

1. Call to order

Meeting was called to order by Keith Flowers (Chair) at 9:01 AM (EDT).

A. Agenda approval

Motion to approve agenda by Peter Balma, seconded by Doug Edwards

Approved unanimously

B. Introductions

Last, First Name	Affiliation	Present
Flowers, Keith (Chair)	Siemens	Yes
Balma, Peter (Vice Chair)	Retired - self affiliated	Yes
Edwards, Doug	Siemens	Yes
Fieldsend, Andrew	Self affiliated	No
Howard Ressel	Retired – self affiliated	Yes

80% attendance – Quorum met.

C. Rules and guidelines for conducting working group meetings

Call for patents was made, there were no responses

D. Document status report

PAR expires December 31, 2021

- PAR extension was approved in December 2021
- Ballot 1 closed June 30, 2018

Chair summarized status of document (as above), and then moved to a discussion of the path forward for completion of this document. There was discussion of several possible options i.e., re-ballot, extended ballot, recirculation ballot, new ballot pool, existing ballot pool, or some combination.

A motion ‘to form a new ballot pool and then moving again to ballot’ was made by Peter Balma and seconded by Doug Edwards. The floor was opened for discussion, there was none. The vote was called and the motion was approved unanimously.

E. Draft 5b Comment Review and Discussion

Next the ballot resolution spreadsheet was reviewed. The chair directed attention to several resolution items that were highlighted in yellow for discussion:

- Comment #30: disposition was accepted with clarifying the editors mentioned were “IEEE editors.”
- Comment #65: disposition accepted as is.
- Comment # 67: disposition was changed to Revised with correction of 64GB and 59.6 GiB in the disposition detail.
- Comment #101, accepted as is:
- Comment #138: Doug Edwards will contact IEEE member to discuss the use of binary prefixes with ‘data rates’ as indicated in this comment, and provide feedback to the group.

This was followed by a discussion of the Table 1 and it having been split into two tables to make it clearer. The working group decided the two Table approach was better. There was some discussion of the table column headings, but it was decided no changes were needed.

Chair asked if there were any additional comments from the working group and there were the following (Line and Page numbers in the following are based on Draft 5b):

- Page viii, Line 14 of Draft 5b: the sentence was clarified to read “Personal computers and smart devices (phones, tablets, etc.) have ...”
- Page 2, Line 46: options for the exponentiation of 2 were discussed’ however, the working group decided to leave it unchanged.

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- Page 4, Line 77: the use of 'a' or 'an' was discussed.
- Page 4, Line 79: a missing 'a' was found to be in the reline comments.

F. New Business

Chair indicated the existing ballot would be terminated, and the process of establishing a new ballot pool would be started. There was no other New Business.

G. Conclusion

Chair indicated next meeting would not be until after new ballot was complete.

Meeting was adjourned at 12:05 PM EDT.

Reported by,
Peter Balma
Vice Chair, P1541