IEEE SSIT Standards Committee
Meeting #43 Minutes
Thursday, 16th June 2022
21:00 – 22:30 (UTC)
Location: Electronic Meeting
Meeting chaired by Ruth Lewis; minutes provided by Peter Reid.

1   CALL TO ORDER

The meeting was called to order at 21:03 (UTC).

2   ROLL CALL AND DISCLOSURE OF AFFILIATION

Roll call and disclosure of affiliation. A quorum, 5 of 10 voting members, were present. See attendees list at the end of the minutes.

3   AGENDA

Moved Deborah, *seconded* Peter, that the agenda, as distributed, be approved, *carried.*

4   POLICY NOTIFICATIONS

Distributed with the agenda.

4.1   Participant Behavior

Meeting participants are remaindered that participant behavior shall comply with the requirements, IEEE SA Participant-Behavior-Individual-Method & IEEE SA Participant-Behavior-Entity-Method, distributed with the agenda.

4.2   IEEE SA Patent Policy.

If anyone in this meeting believes that one or more claims in issued patent(s) or pending patent application(s) might be an Essential Patent Claims, that fact should be made known to the entire working group and duly recorded in the minutes of the working group meeting.

4.3   IEEE SA Copyright Policy

Meeting participants are reminded that all material submitted during the meeting is a Contribution and is subject to the IEEE SA copyright policy as per IEEE SA Copyright Policy, disturbed with the agenda.

5   APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved Deborah, *seconded* Angelo, that the minutes of meeting #42 of 19th May 2022 be approved, *carried*.

6   WORKING GROUP REPORTS

6.1   P3119 – Standard for the Procurement of Artificial Intelligence and Automated Decision Systems

Report was distributed prior to the meeting. Gisele provided additional information:

- Three working areas have been established, terminology, global survey, and process model. These groups are working well and collecting great information.
- A document submission form has been developed for collecting and analyzing global AI procurement documents.

6.2 P7010.1 – Recommended Practice for Environmental Social Governance (ESG) and Social Development Goal (SDG) Action Implementation and Advancing Corporate Social Responsibility

Report was distributed prior to the meeting. Deborah provided additional information:

- WG is coming to common focus on the problem to be solved.
- There has been great involvement from interested people.
- The plan is to start the writing process in July with sub-groups and white papers.

6.3 WG Management Issues

The development of a *Best practice guide to developing Ethical Aligned Standards* was approved by Corporate Advisory Group (CAG) on 7th June 2022, project IC22-006-01. This is a new activity under the Industry's Connections program as part of the business improvement program. Chair to call the first meeting to develop the scope of work.

7 PROPOSED PARs

7.1 P3176 Standard for an mHealth Ecosystem of Equity

Notice of proposed PAR, *P3176 Standard for an mHealth Ecosystem of Equity*. A 2nd meeting has been scheduled for June 30th to ensure that PAR represents the aim of the proposer, and that the proposer has considered the relationship with any current or future eHealth standards.

7.2 Recommended Practice for the Responsible Design and Development of Neurotechnologies

Initial meeting held on 7th June. Revised draft distributed on June 10th. The proposed PAR has come out of the IEEE Brain program. It is envisaged that this PAR would become the parent standard in this area, with more specific area standards following. The integration of the different models of the brain needs to be considered in developing standards associated with the brain.

Chair requested than any final comments be submitted so the draft can be formally lodged.

Moved Deborah, *seconded* Angelo, that the draft PAR 'Recommended Practice for the Responsible Design and Development of Neurotechnologies' be sponsored by SSIT-SC and submitted to NesCom for approval at their September meeting, *carried*.

7.3 Standard/recommended practice on Sustainability

Initial meeting to be held on June 20th.

8 SSIT-SC FUTURE MEETING TIME & DATE

The current schedule of SC meeting concludes on September 15th, 2022. The meeting discussed the possible meeting time and concluded that the current time, 21:00 UTC on the 3rd Thursday of the month, would continue to be the meeting time till 1st July 2023. Secretary to issue meeting invites.

9 LIAISONS

9.1 DIITA

No meeting held or scheduled.

9.2 ISTAS2022

It has been suggested that the SSIT SC session be short presentations, 4 or 5, followed by guides discussions. The suggested time is 9 pm Hong Kong time, which is 6:30 pm IST, 1 pm GMT, 8 am EST, 5 am PST and 12 midnight AEDT.

Chair requested that potential speakers provide a short bio for the program. Chair coordinate the structure of the session.

9.3   Planet Positive 2030 Campaign

Deborah reported that Planet Positive 2030 Metrics Committee has had great engagement and over the period June 16th to 27th will be receiving inputs for the development of draft to be discussed at the workshop to be held at Stanford University on July 25th & 26th. The workshop will work to progress a Compendium document, Strong Sustainability by Design

10   BUSINESS ARISING FROM PREVIOUS MEETINGS

10.1 P2895 – Standard Taxonomy for Responsible Trading of Human Generated Data

Angelo reported that he is looking at different ways to increase the participation in WG P2895. He is hopeful that these efforts will increase participation.

10.2 P2890 – Recommended Practice for Provenance of Indigenous Peoples' Data

Chair has contacted the WG to check their availability for ISTA2022.

10.3 P2987 – Recommended Practice for Principles for Design and Operation Addressing Technology Facilitated Interpersonal Control

Christy to inform SC if this WG has found Secretary.

SC Chair to contact WG Chair to get further information on expert input sessions, and check availability for ISTA2022.

10.4 President of SSIT and Chair of BoG

Clinton Andrews, President SSIT, and Chair of BoG asked to be included in the invitation for future meetings. Secretary to arrange.

10.5 TAB CoS Grant

Held over to next meeting. WG P7012 to confirm if they have received all their funds.

10.6 Website

Maintenance of SC web site, https://sagroups.ieee.org/ssit/. Ben Bland to undertake when he returns from his trip.

10.7 WG Membership

Proposed changes to standard WG P&P is still in hand. Secretary has liaised with Christy Bahn to progress the change. Still in hand with Secretary.

11   OTHER BUSINESS

Deborah Hagar, Chair of P7010.1 WG is presenting at the June 28th IEEESusTech2022Webinar IEEESusTech2022 on *SusTech Talk June 2022 – Making ESG and SDG Standards Work!* https://ieee-sustech.org/2022/sustech-talk-june-2022-making-esg-and-sdg-standards-work/

12   FUTURE MEETINGS

SC meetings will be held at 21:00 UTC on the 3rd Thursday of the month (UTC) for an hour and a half.

- 21st July 2022 – 21:00 UTC (17:00 EDT; 22:00 BST; 22nd July – 07:00 AEST; 02:30 IST;)
  WG P7011, P7014 & P7030 to report.
- 18th August 2022 – 21:00 UTC (17:00 EDT; 22:00 BST; 19th August – 07:00 AEST; 02:30 IST)
  WG P7012 & P2895 to report.
- 15th September 2022 – 21:00 UTC (17:00 EDT; 22:00 BST;16th September – 07:00 AEST; 02:30 IST)
  WG P2890 & P2987 to report.

Dates for future meetings. Secretary to send invites and include WG reporting.

- 20th October 2022 – 21:00 UTC
- 17th November 2022 – 21:00 UTC
- 15th December 2022 – 21:00 UTC

- 19th January 2023 – 21:00 UTC
- 16th February 2023 – 21:00 UTC
- 16th March 2023 – 21:00 UTC
- 20th April 2023 – 21:00 UTC
- 18th May 2023 – 21:00 UTC
- 15th June 2023 – 21:00 UTC

AEST – Australian Eastern Standard Time; AEDT – Australian Eastern Daylight Time; BST – British Summer Time; EST – Eastern Standard Time; EDT – Eastern Daylight Time; GMT – Greenwich Mean Time, IST – Indian Standard Time; UTC – Coordinated Universal Time.

13 ADJOURN

Moved Angelo, *seconded* Peter, that the meeting be adjourned at 22:30 (UTC), *carried.*

ATTENDEES

Last Name	First Name	Affiliation	Present	Role	Office
Bahn	Christy	Staff	Apology	S	
Cabrera	Laura	Penn State University	Yes	NM	
Ferraro	Angelo	University of South Carolina	Yes	V	
Gopal	Tadepalli	Anna University	Yes	V	
La Roque-Doherty	Sean	Unaffiliated	Yes	NVM	
Hagar	Deborah	The Foundation for Sustainable Communities	Yes	V	
Lewis	Ruth	Technology Foresight	Yes	V	Chair
Reid	Peter	Unaffiliated	Yes	V	Secretary
Silverman	Karen	Unaffiliated	Apology	V	
Waters	Gisele	Symbiotic LLC	Yes	NVM	
Roles: V = Voting member; NVM = Non-Voting Member; NM = Non-Member; S = IEEE Staff					