

IEEE P1241 Working Group
Meeting Minutes
29 March 2022, 12 PM EDT
WG Chair: Nicholas G Paulter
WG Secretary: Luca De Vito

1. Call to Order:

The Chairman Nicholas G. Paulter recalls the aim of the current meeting which is mainly devoted to the revision of the P1241 draft.

2. Introductions and roll call

Meeting participants:

1. *Nichlas G. Paulter, NIST, USA, Chair,*
2. *Antonio Moschitta, University of Perugia, Italy*
3. *Balázs Renczes, Budapest University of Technology and Economics, Hungary*
4. *Charles Czerny, Air Force Research Laboratory, USA*
5. *Gregory Kyriazis, INMETRO, Brazil*
6. *Paolo Carbone, University of Perugia, Italy*
7. *Yossef Ehrlichman, Axalume Inc., USA*
8. *Razvan Ciocan, Draper laboratories, USA*
9. *Jerome Blair, retired, USA*
10. *Kruno Milicevic, University of Osijek, Croatia*
11. *Alessandro Mingotti, University of Bologna, Italy*
12. *Pier Andrea Traverso, University of Bologna, Italy*

3. Approval of agenda

- a. Paolo made the motion to approve the agenda sent by e-mail, which was seconded by Jerry. The agenda was approved.

4. Approval of previous meeting minutes

- a. Jerry made the motion to approve the previous meeting minutes sent by e-mail, which was seconded by Paolo. The minutes were approved.

5. IEEE Patent & Copyright Policies

- a. Chair made a call for potentially essential patents; no one raised concerns for consideration.

6. Review of Draft

- a. General review topics
 - i. None
- b. The WG began reviewing the standard and made revisions as necessary. See latest draft of revised standard for more details.

7. Tasks for next meeting
 - a. Jerry Blair
 - i. Review Clause 11.3.2
 - ii. Correct Annex B equations
 - iii. Verify references are correct
 - b. Nick Paulter:
 - i. Insert the harmonized abbreviations lists provided by Yossi, Charles, Razvan, and Nick and update the draft accordingly
 - ii. Update draft standard based on attendee inputs and circulate to members
8. Member inputs
 - a. None scheduled
9. Adjourn
 - a. WG Chair adjourned the meeting at 1:11 PM.
 - b. Minutes submitted by: Nick Paulter