<u>Approved by General Counsel</u>

TR-60.B Information

Management Subcommittee

Meeting Date:

04 May 2023

Location: Teleconference

Approved: May 2023

Meeting Report

TR-60.B Information Management Subcommittee Meeting

Date:	04 May 2023
Time:	10:00AM – 12:00PM EDT
Location:	Virtual GoToMeeting
Chair:	David Cuthbertson, Square Mile Systems
Vice-Chair:	Gary Patton, US Army
TIA Contact:	Cheryl Thibideau

Administrative/General Business

- Call to Order 10:02 am EDT
- Attendance (Call Quorum, Introductions, Roster)

Attendance TR-60.B Subcommittee Meeting Teleconference 04 May 2023

First Name	Last Name	Company Name	Present
Christy	Miller	BCL Consulting, Inc.	
Jeff	Silveira	BICSI	1
Peter	Sharp	Business Network Technology	1
Ben	Dillard	Concert Technologies, Inc.	1
Sahar	Granholm	Concert Technologies, Inc.	
Dan	Gotimer	GHD, Inc.	1
Scott	Payton	GDCE	1
Jerry	Bowman	ITechForge, LLC	1
Cindy	Montstream	Legrand	1
Tim	Reichert	Lifecycle Sherlock	
Bob	Voss	Panduit	
David	Cuthbertson	Square Mile Systems	1
Scott	McIsaac	Tellabs, Inc.	
Cheryl	Thibideau	TIA	1
Jacques	Fluet	TIA	1
Mark	Reynolds	University of New Mexico	1
Dave	Mercier	UL Standards & Engagement	1
Gary	Patton	US Army	1
		Total	**13**

- Quorum achieved at 10:01 am EDT

Meeting Report

- Notice of Participation

TIA Important Notice of Participation

Participation in, or attendance at, any activity of a TIA Formulating Group or any sub-element thereof, constitutes acceptance of an 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.

TIA is actively seeking participation in TR-60 standards projects from the user and general interest categories

- Intellectual Property Rights Policy (Early Disclosure Policy)

TIA's Intellectual Property Rights Policy can be found in Statements of Policy (ANNEX C) and other clauses and annexes of TIA Standards Development Procedures. Participants in the work of the TIA Formulating Groups are urged to review the appropriate sections. Individual participants are encouraged to notify TIA of any patent(s) or published pending patent application(s) of which they are aware that may be essential to the practice of a proposed TIA Publication, including requirements introduced through normative references, early on in the development to reduce the possibility for delays in the development process and increase the likelihood that the proposed TIA Publication will become a Standard. However, a Patent Holder who has provided TIA with a TIA Patent Holder Statement with respect to the applicable proposed TIA Publication need not (but may elect to) identify its specific patent(s) or published pending patent application(s) that may be essential to the practice of the proposed TIA Publication in question. Patent searches are not required to comply with the TIA Intellectual Property Rights Policy.

- Current meeting agenda review and approval
  - Motion to approve agenda – Gary Patton
  - Second – Jerry Bowman
- Previous Meeting Report Review and Approval
  - Motion to approve previous meeting report – Cindy Montstream
  - Second – Dan Gotimer
- Chair Report
  - TSB/TR-60.B Case Study 3 – Financial and Cost Benefits of TR-60 life cycle processes. Feedback from both subcommittee and entire TR-60 committee due by May 31, 2023
- Old business
  - None
- New business
  - Request for TIA Connect training for entire TR-60.B Subcommittee from TIA
- TR-60 and TSB Update – Jerry Bowman
  - TR-60 will start a TR-60 channel on BrightTALK and kickoff webinars at 8am ET every third Thursday starting in June to bring in new members.
- TIA-5077.1 roadmap
  - Closer look at standards document structure

Meeting Report

- Items from the floor
  - None
- Adjournment at 11:25 am EDT
  - Motion to adjourn – Ben Dillard
  - Second – Dan Gotimer

This meeting was conducted in accordance with the TIA Legal Guidelines and the engineering procedures.

AVAILABILITY OF MEETING DOCUMENTS:

TR-60.B members/participants are instructed to download contributions and other meeting documents from TIA Connect (connect.tiaonline.org) before the meeting.

To access the meeting's contributions, please follow the directions below:

- Go to connect.tiaonline.org
- Enter your *Username* (your email address in the TIA database)
- Enter your *Password*
- Click "*LOGIN"*
- Click the "*Communities"* tab and then select "*All My Communities*"
- Scroll down the page and select "*TR-60.B Information Management*"
- Click on "*Documents*" and then select the "*2023-0504Virtual*" folder