Approval of Previous Meeting Report 23 April 2020 (60-200423-03)
  - [Decision 60-2020/07-02](#)
  - A. Previous Meeting Approved

## 7. TR-60 Outline/Content Status

### A. Overview—Jerry Bowman

- Matrix
- Change from Service Towers to Processes
  - Will become major sections going forward
  - Have not determined whether there will be individual standards or one standard
  - Create a standard that addresses the full lifecycle management of all practice areas
- Reviewed Process Areas and the chairs of each area
- Approved major outline, approved working group chairs, and developed outlines

### B. Vote on name changes and process area name changes

- Proposed Outline and overall format
- Motion to accept the practice area and planning areas as shown on the screen—Mark Reynolds
- Second—Chris Sharrer
- Motion Approved

#### Decision 60-2020/07-03

### C. Lifecycle Planning Process Working Group Report

- Motion to approve the Lifecycle Planning Process High Level Outline—Mark Reynolds
- Second—Dave Cuthbertson
- Motion Approved

#### Decision 60-2020/07-04

### D. Information Management Process Working Group Report

- Motion to approve the Information Management Process High Level Outline—Chris Sharrer
- Second—Dan Gotimer
- Motion Approved

#### Decision 60-2020/07-05

### E. Design Process Working Group Report

- Motion to approve the Design Process High Level Outline—Dan Gotimer
- Second—Mark Reynolds
- Motion Approved

#### Decision 60-2020/07-06

### F. Implementation Process Working Group Report

- Motion to approve the Implementation Process High Level Outline—Christy Miller
- Second—Dave Cuthbertson
- Motion Approved

#### Decision 60-2020/07-07

### G. Operations Working Group Report

- Motion to approve the Operations Process High Level Outline—Christy Miller
- Second—Dan Gotimer
- Motion Approved

#### Decision 60-2020/07-08

### H. Approval of TR-60 Outline

## 8. Working Group Assignments

- ### A. Technology Section TR 60.1 for each process area—would like to establish at least 30%

- completion of content
  - B. Revert to working group chairs meeting every 2 weeks to review progress.
  - C. 60 days to complete 30% and reconvene for Committee approval of progress
  - D. Jerry Bowman to send examples to working groups
9. Old Business
- A. None
10. New Business
- A. None
11. Items from the Floor
- A. None
12. Adjournment
- A. Having concluded the meeting's deliberations, a motion was made to adjourn the meeting. This meeting was conducted in accordance with the TIA Legal Guides and the TIA Engineering Procedures and was adjourned at approximately 12:10 pm (EST) on 23 July 2020.

Jerry Bowman  
Chair  
Engineering Committee TR-60