

**IEEE SA STANDARDS BOARD PATENT COMMITTEE (PatCom)  
MEETING MINUTES  
01 June 2020  
3:00 – 3:30 p.m. UTC  
Teleconference/Webex**

**Attendees**

**Members Present:**

Guido Hiertz  
Yvette Ho Sang, Non-voting  
John Kulick  
David Law, Chair  
Robby Robson

**Members Absent:**

Damir Novosel

**IEEE Staff:**

Christy Bahn  
Karen Evangelista  
Jonathan Goldberg  
Jodi Haasz  
Konstantinos Karachalios  
Soo Kim  
Vanessa Lalitte  
Kelly Lorne  
Karen McCabe  
Erin Morales  
Christian Orlando  
Dave Ringle, Administrator  
Pat Roder  
Lisa Weisser  
Malia Zaman

**IEEE Outside Legal Counsel:**

Claire Topp

**Guests:**

Chuck Adams  
Michael Atlass

Evelyn Chen  
Latonia Gordon  
Jim Harlan  
Simon Hicks  
Gary Hoffman  
John Kolakowski  
Marco Lo Bue  
Kevin Lu  
Jim Matthews  
Gil Ohana  
Elisabeth Opie  
Jon Rosdahl  
Matteo Sabattini  
Dorothy Stanley  
Alan Stein  
Lore Unt  
Lei Wang  
Helene Workman  
Don Wright  
Yu Yuan  
Jingyi Zhou

1 CALL TO ORDER

Chair Law called the meeting to order at 3:00 p.m. UTC. There was a round of introductions by all present. It was noted that the meeting was quorate.

2 APPROVAL OF AGENDA

**There was a motion to approve the agenda. In the absence of objection, the motion was approved.**

3 APPROVAL OF [03 MARCH 2020 MEETING MINUTES](#)

**There was a motion to approve the 03 March 2020 meeting minutes. In the absence of objection, the motion was approved.**

4 ADMINISTRATIVE STATISTICS

Dave Ringle reported that there were six LOAs that had been accepted since the March PatCom meeting. [Three of the LOAs were on the custom LOA form.]

## 5 OLD BUSINESS

None.

## 6 NEW BUSINESS

### 6.1 PatCom Information – Hiertz

Guido Hiertz raised some questions on behalf of some of his colleagues, primarily related to LOAs [e.g., processing/logging requests for LOAs, acceptance of D.1.d LOAs, applicability of versions of LOA forms/patent policy, etc.].

It was noted that there is a substantial amount of educational material related to the patent policy at:

<https://standards.ieee.org/about/sasb/patcom/materials.html>

It was noted that there is an extensive FAQ document at:

<https://standards.ieee.org/content/dam/ieee-standards/standards/web/documents/other/patents.pdf>

## 7 [NEXT MEETING](#)

The next PatCom meeting is scheduled to occur on 01 December 2020 in Piscataway, New Jersey, USA.

Dave Ringle informed attendees that it was possible that the December SASB meeting series could switch to a virtual-only meeting series. Potential attendees should check with Dave before making any travel plans.

## 8 ADJOURNMENT

There being no further business, the meeting was adjourned at 3:48 p.m. UTC.