Open Platform for NFV Project, Inc.
Minutes of a Meeting of the End User Advisory Group
1 July 2016

A meeting of the End User Advisory Group ("EUAG") of Open Platform for NFV Project, Inc. ("OPNFV"), a Delaware not-for-profit membership corporation, was held on July 1, 2016 at 7:00 am U.S. PDT via a conference call.

Service Provider Company Participants Were: Milind Bhagwat (BT)**,** Andrea Caldini (Verizon)**,** Margaret Chiosi (Consultant), Don Clarke (CableLabs)**,** Herbert Damker (Deutsche Telecom), Toby Ford (AT&T)**,** Michael Hoarle (Verizon)**,** Chris Luke (Comcast)**,** Serge Manning (Sprint)**,** Guy Meador (Cox Communications)**,** Masanori Miyazawa (KDDI)**,** Raquel Morera (Verizon)**,** Tetsuya Nakamura (CableLabs)**,** Nagesh Nandiraju (Comcast)**,** Morgan Richomme (Orange)**,** Susana Sabater (Vodafone)**,** Claus Martiny (Deutsche Telecom)

Also participating were:
Heather Kirksey (The Linux Foundation), Ray Paik (The Linux Foundation), Brandon Wick (The Linux Foundation), Min Yu (The Linux Foundation)

Introduction
The EUAG Charter and Agreement have been created and approved by the OPNFV Board of Directors. The first EUAG kick-off meeting was held in Berlin at the OPNFV Summit. This is the second kick-off meeting.

Membership
The EUAG invites participation from telco or cable operators, enterprises that perform network functions and virtualizations, government and educational institutions, and public cloud entities. Membership in OPNFV is not required. In fact, inclusiveness on non-members is intended to facilitate diverse feedback.

Purposes
The purposes of the EUAG are to gather feedback on what's working and not working, to provide technical, strategic, and marketing guidance, to provide data on (combinations of) technologies or scenarios used to deliver the OPNFV platform, to hear presentations from operators about gaps in technologies, processes, and people, and to communicate with upstream projects. Additionally, the EUAG may create working groups for more focused efforts.

Governance
The EUAG will be a self-governed group with regular meetings. Meetings will take place at least once a month. Face-to-Face Meetings can also be held at the annual OPNFV Summit and other industry events, when convenient. Toby is currently serving as the group's Interim Chair until the Chair election. The elected Chair will serve a one-year term; s/he will set up each agenda ahead of time, run meetings, and drive action items. Future EUAG meetings will be closed to members who have signed the Agreement for participation. Meeting minutes will be published and shared with the public, though sensitive and proprietary information will be anonymous to facilitate frank and cordial exchanges of ideas.

There is no cost to participate in the EUAG and participants will not be compensated in monetary terms. The EUAG must abide by the policies of the OPNFV. Membership in the group will be decided by the group as opposed to being selected by the Board of Directors.

Initial Activities
The EUAG will start with the construct of listening to each other's stories of their involvement or non-involvement with OPNFV. The initial monthly calls will be dedicated to presentations by member

volunteers on how they're using OPNFV and where the gaps are in OPNFV as well as in upstream projects. Presenters who are not using OPNFV may articulate the rationale behind their non-use.

Participant Introductions
Participants introduced themselves and their reasons for joining this call. Several trends emerged:

Many participants said they wanted to inform their decision on whether or not to join the group. Some conceptualized the potential value of the group. Many said they've been following OPNFV and wanted to know more about specific developments.

A significant portion of participants talked about the importance of bridging the spec world and the open source implementation world, or of bridging research/concept and practical reality/implementation.

Many pointed out that they were joining with two hats on: one being the specific benefits to their own role and company and one being the contributions to the larger networking ecosystem.

Many said they would value sharing experiences, both at the level of specific implementation challenges and successes and at the big-picture level of different approaches and convergences.

Another common point was that the group might not only work to identify gaps and challenges but also catalyze collaboration to move forward with new ideas on integration and implementation.

Next Steps
The EUAG Meetings going forward will be in closed format, open only to those who have completed the Agreement. A point was clarified that members can still join at any point after the formation of the group.

Except for the targeted date of the first meeting, the original timeline was extended by one week as follows:
- July 8th: Initial deadline for signed agreements
- July 19th: Nomination deadline for the EUAG Chair election
- July 28th: Chair election completed
- Week of July 25th: First monthly meeting

A question was raised about the steps to be taken by the OPNFV community in the event the EUAG identifies significant issues. One suggestion was to set up a formal mechanism between the OPNFV Board and its Committees and the EUAG to communicate and interface. Another suggestion was to borrow the collaborative, bi-directional approach that has worked well in other open source projects. Comments were also made about the influential impact an advisory group could have when it has consensus on significant issues and priorities.

A discussion was held as to whether and how to help companies choose their representatives to join the EUAG. There was a consensus in favor of open rather than prescriptive advice as this allows for different people from a single company bringing complementary skill sets. For now, the number of people from the same company is limited to two, in part to bolster meeting participation by companies spanning a range of time zones, but this limit can be revisited in the future.

Toby closed the call.