

Community Coordination Committee Proposal

Objective: Support the Anuket TSC, Projects, and other workstreams by providing logistics for nontechnical/administrative functions.

Functions:

- Charter and Scope Management – Maintain Documents as needed, conduct meetings as needed to define updates and publish changes.
- Conference Logistics and Management – Supports both Virtual and F2F Conferences by arranging and managing session content, facilities, etc.
- Support Marketing and Release mgmt. with logistics & communications
- Assist projects and workstreams in reporting and logistics
- Overview Documentation for releases in coordination with Rel Mgmt.
- Coordination of release docs/relationships with GSMA
- Relationship mgmt. with other communities OIF, MEF, etc
- Other nontechnical work as directed by the TSC

Operations:

- ❖ Staffing: Two resources (Scot + someone else)
- ❖ Meetings:
 - Technical deep dive call
 - TSC Prep Meeting
 - TSC meeting
 - Rel Mgt Meeting
 - Marketing meeting
 - VC logistics meetings
 - Project/Workstream Meetings as requested/needed