



Meeting Minutes

Meeting Logistics	
Meeting Title:	MILOPS Domain May 2022 Meeting
Meeting Location:	Microsoft Teams Virtual Conference
Co-Chairs:	Katherine Escobar, Beth Smalley
Secretariat	Lavdjola Farrington
NBAC Liaison	Stephen Sullivan
Date of Meeting: (MM/DD/YYYY)	11 May 2022
Minutes Prepared By:	Tracy L Meyers

Purpose of Meeting
MILOPS Domain Update



Meeting Agenda / Discussion

1. Opening Remarks; Katherine Escobar
 - a. Ms. Escobar kicked off the meeting by allowing new members to introduce themselves so we can better understand that everyone who is supporting this domain is representing the best interest of the organization and how we can return the favor to better support the members.
2. Minimum Essential Metadata (MEM) Update
 - a. Mr. Chipman provided an overview of what MEM is and their latest status update.

Minimum Essential Metadata (MEM) is a limited set of metadata necessary to support the 'must have' functions for any data across *DoD, joint, interagency, and coalition* at the time of 'creation' that will be exchanged.
 - b. The next release will be in MOMs 5.2 around September/October time frame. Once this version is published in the 5.2, they plan to create a subset schema, a standardized subset schema that includes all of the NIEM components required for those top-level MEM attributes. They envision that once they generate this subset they will publish it in one of the NIEM repos, linked probably to MILOPS domain page for users to download. The good thing about this, is that this is very extensible, meaning if one identifies other metadata properties, they can easily be added to the subset. It is very user friendly.
3. NIEM Management Office (NMO) Status Update
 - a. Ms. Escobar provided the latest status on what the NMO has been working on. NMO continues to work on transitioning NIEM to OASIS, updating documents, sorting out the new org chart and looking at all of the technical sort of artifacts that need to move over. NMO hopes to see sponsorships from various organizations as part of this move. For NIEM to continue grow and move forward it is important to have sponsorship, that's how NIEM will be funded in the future.
 - b. NIEM training is provided every month and it gets sold out very quick. If you are interested NMO recommends looking at the NIEM websites to register as quick as possible for the following training.
 - c. NMO's next ESC is June 13 and invitations will be sent out soon.
4. NIEM Business Architecture Committee (NBAC) Update
 - a. NBAC continues to work on their activities that have been briefed in the previous meetings which includes supporting NIEM on transitioning to OASIS, updating NBAC documents.
5. NIEM Technical Architecture Committee (NTAC) Update
 - a. NTAC continues to work on the same issues that have been previously briefed. They continue to do work on the common model format that's a way to allow NIEM to support more than just XML and provide open source tools so that developers can use. They continue to work on NIEM 6 Architectures improvements.
 - b. They will have a face-to-face meeting for the week of 15 August in DC to work on these issues.
6. NIEM Training Update
 - a. The monthly training sells out really quick, within a couple of days. May is sold out. They do record the entire training and the plan is to provide hybrid training with on-call instructors to answer any questions. They now have a Fireside Chat which is focused on the people who have taken the training so they can have follow up questions but they may open it to anybody in the future



7. Restricted Repository Demo.
 - a. Mr. Chipman provided a demo where in the WMA portal you can find the restricted repository content. See recording for more details.
8. Closing Remarks – By Ms. Escobar
 - a. Ms. Escobar opened up the floor to anyone for any last thoughts, questions. Mr. Chuck Chipman offered to provide a quick USMTF update
 - b. USMTF Update – NIEM has been working with US Message Text Format program, MILSTAN 6040 which is a XML based standard for a while now and they are adopting NIEM design rules and adding their content into MILOPS Domain. There is some USMTF content in the MILOPS domain.

Questions, Decisions, Issues

Q:Ms. Sataari asked if the MEM is aligned with the DoD metadata?

A. Yes.

Q. Ms. Sataari followed with another question related to that. How is a revision to the item or information being captured when it's only date and time of creating?

A. The guidance right now doesn't address that level of detail. That will be on the implementation side. That said from a technical aspect, the memo states effectively you'll want to tag your data either at creation or at your soonest possible opportunity. Recognizing that there are systems out there that will be unable to attach the metadata. But once it reaches a certain threshold, a certain server threshold, etc. it can be tagged with that. And, then of course, I'm just going to sort of put my management hat on. Typically, when you think about data and as it gets updated over time, that becomes a new set of data. Technically. As it changes or moves that's actually a new set of data with a new minimum essential metadata applied to it. Now, is that how they're going to implement, I'm not quite sure because we are not there yet. But, from any previous technical implementations that I've personally been involved with that is how it's done from a configuration standpoint.

B.



Action Items <i>(add rows as necessary)</i>		
Action	Assigned to	Due Date

Next Meeting					
Date: (MM/DD/YYYY)	06/08/2022	Time:	1000-1130	Location:	MS Teams

Attendance		
Name	Organization/Affiliation	Purpose
Aziz, Kashif	NCIS OCDO	
Beach, Aubrey	BAH	Supporting the NIEM Management Office
Carlson, Tom	GTRI	Provide technical Support for NIEM
Chipman, Charles E		
Columbus, Robert		
Conrad, Michael Lee		
Cox, Greg		
Elder, Richard R	DISA/JITC	
Engelmann, Robert E		
Escobar, Katherine B		
Farrington, Lavdjola		
Garrity, Sean L		
Hardy, David F	BAH	Support the NIEM Management Office



Attendance		
Name	Organization/Affiliation	Purpose
Harrig, Brian William	USA	Contract support to the Defense Forensic and Biometrics Agency. One of their tasks is the development of biometrics data transmission specification in which they utilize NIEM
Haugh, Brian	IDA	Supporting C5ISR group in the Army
Helbringer, Robert M		
Johnson, Christopher D		
Lamaster, Elaine E		
Lee, Patricia S	MCTSSA	
Macias, Paul A	DLA	
Maerina, Gilbert A	DCSA PEO OTD	
McCoy, Rodney		
Medlin, Christina	NIEM Lead Developer GTRI	Manage the content releases
Michalowicz, Andrew	OPNAV	Here to monitor and learn more about NIEM
Mikal, Wyman		
Nannarone, Fred	DISA	With the Dhief Data Office
Nolder, Gregory W	AF CDO	Interested in learning more about NIEM
Parrish, Nicole G		
Reyling, Robert A		
Sattari, Mandana N		
Savonen, Jeffrey T		
Sigmond, Randy		
Smith, Gregory P		
Spurlin, Kevin W		
Sullivan, Stephen M	Joint Staff, J6 DDC5I DSD	
Talbott, Paula	JS J8	
Tanner, Larry E	DLA	
Thompson, Mark A	USAF ACC HQ	



Attendance		
Name	Organization/Affiliation	Purpose
Timme, Charles (Chip)	Missile Defense Agency, Office of the Chief Architect	Monitoring NIEM and working on determining the agency's path ahead
Verrochi, Lawrence R		