

== Attendees ==

Imada San  
Fukuchi San  
Kate Stewart  
Yamaoka San  
Nathan Kumagai  
Endo San  
Matsumoto San  
Takemi San  
Dave Marr  
Shane Coughlan

== Project Update ==

Shane outlined four points of interest:

OpenChain Face-to-Face Monday March 4th, Leadership Summit  
OpenChain keynotes at Linaro Connect (March) and FOSS Backstage (June)  
OpenChain on the OWASP 24/7 Podcast  
Japan Work Team prepares for second meeting on Feb. 22

== Specification Update ==

Mark noted that all prior feedback was incorporated:  
[https://wiki.linuxfoundation.org/\\_media/openchain/openchainspec-1.2.draft.pdf](https://wiki.linuxfoundation.org/_media/openchain/openchainspec-1.2.draft.pdf)

Dave raised the issue of partial conformance, section of a company or a group. He raised the point that we should be sensitive that companies need an on-ramp to come into compliance.

One model:  
Pilot program, one group, then other parts of a group

Other model:  
Bring in acquisitions, on-ramp, and result in compliance adjustment

For the latter Dave proposed a grace period of one year. Imada San and Fukuchi San agreed with this proposal.

Fukuchi San also suggested that the project needs to be sensitive to the needs of small companies. They may need a checklist, local languages, and a focus on developer engagement as an on-ramp.

The idea of "OpenChain Conformance in a box" was discussed by Ueda San, Fukuchi San and Imada San. Dave concurred with this idea.

== Onboarding Work Team ==

Nathan noted three items:

He asked for all participants to please provide edits or suggest new content on the Google Docs links at <https://github.com/OpenChain-Project/Onboarding>

He noted new content will be used for handouts at the Open Source Leadership Summit on March 6-8

He ended with a note that the target date to complete new content is Feb. 19

== AOB ==

Dave congratulated that Japan team on recent activities.

Fukuchi San noted that Panasonic will host the 3rd Japan meeting in April.



