Wireless Chairs Committee

Joint 11/15 Executive Committee

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| Project | Wireless Chairs Committee |
| Title | Meeting Minutes for December 9th, 2020  |
| Date Submitted | December 11th, 2020 |
| Source | Stephen McCannHuawei Technologies Co., Ltd |  E-mail: stephen.mccann@ieee.org |
| Re: | Meeting Minutes |
| Abstract |  |
| Purpose | Maintain Meeting Record |
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**Wednesday December 9th, 2020, 15:00 Eastern Standard Time (EST)**

**Wireless Chairs Committee (WCC) Meeting**

1. **Call to order**: Meeting called to order
* **Chair**: Dorothy Stanley
* **Recording Secretary**: Stephen McCann
1. **Policy and Procedure reminders**
* **<**<http://ieee802.org/sapolicies.shtml>>
* The chair read out the relevant policies and procedures
* No statements were made.
1. **Attendees**: Jon Rosdahl, Ben Rolfe, Clint Chaplin, Jay Holcomb, Rick Alfvin*,* Stephen McCann, Tim Godfrey*,* Dorothy Stanley, Stuart Kerry, Pat Kinney, Jodi Haasz, James Gilb, Clint Powell*,* Max Riegel*,* Juan Carlos Zuniga*,* Dawn Slykhouse, Steve Shellhammer, Subir Das, Robert Stacey
2. **Review and approve agenda**
* <https://mentor.ieee.org/802-ec/dcn/20/ec-20-0251-00-WCSG-2020-12-09-wireless-chairs-teleconference-agenda.docx>
* **Move to approve the agenda:**
	+ Moved: Stephen McCann, 2nd: Rick Alfvin
	+ No objection to approving by unanimous consent.
* **Minutes from the last meeting**:
* <https://mentor.ieee.org/802-ec/dcn/20/ec-20-0221-00-WCSG-october-28-2020-minutes.docx>
	+ Action to review the operations manual.
* **Move to approve these minutes**
	+ Moved: Stephen McCann, 2nd: Jon Rosdahl
	+ No objection to approving by unanimous consent.
1. **Financial Report**
* Jon Rosdahl presented the financial report:
* <https://mentor.ieee.org/802-ec/dcn/20/ec-20-0175-00-WCSG-wireless-treasurer-report-nov-2020-electronic-plenary.pptx>
* The bank account is currently $393,609.16 and these figures are as October 31st 2020.
* Question (Q): Is the document number ec-20-0179r0 per the agenda?
* Answer (A): No, it’s ec-20-0175r0. Document ec-20-0179r0 is the September 2020 document. The numbers are indeed out of order.
* Comment (C): The NetSuite reporting is up to date as of November 30th 2020.
1. **Future Wireless Interim meetings**
* These are the planned future wireless interim meeting and venues
	+ May 9-14, 2021 Hilton Panama
		- To be confirmed. The WCSC will make a decision as to whether this will be online or face to face, at an early February 2021 meeting.
		- C: The Panama tourist information bureau is now allowing tourists to travel to Panama. However the issue is returning to your home country.
	+ Sept 12-17, 2021 Hilton Waikoloa Village
		- Contract executed, added to repository
	+ Jan 16-21, 2022 Hotel Irvine
		- Contract executed, added to repository
	+ May 15-20, 2022 Warsaw Marriott
		- Contract executed, in repository
	+ Sept 11-16, 2022 Hilton Waikoloa Village
		- Contract executed, added to repository
	+ Jan 15-20, 2023 Baltimore Marriott Waterfront
		- Contract executed, in repository
	+ May 2023
		- No update
	+ September 2023, Atlanta, Buckhead
		- A new contract is being negotiated at this time
	+ Jan 2024
		- No update
	+ May 2024
		- No update
	+ Sept 2024, Hilton Waikoloa Village
		- Contract executed, in repository
* Overall, the situation is very good and there are no immediate liabilities.
* A better update will be given in January 2021.
* Q: What about a replacement for January 2021 in Irvine
* A: That has been postponed to January 2022
* Q: At the moment we will be going to Waikoloa in September 2021.
* Q: Will IEEE require people to have had the vaccine before travel to future meetings?
* A: Face to Face are working on various guidelines for future venues, which will be shared with the EC. These guidelines will offer various options including the one in the question.
1. **802.18 – Regulatory issues**
* Currently having weekly meetings
* There are lots of things happening in Europe at the moment regarding 6 GHz radio regulations.
* Thanks to Edward Au for his regulation updates on several Asian countries.
* The group is working on material for the World Radio Congress (WRC) 2023
* In the EC call last week, it was mentioned that a table of frequencies for various IEEE 802 standards will be created. An EC ad-hoc team may be created to work on this and 802.18/19 will be working together on this. This is the current document:
	+ <https://mentor.ieee.org/802-ec/dcn/20/ec-20-0245-01-00EC-frequency-tables-of-ieee-802-wireless-standards.pptx>
1. **802.19 – Co-existence**
* No major updates
* Working with 802.18 on the frequency tables
* The rules on co-existence assessments have now been updated.
* No questions
1. **802.24 – Vertical Applications TAG**
* Still working on 3 whitepapers, although struggling without face to face meetings.
* I’d like to plan a single 802.24 slot for the January 2021 interim meeting, when 802.11 and 802.15 have their meetings.
* Q: Does the 802.11 schedule document for January (11-20-1904) have times in eastern time?
* A: Yes.
1. **Wireless Chairs Standing Committee Operations Manual**
* Chair: I would like to review the changes in document: <https://mentor.ieee.org/802-ec/dcn/20/ec-20-0187-01-WCSG-wc-sc-operations-manual.docx>
* There have been quite a few changes to section 2.8 based on the last meeting in October, together with some other minor changes.
* Q: Regarding clause 2.8, 12a, I think this needs re-writing a little, as the wording about the treasurer “makes them on time” is a little vague.
* The sentence was re-written in the meeting.
* An revision (r2) will be uploaded with the marked changes and then an r3 will be uploaded as a clean version.
* **Move to approve document ec-20-0187r2 as the WC SC operations manual**
	+ Moved: Pat Kinney, 2nd: Ben Rolfe
	+ No objection to approving by unanimous consent. (13 voters)
1. **AoB**
* **The future WC SC meetings are planned to be on**
* 2021-01-06 Wednesday 15:00 ET
* 2021-02-03 Wednesday 15:00 ET
* 2021-03-03 Wednesday 15:00 ET
1. **Adjournment**
* Happy Holidays to everyone
* No objection to adjourning
* Adjourned at 15:51 EST

End of Document