

## OFA MWG Meeting - 20221110

### Attendees:

Phil Cayton, Intel  
Raghu Raja, Enfabrica  
Michael Aguilar, Sandia  
Joe Balich, Nereus

### Minutes

- OFA Workshop 2023 – April 11-13, 2023
  - Workback Schedule Snapshot:
    - ~~[August 1] Schedule First TPC Meeting in August (36w)~~
    - ~~[September 27] Determine Workshop Categories (28w)~~
    - [October 4] Announce Call for Sessions and EB Registration (27w)
    - [December 6] Secure Keynote Speaker / Announce Special Onsite Activities (18w)
    - [January 24] Close Call for Sessions, Announce Extension (11w)
    - [January 31] Close Extended Call for Sessions (10w)
    - [February 7] Speaker Selections Due to MWG (9w)
    - [February 14] Distribute Speaker Acceptances (8w)
    - [March 7] Sponsorships Due (5w)
    - [March 7] Finalize Agenda (5w)
    - [March 21] Close EB Registration (3w)
    - [April 11-13] OFA Workshop 2023
  - Registration/Lodging
    - VTM Events negotiating terms of the rebook, expected to have an agreement last week.
      - **AR: VTM Events** to flag final contract for execution to **Doug**, send **Joe** the final registration and booking links.
    - Recommend moving forward with announcing the CFS on Thursday
  - Press release and webpages
    - Finalizing content in preparation for launch
      - **AR: Joe** to work with **Ken** to publish CFS web materials and distribute OFA communications.
  - Steering Committee
    - OSC Tour Opportunity
      - **AR: Joe** to work with **Hari/Raghu** to confirm details, come up with a proposal to review within the MWG.
- Events
  - SC22
    - SNIA Demo Pavilion Planning
      - Postcard handout
        - To be hand delivered to the kiosk during setup.
      - Giveaway Pens
        - Sent to Michael's hotel/UPS store
- Opens

- Next Meeting – Tuesday, November 22 @ 11AM PT