**Source: Convenor: David Foote**

**Title: Draft Agenda**

**Agenda item: All**

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| 1 | Opening of the meeting (Convenor) |   |
| 2 | Roll Calls & Notification (Secretary)  |  |
| 3 | Approval of Agenda (Convenor) | **OneM2M – Telecon – 15-06-12 – Draft Agenda.doc** |
| 4 | Quick Summary of Last Call (Secretary)  | **Notes of the M2M Consolidation Partners Teleconference-01 June 2012** *(email from A. Scrase at approximately 09:50 GMT on 4 June 2012)* |
| 5 | Review of Actions from previous meetings |  |
| M2MCons 4/1: Secretary (Tokyo meeting)To maintain a summary of the contacts made by potential partners with vertical industry groups.  | *Ongoing* |
| M2MCons 4/3: Joint Ad-Hoc Group (Tokyo meeting)To update oneM2M secretariat function based on the agreement.  |  *Completed by Ad Hoc and approved by Plenary at 1 June 2012 teleconf in document:***oneM2M\_Secretariat\_Functions\_29\_may\_output** |
| ACTION 1:  Potential Partners (11 April 2012) To consider the oneM2M resourcing arrangements for 2013 | *Ongoing, see agenda item 7.1* |
| ACTION 2:  Potential Partners (11 April 2012) To consider the resources to be provided by Partners Type 2 for 2013 | *Ongoing, see agenda item 7.1* |
|  **ACTION 1**:  (18 May 2012)  Secretary to produce a finalised Partnership Agreement, implementing the CRs processed by the 25 May deadline. |  *Completed* |
|  **ACTION 2**: (18 May 2012) Potential Partners to announce their commitment to sign the Partnership  Agreement by the deadline 30 June. | *Ongoing, see agenda item 6* |
|  **ACTION 3**: (18 May 2012) Secretary to convene a meeting of Potential Partners on **Friday 1 June**  (**12.00 GMT**) | *Completed* |
|  |  **ACTION 4**: (1 June 2012) Secretary to convene a meeting of Potential Partners on **15 June, 29 June and 13 July** at (**12:00 GMT**) | *Ongoing* |
|  |  **ACTION 5**: (1 June 2012) ATIS & TIA will send out a proposed procedure for inviting verticals to SC#01 and a proposed list of potential verticals to the Founders email list for review until 8th June. | *Ongoing, see agenda item 9.2* |
|  |  **ACTION 6**: (1 June 2012) HODs will discuss the process for admitting new partners to oneM2M with an update to be provided to the plenary meeting of the 15th June | *Ongoing* |
| 6 | Process and time schedule for approval by respective Potential Partner Organization | *Each Potential Partner report.* |
|  |  6.1 ARIBInternal approval process is completed in ARIB, ready to move forward with the final signing. |  |
|  | 6.2 ATISInternal approval of the agreement will happen end of June 2012. A critical issue for ATIS will be how the budget issues are resolved |  |
|  |  6.3 CCSAInternal approval process is completed in CCSA, ready to move forward with the final signing. |  |
|  | 6.4 ETSIThe ETSI Internal approval process has begun and will complete on 22nd June. Final information of approval will be given on 30th June. |  |
|  |  6.5 TIATIA has begun internal approval process and should be complete by mid June. |  |
|  |  6.6 TTAAfter TTA Technical Assembly and Internal approval process, TTA will make formal decision to join at oneM2M. TTA Technical Assembly will be held on 12th, June. 2012. If it is possible, “the Effective Date” on the draft oneM2M Partnership Agreement needs to be reconsidered. |  |
|  |  6.7 TTCInternal approval process is completed in TTC, ready to move forward with the final signing. |  |
| 7 |  Report & Issues from joint ad-hoc group | *Input from joint ad hoc* |
|  | * 1. Secretariat Functions

Completed by Ad Hoc and approved by Plenary at 1 June 2012 teleconf in document: **oneM2M\_Secretariat\_Functions\_29\_may\_output** |  |
| * 1. Progress on other items:
* Algorithm for contribution to the 2013 budget.
* Evaluation of potential budget (pending discussion on resources)
* OneM2M working procedures
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| 8 |  Compilation of Understanding | ***M2MCons\_2012\_06\_15\_Compilation\_of\_Understanding\_Draft\_v111\_as\_01062012 - M2M CoU AdHoc.docx****(email from K. Lang at approximately 07:40 GMT on 12 June 2012)* |
| 9 | Future Meeting Plan |  |
|  9.1 Next Electronic Plenary meeting Date and time: 15 June, 29 June, 13 July at 12:00 GMT |  |
|  9.2 Preparation of SC meeting #1, 24-26 July 2012, Seattle, North America Meeting venue: Hyatt regency in Bellevue Starting time on 24 July 2012: 09.00 Ending time on the 26 July 2012: 12.00 | *Ongoing:**Agenda Update**Invitations Update* |
| 10 | Timeline and Milestones ***> Milestone M4 – Official Signing**** + Draft Agenda of the first SC meeting (2 weeks before M4)
	+ 2013 proposed budget (high and low) and funding model/membership fee structure and initial resources including schedule available
	+ Provision of secretariat functions agreed upon
	+ Founding agreement signed
	+ Steering Committee Members identified, call for SC chair candidates
	+ Preliminary list of members of the initiative identified
	+ ***Invitation to Verticals to join oneM2M at the official signing*** *( from M3)*
	+ Invitations issued to participate
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| 11 | Any other business |  |
| 12 | Closure |  |