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| Working Group | **IEEE DYSPAN-SC 1900.5** |
| Title | ***(Unapproved) Meeting minutes 0161 for P1900.5 Monthly Meeting – Feb 3 2015*** |
| DCN | ***5-15-0010-00-mins*** |
| Date Submitted | ***02/25/2015*** |
| Source(s) | ***Carlos***  ***Caicedo (Syracuse University)*** ***email:*** ***ccaicedo@syr.edu*** |
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| Abstract | ***Minutes for IEEE 1900.5 monthly meeting held on February 3 / 2015*** |
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**>.**

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| Table 1 IEEE 1900.5 February 3 2015 Monthly WG Meeting Participants |

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| --- | --- | --- | --- |
| **Membership Status** | **Name** | **Organization** | **E-Mail Address** |
| **First** | **Last** |
| Acting Secretary / Member | **Carlos**  | Caicedo | Syracuse University | ccaicedo@syr.edu |
| Participant | **Jesse** | Caulfield | Key Bridge Global, LLC | jesse.caulfield@keybridgeglobal.com |
| Member | **Nilesh** | Khamberkar | Univ. of Buffalo | nvk3@buffalo.edu |
| Member | **V** | Prasad | Self | rvprassad@gmail.com  |
| Member | **Tony** | Rennier | DISA DSO - DMI | Tony.rennier.contractor@exelisinc.com |
| Member | **Sam** | Schmitz | MITRE | sschmitz@mitre.org |
| Member | **Reinhard**  | Schrage | self | Reinhard@schrageconsult.com  |
| Chair / Member | **Mat** | Sherman | BAE Systems | Matthew.sherman@baesystems.com  |
| Member | **John** | Stine | MITRE | jstine@mitre.org |
| Vice Chair / Member | **Darcy** | Swain-Walsh | MITRE (DISA DSO) | dswain@mitre.org |
| Participant | **Yuriy** | Posherstnik | US Army RDECOM CERDEC | yuriy.posherstnik.civ@mail.mil |

**Minutes**

The Chair called the meeting to order at 11:30 AM EST.

**1. Administrivia**

**1.a. Roll Call**

The participants identified in table 1 were noted.

A brief recap of conditions to maintain / loose membership was mentioned by Matt

**1.b. Approval of Agenda**

The following agenda was approved by unanimous consent

1. Administrivia
	1. Roll Call
	2. Approve Agenda
	3. Patent slides / Notes on status
	4. Approval of recent minutes
	5. Website updates
2. Status on 1900.5.1
3. Status on 1900.5.2
	1. Updated draft?
	2. Ballot invitation
4. Review of other 1900 activities (1900.1, Leadership meeting etc)
	1. Terms for submission to 1900.1 (Vote to Forward 5-15-0003-00)
5. 1900.5 marketing inputs
	1. MOU with WinnForum
	2. WInnForum 3.6 GHz Stakeholders meeting – Held Jan 27 - Debrief
	3. National Spectrum Consortium
	4. Others?
6. Ad Hoc Planning (1900.5.1 on 2/5)
7. Review of 1900.5 meeting schedule
8. AoB
9. Adjourn

**1.c. Review of patent slides / notes on status**

The Chair reviewed the patent slides with the group.

The Chair asked if anyone had ‘potentially essential patents” they wanted to identify

 None came forward

**1.d. Approval of recent minutes**

The group considered the minutes in document 5-15-0001-00. The following motion was made:

“Motion to approve WG minutes contained in 5-15-0004-00”

- Mover: Tony

- Second : VP

There was no discussion. The motion was approved by unanimous consent.

**1.e. Website updates**

Matt has updated the website recently

**2. Status on 1900.5.1**

Planning to request 2 year PAR extension without change in scope of the project

A check of possible attendance to the 1900.5.1 ad-hoc meeting of February 5th was performed. 5 people mentioned they could attend.

**3. Status on 1900.5.2**

a) Updated draft discussion

Draft standard document structure from document DCN-5-15-0006-00-subs was presented by John Stine. It reflects a revised document structure from previous versions of the draft standard.

Discussion on the document structure reflected that some of the content of the draft should be moved to appendixes and that more clarity on the units of measure used to express values is needed.

The workgroup schedule should be updated to be more consistent with current progress with the draft standard and the requirements for the balloting process. Matt will consider changes to the schedule and move dates by about 2 months but may not do so till the face-to-face in March. Mat will defer the ballot invitation till we determine a date for the ballot (should be about 1 month before we plan to have the ballot).

NIEM work and schema definition has a target to be completed by Jesse in February

Ad-hoc meetings will be needed and scheduled to complete the draft standard document.

Action items:

* Darcy to get Scott committed to work on adapting schema to NIEM (by next Tuesday)
* Jesse to work with Scott on adapting schema to NIEM. Jesse will report on estimated time to complete (one week)

**b. Ballot invitation**

Matt presented the different voter classifications that are used in a balloting process and draft text for the ballot invitation (See 5-15-0007-00).

**4. Review of other 1900 activities**

Vote to forward 5-15-0003-00 to 1900.1 will take place in the next 1900.5 WG meeting.

**5. 1900.5 marketing inputs**

MOU with WinnForum – moving forward, no comments

WinnForum 3.6GHz stakeholders meeting – Held on Jan 27:

Jesse debriefed the group on the content/activities of this meeting. Main conclusion: 1900.5.2 should be proposed as part of the operation of the SAS.

 1900.5.2 mentioned as part of the list of new innovations that should be considered by WinnForum

**6. Ad Hoc Planning**

1900.5.1 ad-hoc meeting will take place on February 5/2015

1900.5.2 ad-hoc meeting scheduled for February 26. Darcy to lead.

**7. Review of 1900.5 meeting schedule**

1900.5 will have formal WG meetings in the WinnComm conference. The meeting for April could get cancelled depending on the progress/work completed at WinnComm (April meeting and WinnComm are very close)

**8. AoB**

Group members can register under the *members* category for the WinnComm conference

John Stine and Carlos have had a 1900.5.2 related paper published in IEEE JSAC.

**9, Adjourn**

Meeting adjourns at 12:35 p.m