

# Spec Committee Meeting Minutes September 5th, 2018

Attendees (present in **bold**):

**Kenji Kazumura** - Fujitsu, **Michael DeNicola**

**Dan Bandera** - IBM, Kevin Sutter, Alasdair Nottingham

**Bill Shannon** - Oracle, **Ed Bratt**, **Dmitry Kornilov**

**Steve Millidge** - Payara, Arjan Tijms

**Scott Stark** - Red Hat, Mark Little

**David Blevins** - Tomitribe, **Richard Monson-Haefel**

**Ivar Grimstad** - PMC Representative

Alex Theedom - Participant Member

**Werner Keil** - Committer Member

+ 2 participants: a phone number (408 276 4170) and Technology Meeting

- **Past business / action items (10 minutes)**

- Approval of the August 22 and August 29, 2018 minutes as distributed.
  - Moved by Richard Monson-Haefel, seconded by Steve Millidge. Unanimously approved.
- High-level Plan for completing the Specification Process (per Mike's email)
  - Sept. 5: Agree on table of contents/outline of document. I.e. will the document we are constructing meet the requirement of describing a spec process in sufficient detail to replace the JCP?
  - Oct. 5: Draft complete
  - Oct. 10: Specification Committee approval to refer it to the Steering Committee
  - Oct. 16: Steering Committee approval to release for community review
- General agreement on the High-level Plan for completing the Specification Process achieved
  - Moved by Richard Monson-Haefel, seconded by Steve Millidge. Unanimously approved.
- Agree on the Scope and Outline (Table Of Contents) of the Specification Process Document
  - Moved by Richard Monson-Haefel, seconded by Bill Shannon. Unanimously approved.
- Discuss Specification Project lifecycle diagrams as presented in the [early draft document](#).
  - Most of the call was focused on gathering feedback on the diagrams. The feedback is already incorporated in the document.
- Resolve Comments in the [early draft document](#) - not discussed on this call.
- Reviewing the Plan (on the future calls)