

Item no.	Notes	Action by
CALL TO ORDER	Performed by Vice Chair	D. McGuire
INTRODUCTIONS AND QUORUM	Introductions by Vice Chair – Quorum was achieved with 7 of 13 members in attendance.	WG
CALL FOR PATENTS	IEEE Patent and Copyright slides were reviewed with the group.	D. McGuire
CHAIR'S REMARKS	Vice Chair opened the meeting with a brief discussion of the agenda.	D. McGuire
AGENDA APPROVAL	Agenda was displayed, reviewed, and approved.	WG
APPROVAL OF PREVIOUS MINUTES	Minutes of September 2021 meeting were approved. (Marc Benou motion, Dave Dolezilek second)	WG
Scope Review	Revise Guide. Bring up to date.	WG
General Discussion	<p>Chair was unable to attend. Dave McGuire (Vice-Chair) ran the meeting.</p> <p>Reviewed Section 6.5.1.3 - Use of VLANs for Goose traffic & 6.5.1.4 Signal Exchange SLA Based on International Standards</p> <p>The new table of contents was reviewed.</p> <p>Chris Huntley would like the group to review/revise the sections on wireless and cellular.</p>	WG
Call for Participation		WG
Assignments	During the review of the writing assignments the group made several changes. These changes are incorporated into new draft revision 4.	WG
ITEMS REPORTED OUT OF EXECUTIVE SESSION	N/A	-
TIME OF FINAL ADJOURNMENT	3:30 PM PST	D. McGuire
NEXT FACE TO FACE MEETINGS	May 2022, Reno NV. In-person with possible virtual	-
FUTURE MEETING ROOM REQUIREMENTS	Room for 30, Projector needed Do not schedule same time as P12, H41, H49, C1, C2 and D47.	