

M1/03-0574

InterNational Committee for Information Technology Standards INCITS
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**Minutes of M1 Task Group 4 – Biometric Performance Testing and
Reporting Meeting Two – Mitretek, Falls Church Virginia
August 19, 2003**

1 Welcome, Introduction and Membership Review

The Chairman, Ron Sutton, opened the meeting at 0900 with a greeting and introduction of members. Michael Thieme agreed to serve as secretary for this meeting of the Task Group in Allan Gilligan's absence. 26 voting member representatives were present at this meeting.

MEMBERS PRESENT & ABSENT

8/19/2003	Member/Type	Last Name	First Name	Organization	Phone
X	V/A	Arndt	Craig	Mitretek Systems	703-610-2155
X	V/P	Beatson	Rod	Transaction Security	410-431-5107
X	V/P	Benini	David	Aware	781-687-0306
X	V/P	Buettner	Doug	Aerospace Corp	310-336-5658
X	V/P	Campbell	John	3M-AIT	613-722-2070
X	V/A	Choi	Hyeungh	IriTech, Inc.	888-5686 (Korea)
	V/P	Gilligan	Alan	Mississippi Valley State	732-842-7251
X	V/P	Grother	Patrick	NIST	301-975-4157
X	V/P	Guirguis	Ramy	BMO	703-377-1429
X	V/P	Kim	Daehoon	IriTech, Inc.	703-891-0902
X	V/P	Lazarick	Rick	DHS	609-485-6996
X	V/P	Mainguet	Jean- Francois	ATMEL	+33 676 120648
X	V/A	McCabe	Michael	NIST	301-975-2932
X	V/P	Nadel	Larry	Mitretek Systems	703-610-1677
X	V/P	Nobel	Kirsten	Identix	
X	V/P	Orlans	Nicholas	Mitre	

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	V/P	Pefley	Marian	HID	949-861-0089
X	V/A	Randall	Rick	BMO	703-902-5388
X	V/P	Setlak	Dale	Authentec	321-308-1370
X	V/P	Singer	Nick	Maden Technologies/ Army SET-D	
X	V/P	Soutar	Colin	BioScript	
X	V/P	Sutton	Ron	LMIS	407 306-4771
X	V/P	Tamer	Samir	Recognition Systems	408-341-4165
X	V/A	Thieme	Mike	IBG	212-809-9491
X	V/P	Valencia	Valorie	Authenti-Corp	480-699-7769
X	V/A	Williams	Gerald	NBSP	856-234-3032
X	V/A	Yura	Michael	NBSP	304-685-9988

ADVISORY MEMBERS PRESENT

Last Name	First Name	Organization
Benedict	Powell	Identix
Cannon	Greg	CrossMatch Technologies
Carter	Robert	West Virginia University
Jones	Creed	Sagem
Kyle	Wayne	Biocom
McCauley	Scott	National Institute of Justice
Podio	Fernando	M1 Chairman
Sandrowitz	David	FAA

2 Agenda

The chair opened discussion on the agenda. It was noted that documents submitted as working drafts to Bob Carter (acting SC 37 SG 5 convenor) – 1 each from Craig Arndt, Mike Thieme, and Tony Mansfield – should be added to the agenda. Discussion ensued regarding development of comments to the Japanese documents submitted to SC 37 SG 5; as these documents are not on the international agenda, there was question as to whether we needed to develop national body positions. Valorie Valencia suggested that we need to develop national positions on the documents. A motion was made seconded and unanimously approved to accept the agenda (*Valorie Valencia, Craig Arndt*).

3 Chairman's Remarks

The chair welcomed the group and introduced Michael Thieme as the new TG 4 vice chair.

4 Review of Last Meeting notes

The chair reviewed minutes of 1st meeting of M1 TG 4 Testing and Reporting. The chair described voting/membership processes and conditions. A motion was made seconded and unanimously approved (Valorie Valencia, Rick Lazarick) to approve the minutes as reviewed.

5 Review of Terms of Reference

Rick Lazarick moved to recommend to M1 that the WG 5 TOR as stated in SC 37 N133 be accepted without comment, this was seconded by Samir Tamer and approved unanimously (this motion represent a modified version; the initial version did not include the step of formulating this as a recommendation to M1).

6 International

The Chair led a discussion of Rapporteur Group population. There was a lack of clarity within the committee as to the roles, responsibilities, and procedures associated with Rapporteur groups and the relation between these groups and editors. The consensus was that clarity would be gained on this issue during the Rome meeting.

Valorie reviewed the list of Rome SG 5 attendees, and Kirsten Nobel, Dale Setlak, and Rod Beatson asked to be added to the list. It was noted that the deadline for submitting names had passed, and that while the added names would be provided to Cathy Tilton for submission to SG5, there was no guarantee that these persons would be able to attend.

A discussion of the nomination of Bob Carter as SC 37 SG 5 convenor ensued. A motion was made seconded and unanimously approved to recommend to M1 without comment that the US approve the Nomination of Bob Carter for SC 37 WG Convenor (Mike Thieme, Rick Lazarick). This motion represent a modified version; the initial version had excluded the step of recommending to M1.

The chair reviewed the SC 37 SG 5 Agenda (264). The group developed written instructions for the SG5 HOD that represent the U.S. position for changes to SC 37 SG 5 Agenda for approval by M1. A motion was made and seconded to forward these recommendations. Discussion ensued that questioned whether this was necessary. A further recommendation was given that these instructions should be forwarded as U.S. body positions. An amended motion was made seconded and unanimously approved (Colin Soutar, Doug Buettner) that these be brought forward as US body positions by the US HOD to SG 5. The substantive changes to the agenda were as follows:

“The United States makes the following recommendations for alterations to the proposed agenda for SG5 (JTC1/SC37 264):

1. Craig Arndt has not volunteered to serve as a project editor for Part 3, Section 3 as indicated in agenda item 7.3
2. Agenda item 10.4, which currently reads:,

“10.4 Part Three Section 3 – Craig Arndt”

should read:

“10.4 Part Two Section 3 – Craig Arndt”
3. Add agenda item 10.6 Part Four Section 2, AFIS – Michael McCabe

The United States requests that an agenda item be added to discuss the guidelines for operation and conduct of Rapporteur group activities.”

Colin Soutar recommended that we work through all of the U.S. body positions. Colin also recommended that these positions not be advanced or displayed on the document register and instead that the HOD be responsible for distribution to delegates. A motion was made seconded and unanimously approved (Stephen, Valorie Valencia) to position the comments to the Japanese contributions as delegate instructions representative of general U.S. positions. The committee engaged in a lengthy discussion of both general and specific responses to the Japan contributions. Points upon which consensus was reached were captured in a document. This document will be distributed by Valorie Valencia to Rome SG5 attendees.

There was a review of wording associated with these comments. A motion was made seconded and unanimously approved (Doug Buettner, Samir Tamer) to adopt these delegate instructions.

7 Project Reviews

7.1 Project INCITS 1602-D - Biometric Performance Testing and Reporting

A motion was made seconded and unanimously approved that the TG recommend to M1 that M1/03-0274 Project Proposal – Biometric Performance Testing and Reporting be approved by M1 (Valorie Valencia, Rick Lazarick).

Mike Thieme led a brief discussion of the most recent scenario draft, M1/03-0351. Mike Thieme also reviewed a not-yet-posted slide that rendered timing elements as present within a scenario valuation. The question of the inclusion of generic, non-biometric test definitions was raised but not resolved. It was recommended that definitions from this document be shared with Stephen Elliott for inclusion in the working vocabulary document.

Submissions of draft versions of technology and operational test documents was encouraged.

7.2 Project: 1627-S: Study Project on Evaluating Multi-Modal Biometric Systems

The committee discussed of the formation of an ad hoc for multimodal systems to reside under M1 as opposed to being shared across M1.3 and M1.4. There was consensus that we approved of this course of action but that a vote was unnecessary.

8 Future Meeting Schedule

The committee consensus was to request Tuesday, November 4th as the date of the next meeting, located at WVU in Morgantown, WV, in connection with the M1 plenary.

9 New Business

None

10 Action Items

Item #	Action Item	Who	By When
M1.4-2.001	Distribute table comparing technology, scenario, and operational testing	Ron Sutton	Xxx
M1.4-2.002	Distribute SC 37 documents shared by Bob Carter (i.e. docs from Craig Arndt, Mike Thieme, Tony Mansfield, Japanese delegates) to group	Valorie Valencia	8/27
M1.4-2.003	Update rapporteur list and provide to Cathy	Valorie Valencia	8/25
M1.4-2.004	Submit timing element as a document to the register (M1/03-0464)	Mike Thieme	9/1
M1.4-2.005	Contact Bob Carter and Rapporteur leads to determine if meetings will take place Sunday	Valorie Valencia	8/27

A motion was made seconded and unanimously approved to adjourn the meeting (Valorie, Doug). There being no further business the chairman adjourned the meeting at 1750.

Respectfully Submitted as Task Group 4 Vice Chair,
Michael Thieme, IBG