

AGENDA
MEETING TO DISCUSS LESSONS LEARNED
FROM
COMMERCE SPECTRUM MANAGEMENT ADVISORY COMMITTEE (CSMAC)
WORKING GROUP PROCESS

U.S. Department of Commerce
Herbert C. Hoover Building, Room 4830
1401 Constitution Ave., NW (Entrance on 14th St.)
Washington, DC 20230

Friday, December 13, 2013
9:00 A.M. – 11:00 A.M. (EST)
Teleconference Number:
(Inside US) 1-210-234-1347
(Outside US) 1-866-421-2103
Pin: 2570373

- 9:00 A.M. Welcome and Opening Remarks**
Larry Strickling, Assistant Secretary of Commerce for Communications and Information
- 9:05 A.M. Opening Comments by Moderator and Participant Introductions**
Peter Tenhula, Senior Advisor, NTIA
- Purpose and Objectives
 - Rules of Engagement
 - Issues for Discussion
- 9:20 A.M. Moderated Discussion: The CSMAC Working Group Process, Procedures, and Outcomes**
Working Group Leaders and Participants; CSMAC Members, NTIA Staff
The Framework Document
www.ntia.doc.gov/other-publication/2013/framework-work-within-csmac
- **Then What Happened? - Government and Industry Collaboration**
 - Participant Selection
 - Leadership/Work Management
 - Work Processes/Organization
 - Governance, Roles, and Responsibilities
 - NTIA/FCC Staff Involvement
 - **Information Access and Management**
 - **Working Group Report Production**
 - **Reporting to the full CSMAC**
 - **Lessons Learned – what worked, ideas for improvement**
- 11:00 A.M. Adjourn**