

Telematics – Workshop III: Remote 2-Way Communication

Meeting Minutes

13 July 2016

ASAM Members and non-Members met by WebEx on 13 July 2016 to discuss the beginning of standardization efforts for “Cloud Interfaces” and “Security / Authentication”. The previous two meetings focused on the investigation of industry interest in defining technical standards in the area broadly called “two-way radio communication”.

March 31, 2016
Novi, MI USA

The invitation list initially invited End Users – OEMs & Tier 1s.

The outcome was the identification of several topics for further discussion and that the next step must be in partnership with the Telematics Service Providers.

June 14, 2016
Minneapolis, MN, USA

A second meeting was held to gain the interest of the TSPs in this effort.

The TSPs stated positively their interest. As ASAM is an organizational based membership, all participants – OEMs, Tier 1s, and TSPs also noted the need to get organizational commitment for continued participation.

This third workshop was to secure the commitment of the participants and to focus on clarifying the next steps for a kick-off meeting. The slides and discussion of the workshop are listed below.

Participants

Organizations who have declared their interest in future participation:

OEMs	Tier 1s	TSPs / Engineering Consultants
Daimler Trucks	Allison Transmission	Accenture
Volvo Trucks	Bosch (India)	ACTIA
	Continental	Control-Tec
	Cummins	GeoTab
	Wabco	KPIT
		Tata Consulting
		Tianyuan Technology Co.
		Zonar Systems

In these early stages, the ASAM Office encourages more organizations and participants to join the effort to ensure a wide view of a topic is included. As these Use Case Groups transition to the actual standardization Working Groups, the ASAM Office will advise the groups (based on experience) to limit the number of people involved to encourage short development cycles. ASAM's goal is for each version release of the standard to be less than two years.


SAE

ASAM notes that SAE International participated directly in this workshop. ASAM and SAE have begun discussions for alignment in potential standard topics in the area of connected vehicles. There is interest on both the sides of ASAM and SAE to continue discussion.

Specifically regarding topics, participants in these Steering Groups, Use Case Groups, and Working Groups should take care to make sure all standards are in compliance and harmonized between ASAM and SAE.







Use Case Groups

During the June 14th meeting in Minneapolis, the participants decided that initial focus should be placed on 2 Use Case topics: the cloud interface and the security / authentication of the vehicle telematics unit.



Association for Standardisation of
Automation and Measuring Systems

Purpose

Telematics Steering Group	Meet, identify, discuss, and prioritize <u>industry requirements</u> that would benefit from standardization	<ol style="list-style-type: none"> 1. Aim: Local & global input and discussion 2. Gather input from wide variety of organizations 3. Direct development effort of standards according to business requirements 4. Harmonize and coordinate with other SDOs
Use Case: Cloud Interface	Meet, identify, discuss, and align <u>business & technical use cases</u> in the area of <u>Cloud Interfaces</u> <small>(one standards / many standards?)</small>	<div style="margin-bottom: 10px;"> Transform business & technical use cases into standards around the definition of Data Models, Data Bases, File Formats, Protocols, or APIs </div> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  DM Data Model </div> <div style="text-align: center;">  API Communication API </div> <div style="text-align: center;">  API SW-component API </div> </div> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  DB Data Base </div> <div style="text-align: center;">  File File Format </div> <div style="text-align: center;">  Prcd Communication Protocol </div> </div>
Use Case: Security / Authentication	Meet, identify, discuss, and align <u>business & technical use cases</u> in the area of <u>Security / Authentication</u> <small>(one standards / many standards?)</small>	

In the early stages, these two Use Case Groups should view themselves as an organizing team. These Use Case Groups will meet to identify, discuss, and align the business and technical use cases in their respective area. The group will define the scope of work, a Gantt chart, and a resource plan to write a standard or to define the requirements for the writing to be outsourced to a third party. The group will further create one or many Working Group(s) for each topic (as needed) where a standard will be pursued. These Working Groups will be formed by the technical experts who will define the Data Models, Data Bases, File Formats, Protocols, APIs, etc.

In addition to these Use Case Groups, the ASAM Office desires to establish a Telematics Steering Group. The role of the Telematics Steering Group is to provide the overall strategy for the development of standards. This means, that this Steering Group shall understand and document the industry requirements on a local and global basis, shall harmonize standardization efforts with other Standard Development Organizations, and shall prioritize topics and establish future Use Case Groups.

Working in the ASAM Organization

Furthermore, the ASAM Office presented that ASAM is not an organization that will interview industry and then write or develop a standard from the interviews. Rather ASAM is a platform where organizations meet and discuss requirements of non-competitive areas with peers and competitors. Therefore, the concept of ASAM is only successful when organizations actively participate and lead discussions. ASAM will fail if organizations recline and presume others will lead.

Goals for Today

ASAM is Not:

an organization that interviews a group and develops your standards

ASAM provides:

A platform where your requirements are discussed and developed into standards – but the standard is either written directly by the members or else they can choose to outsource the writing to an approved party

ASAM needs: (Goals for Today)

1. Organizations to "lean in"
- 2. A leader of each group (organizes / moderates / impartially directs discussion)**
- 3. Document taker – Understands discussion, can publish meeting minutes**
4. Volunteers to host group at their facility, else ASAM can provide WebEx

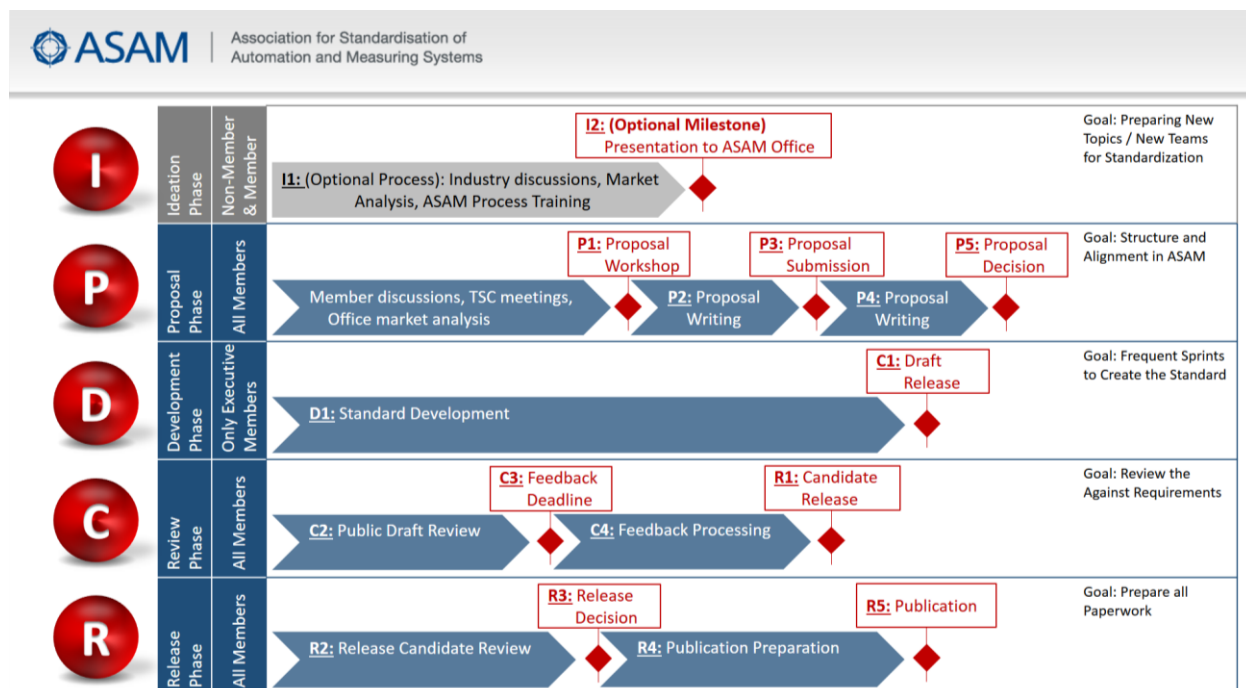
To that end, the ASAM Office asks the participants to volunteer to be a leader or note taker of a Use Case Group. The leader should organize, announce agendas, moderate, and impartially direct discussions. The note taker or document taker should take accurate meeting minutes for each meeting. The meeting minutes will be published either on the ASAM website to a future community portal.

ASAM's experience shows that the best results happen when meetings take place face-to-face. Therefore, the ASAM Office requests volunteers rotate hosting the Use Case Group at their facilities. However, the ASAM Office can also provide the ASAM WebEx due to the far distances between participants.

The ASAM Process

The ASAM Process is primarily described in four steps, represented in blue in the diagram below. These phases are the Proposal Phase, the Development Phase, the Review Phase, and the Release Phase.

However, there is an informal phase, the Ideation Phase represented in grey, that typically occurs before these other phases. This phase documents a time period where groups are newly forming, storming, and norming. It is envisioned that the Telematics Steering Group and the Use Case Groups will never leave the Ideation Phase. However, when the Use Case Group formalizes a scope of work with a milestone plan and a resource plan, then a Working Group can be formed. This Working Group will enter the Proposal Phase with a goal and a list of tasks.



The role of the ASAM Office is to support the various group leaders and by extension the larger groups on the project level. This statement means, assisting with the organizational matters and providing direction to bring the groups along in the various phases.

As the technical expertise lies with the group, the group needs to discuss, prioritize, and document the scope of work and prepare appropriate Gantt charts, milestone plans, and resource plans.

Roles in this Beginning Phase

ASAM's Role:

1. To support the groups on the project level
2. To help facilitate the process

Participant's Role:

1. Discuss, prioritize & document the "boundary conditions"
2. Discuss when the standard needs to be in place
(ASAM's guideline is less than 2 years)
3. Discuss best meeting set-up and resource plan to achieve the standard
4. Some ASAM Work Groups have members directly contribute to the text of a standard – others hire a firm to write the standard and the group reviews / revises

Membership Fees

ASAM does have membership fees. These fees are based on organization membership, not individual memberships. Therefore, based on the type of organization (End User or Supplier), size, and participation level, different membership classes exist.

In addition to the membership fees, there exist some of the more "hidden costs", the travel costs and time out of the office.

Cost Structure

Group of members	Class	Net annual membership fee	Employees
End users	AE	62,000.00 €	> 50000
	AP	31,000.00 €	> 50000
	BE	31,000.00 €	< 50000
	BP	15,500.00 €	< 50000
	CE	15,500.00 €	< 30000
	CP	7,500.00 €	< 30000
Suppliers	D	15,500.00 €	> 800
	E	10,000.00 €	< 800
	F	5,200.00 €	< 300
	G	1,300.00 €	< 100
Universities, private persons, and students	H	100.00 €	
	I	100.00 €	
	J	45.00 €	

Additional costs:

1. Travel costs for face-to-face meetings
2. Time out of the office

Funding for projects either comes from donated monies, donated hardware / software, or donated time

ASAM will also fund the standard development up to 25% of all contributions (more for Concept Projects and Implementation Projects).

Donated time is valued at 700 € per person-day.

1. Global organization based, including 100% owned subsidiaries
2. End User A, B, C refer to the size of the organization, and End Users have option for "Executive Membership" (E) or "Passive Membership" (P). All Suppliers are Executive.
3. Proposal is that TSPs and Engineering Consultancies fall into Supplier category (Still a matter of ASAM Board approval)
4. Annual fee and the annual fee prorated for first year

Work Group Funding

For most activities, the Steering Groups, the Use Case Groups, and the Working Groups do not need funding. As noted, the Work Group meetings are hosted on a rotational basis.

However, funding may be used as noted in the ASAM Project Handbook for:

- Buying required resources (Cloud Services, software, etc.)
- Paying a service provider(s). Approved services might be:
 - authoring the standard
 - creating other work artifacts, e.g. UML models, schemas, interface description files, examples, etc.
 - prepare technical content of meetings
 - develop prototypes, tools or software as part of the standard
 - create the deliverables to ASAM
- Paying for conference rooms, video equipment, etc.

Funding for Work Groups mainly happens by donation of time. ASAM values each Person-Day at 700 €. The Use Case Group shall establish a resource chart for the project. ASAM will contribute up to 25% of the project cost in cash, as approved by the Technical Steering Committee (TSC). The other funding may come directly from an organization.

These topics can be revisited during the establishment of the Proposal and working group.

Next Steps

The ASAM Office proposes the following next step:

- (1) that the various organizations who have not confirmed their participation, to confirm participation by Wednesday, 20 July.
- (2) The kick-off meeting for the Cloud Interface Use Case Group will be hosted on Wednesday, 27 July by WebEx.
- (3) The kick-off meeting for the Security / Authentication Group will be held on Thursday, 28 July by WebEx.

At these kick-off meetings, the ASAM Office requests each participant to prepare a presentation that describes:

1. What is the focus of your division in relation to telematics?
2. Where would standardization be useful to your organization?
3. How would your organization want standards implemented?
4. What is your previous experience in technical standard groups?

Next Steps - Confirm participation by Wednesday, 20 July 2016 COB

Use Case: Cloud Interface

Kick-off Meeting – July 27 11:00am EST (WebEx)
Tasks: Select Leader & Documenter
Each organization prepare slides on...

Use Case: Security / Authentication

Kick-off Meeting – July 28 11:00am EST (WebEx)
Tasks: Select Leader & Documenter
Each organization prepare slides on...

Telematics Steering Group

First Meeting: Face to Face
Tasks: Select Leader & Documenter
Dinner Event: COMVEC

All questions, comments, or concerns regarding these notes should be directed to <mailto:joseph.sparacino@asam.net>.