

Sirtfi WG google folder:

https://drive.google.com/drive/folders/13EhgPxzLy4U6FMP_cVDalbqju40hOhUR

Current/Recent Tasks

Who	What	When	Status
Romain	Add Act-Inform diagram to the eduGAIN security wiki when it gets created		Done

Older tasks are at the bottom of running [Sirtfi call notes document](#).

March 25, 2021

Attending: Daniela P, Alan B, David C, Dave K, Romain W, Shannon R, Uros S

Regrets: Pål A

Agenda:

1. Survey-sending logistical tasks
 - a. Create reply-to list (sirtfi-survey-2021@lists.refeds.org ?)
 - i. Who wants to receive replies?
 - b. Draft survey invitation message (to share with eduGAIN Steering for feedback)
 - c. Draft message to eduGAIN Steering
 - i. Explain survey purpose: input for Sirtfi v2
 - ii. Ask if FOs prefer to send to their own members or let WG do so
 1. Unless we hear otherwise by end of day April 9, WG will send
 2. Survey will be open April 19 through May 3 (?)
 - iii. How to address message to eduGAIN Steering?
 - d. Create recipient list, grouped by federation, from eduGAIN metadata
 - i. One contact per entity, unique-ify recipient list
 - ii. Contact-type selection order: ?
 - e. How to send thousands of emails safely?
2. AOB

Meeting notes:

- a. Sirtfi-survey-2021 list recipients: Tom B, Alan B. Tom to speak with Nicole about getting the list created.

- b. Uros will draft the invitation email, as a gdoc in the WG's folder.
- c. Tom will ask Pål if he would draft the message to eduGAIN steering.
- d. Shannon will create the survey-invite recipient list. Contact type precedence: technical, admin, support.
- e. Tom speak with Nicole about creating another list whose "subscribers" are the invitation list that Shannon will produce: sirtfi-survey-2021-recipients@lists.refeds.org. Set this lists's reply-to to sirtfi-survey-2021@lists.refeds.org.