

DSC KickOff Meeting

April 7, 2016

Agenda



Topic	Time allotment
Election of Chair	5 minutes
Objectives/Mission of the DSC	5 minutes
Bylaws/Structure	5 minutes
Work Stream Discussion <ul style="list-style-type: none">• Discuss goals and deliverables• Identify participants• Set schedule for regular work stream meetings	30 minutes
Project tools – Basecamp, Google Docs	10 minutes
Determine schedule for regular committee meetings	5 minutes

Election of Chair



Objectives



- Increase member involvement
- Expand resources of XBRL US through member expertise
- More closely align committees with XBRL US goals
 - Establish data quality & consistency standards for SEC filings
 - Eliminate barriers to XBRL data use
 - Expand XBRL use across the US economy
 - Establish sustainable business model for the standard

DSC Mission



“To support the creation, development and use of XBRL within the United States by assisting commercial, NGO, regulatory bodies and consumers by providing development tools and guidance, fostering quality of data architecture and content, and providing a review and approval platform.”

Bylaws and Structure



- Each Steering Committee will have specific work streams/deliverables based on XBRL US 2016 goals
- Members will:
 - be actively involved in 1 or more work streams to
 - develop deliverables
 - meet agreed-upon deadlines
 - approve approach taken in all work streams and final deliverables
- Committee Chair works with XBRL US staff to
 - Run meetings and take minutes
 - Set agenda
- Committees follow the standard bylaws of XII working groups

Member roles



	How to Join	Rights	Attendance Requirements
Observer	Make request of XBRL US administration	Can receive (but not post) to committee email list; can attend meetings but can participate only on approval of the Chair	None
Non-voting member	Make request of XBRL US administration and can participate but not vote	Can post to committee email list; can attend and participate but not vote	None
Voting member	Same as Non-voting member	All rights of voting member; can also vote	Loses Voting Member status if absent 3+ consecutive meetings or 6 consecutive weeks, whichever is longer. Can be reinstated by attending two consecutive meetings.

Work Stream Discussion



Proposed work streams:

- Establish metrics of proper taxonomy structure and use
- Establish a taxonomy approval process
- Develop the taxonomy development toolkit and guidelines
- Approve taxonomies (surety, solar)

Work Streams: Development Phase



1. Establish metrics of properly structured taxonomy

- **Outline:**

- Base on existing well defined principals
- Review positive and negative aspects of existing implementations

- **Deliverables:**

- A simple outline of metrics 1-4 pages
- Committee and XBRL US approval of metrics

Work Streams: Development Phase



2. Establish taxonomy approval process

- Establish taxonomy approval process
 - Identify required documents, e.g., Preparer's Guide, sample instance documents
 - Establish criteria for governance structure
- Deliverables:
 - Sign-off checklist
 - Sign-off process

Work Streams: Development Phase



3. Create 'Taxonomy Development Toolkit'

- Outline
 - Create outline of creation tools
 - Break out each as sub tasks
- Deliverables:
 - Creation Guide including Step-by-Step and Sample governance structure
 - Customizable Preparers Guide
 - Taxonomy management and instance document creation tools

Work Streams: Ongoing



- Review and approve taxonomies
- ‘On deck’
 - WIP taxonomy for sureties and contractors
 - Solar energy data taxonomy
- Subcommittee formation
 - Practices
 - Guidelines
 - Management and Reporting

Project Tools



- Basecamp
- Google Docs
- Email

Meeting Schedule



- Propose first Thursday at 4:30 ET of each month as primary DCS meeting
 - Review progress and issues
 - Votes and approvals
- Propose third Thursday at 4:30 ET of each month as secondary working meeting (as required)
 - Specific work stream issues
 - Document/work product drafting