

NASTF Service Information Committee Meeting
By Go2Mtg, Wednesday, May 17, 2017

Meeting Summary

ATTENDING:

Steve Douglas, Co-chair (Alliance of Auto Mfgs)	Greg Montero (identifix)
Mike Demers, (Son's Auto)	Rob Morrell (WORLD PAC)
Kevin DiVito (Mobile Auto Solutions)	Allen Pennebaker (Orinda Motors)
Glen Eaton (Drew Technologies)	Mark Saxonberg, NASTF Board Chair (SCS)
Edwin Hazzard (Automotive Tech Systems)	Justin Schroeder (Roush Performance)
Kirk Holland (Aggieland Automotive)	Dan Selke (MBUSA)
Kurt Immekus (VW)	Paul Sutor (Mobile Diagnostics)
Craig Johnson (Craig Johnson Automotive)	Valerie Sullivan (Honda)
Rick Layton (Diagnostics on Wheels)	Danny Uhls (Nissan)
Ken McAlinden (Ford)	Skip Potter, Exec Dir (NASTF)

Douglas convened the meeting at 11:01am (ET) and roll call was conducted.

Douglas led a brief discussion on the SIC mission/charter and list of responsibilities. No changes were suggested.

Potter reported no operational issues with the SIR, encouraging SIC members to occasionally review the [SIR Archive](#). NASTF, to date, has handled 34 SIRs in 2017.

Douglas, in the March 1, 2017 meeting, appointed a workgroup to include: Holland, Layton, Demers, Immekus and Potter to make recommendations back to this Committee concerning NASTF.org pages that are generally out-of-date and of inconsistent value across the various OEMs. Potter reported that the workgroup had not yet convened but hoped to do so, soon, now that the NASTF Board has affirmed their support for an update of the NASTF website.

ACTION ITEM: Potter to convene a workgroup meeting

Douglas led a discussion around elements affecting this Committee of the Board's April Strategic Planning results.

- Effective immediately, NASTF Committees will be termed "Teams," with running changes being made to NASTF materials. [Vote your terminology preference: SI Team Members v. TeamSI Players v. something else?]
- TeamSI players were asked to submit agenda items at least 2-weeks before scheduled meetings. The email addresses of the board chair and TeamSI co-chairs will be shared with TeamSI players in subsequent editions of the minutes.

ACTION ITEM: Team players submit agenda items in advance

ACTION ITEM: Potter to include email addresses with SI Team broadcast email

- To encourage collaboration among TeamSI players, the NASTF Board encourages the use of the free Slack collaboration tool, <https://slack.com/>.

ACTION ITEM: Potter was instructed to inquire with NASTF Board Director, Scott Brown, to establish a TeamSI Channel and invite, at least, the participants of this meeting to join the TeamSI Channel.

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- Refreshing the nastf.org website was discussed. Douglas noted that the current site was not intuitive and should be redesigned.
ACTION ITEM: Potter was instructed to work with the NASTF Communications/Marketing Team collecting two volunteers from each of the five project teams to form a Website Refresh Workgroup, which would report recommendations to the NASTF Board.

Selke addressed concerns in three specific SIRs (#s 775, 798 and 805) indicating:

- Release of the Xentry 3 MB tool is expected by May 31, 2017
- Delays in responding to requests to activate MB's J2534 software are related to relocation of MB USA offices with the resulting turnover of personnel, and reorganization including personnel changes in MB's German offices, as well. Selke indicated he had reminded MB corporate of the regulatory requirements concerning availability of MB's J2534 software and was hopeful that a solution to the delays would be promptly enacted. However, J2534 software is available if an individual properly registers onto the MBUSA website.

ACTION ITEM: Potter will follow-up with Selke to clarify the status of open SIRs.

The meeting was adjourned at 12:10pm (ET).

The next SIC meeting is set for **11am (ET)/8am (PT), Wednesday, August 23, 2017.**