Wireless Chairs Standing Committee

Joint 11/15 Executive Committee

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| Project | Wireless Chairs Standing Committee |
| Title | Meeting Minutes for April 7th, 2021  |
| Date Submitted | April 12th, 2021 |
| 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 April 7th, 2021, 15:00 Eastern Daylight Time (EDT)**

**Wireless Chairs Standing Committee (WCSC) 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, Jay Holcomb, Stephen McCann, Dorothy Stanley, Dawn Slykhouse, Stuart Kerry, Clint Chaplin, Steve Shellhammer, Subir Das, Ben Rolfe, Joseph Levy, Pat Kinney, Robert Stacey, Paul Nikolich, Clint Powell, Rick Alfvin, Lisa Ronmark, Al Petrick

**Apologies**: Christy Bahn, Tim Godfrey

1. **Review and approve agenda**
* <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0092-00-WCSG-2021-04-07-wireless-chairs-teleconference-agenda.docx>
* **Move to approve the agenda:**
	+ Moved: Stephen McCann, 2nd: Jon Rosdahl
	+ No objection to approving by unanimous consent.
* **Minutes from the last meeting March 3rd 2021**:
* <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0049-00-WCSG-minutes-march-03-2021.docx>
	+ No actions
* **Move to approve these minutes**
	+ Moved: Stephen McCann, 2nd: Pat Kinney
	+ No objection to approving by unanimous consent.
1. **Financial Report**
* Jon Rosdahl presented the financial report:
* <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0024-00-WCSG-wireless-treasurer-report-march-2021-electronic-plenary.pptx>
* This report is the same one that was shown at the meeting on March 3rd.
* Question (Q): Has anyone considered registration fees for future interims, as the IEEE 802 plenaries have now decided to charge an online registration fee for the July 2021 meeting?
* Answer (A): Not really, but I think we should consider a registration fee for the September 2021 interim, if it is not a face to face meeting.
* Comment (C): So, could we add this as an agenda item for the next WC SC.
* **Action**: Add an Agenda item for the May 5th 2021 WC SC.
* Chair: I think if we introduce a registration fee, then it is for any meeting within the interim session.
* C: I think all the IEEE 802 wireless groups would then have to meet at the same time, to more easily manage the logistics of a paid meeting.
* C: I would also like an IEEE 802 wireless plenary at the start.
* C: Yes, I agree with all this. In addition, do we need to go up to higher rules when a registration fee is charged and do we then have to have attendance credit?
* C: So, if the September 2021 interim is not face to face, I think we then need a straw poll or motion to determine an online registration fee. I also think that someone who pays and then does not obtain attendance credit may be rather unhappy.
* C: If you pay a registration fee, what do you get for your money? I think we need to discuss this a little more.
* C: I also think the IEEE 802 wireless joint meeting is a good idea. I also want to mention the 17 hrs 59 mins limitation of the IMAT system for meetings.
* Q: Why would it be a too late for a registration fee for the May IEEE 802 wireless interim meeting?
* A: Because we typically give all the members 2 months notice.
* C: Sure, but there would be no related hotel room fee.
* C: In addition, it would be difficult to arrange a suitable payment web-site before the start of the May meeting.
* Q: Is it also possible to sort out some of the IMAT timing issues?
* A: In 802.11, the meetings were 2 hours long with a 15 minute break in between.
* C: From the meeting planners prospective, Face to Face are willing to assist with this. They can help with a pay wall and other such things.
* C: I don’t think it’s too late for the registration fee for September 2021. I think there is plenty of time to sort things out.
* C: At the May 5th WC SC meeting we will discuss whether the September 2021 should be online or face to face. However, does this decision need to be made in early May. Can it be postponed?
* Chair: If we can have more information on May 5th, that would be great. I think by September, a lot of people in many countries should have had the opportunity to have a vaccine.
* Chair: So, should we send out some sort of survey?
* A: Yes, perhaps as an ePoll.
* C: I think all the members have to be surveyed. I think we should wait until June to do this survey.
* C: Yes, a formalized ePoll would be a good way to record many people’s feelings about all this.
* C: A lot of travel aspects will probably change over the next 60 days.
* C: I think the ePoll should be consider some multiple options such as: would you be able to go, would your company let you go, would you be able to travel.
* C: This committee should agree the wording of an ePoll. So, perhaps the ePoll could go out between the May and June WC SC meetings.
* C: Sorting out an ePoll question is quite difficult. However, with all your help, I can try this again. I suggest that we start working on that immediately.
* C: It can take up to 3 months for some people to obtain visas, especially for those people who are new.
* C: So, perhaps the decision about the September meeting can be delayed until June.
* C: I also agree that the September meeting decision can be made in June. Regarding visas, I understand that the USA authorities will start to process visa applications around the beginning of May 2021. So, perhaps in June, we will have more information about this.
* C: I can assist with any ePoll questions. Over the last 3 weeks, I have also been asked about possibly having face-to-face and online hybrid meetings.
* C: There is an IEEE 802 EC ad-hoc about hybrid meetings, although it hasn’t met many times yet. I think such a hybrid meeting would be a problem in September 2021, as there would not be enough bandwidth at the hotel venue for up to 10 parallel meetings. Remember that people who are remote must be able to interact in an equal way as those people who are present.
* C: Yes, I agree as I’ve been in the same situation myself. However, this type of detailed answer needs to be communicated to the members.
* **Action**: Communicate issues about hybrid meetings to members.
* Q: I thought we have agreed that May 5th, will be the September meeting decision point?
* A: Yes, that is true.
* C: I think we also need to inform the members that a face to face meeting may be very expensive or incur other costs.
* Chair: Regarding the September decision, let’s keep this as May 5th. However, if there is a good reason to postpone it, let’s discuss that on May 5th. I think the main issue will be if people can obtain visas or not.
* Chair: The IEEE 802 wireless chairs have already determined a viable minimum number of people. Therefore, the ePoll can simply say “can you attend in person”. If the result is less than this viable minimum, then the meeting cannot be face to face.
* **Action**: Jon, Stuart, Stephen, Clint P. Please can a question can be organized by April 14th, then we can work from there.
* **Action**: Jon, Rick, describe the situation of why a hybrid meeting is not viable for September face to face. I also think that April 14th is a suitable deadline for this.
* Q: What about travel tests?
* Chair: This will be dependent upon the regional requirements. Therefore for September, we need to abide by the Hawaiian Big Island regional rules.
* Chair: Correspondingly the IEEE 802 EC need to make a similar decision about the November 2021 meeting in Canada.
1. **Future Wireless Interim meetings**
* <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0025-03-WCSG-ieee-802wcsc-meeting-venue-manager-report.pptx>
* All the information is the same as the last report on March 3rd 2021.
1. **802.18 – Regulatory issues**
* At the moment, there are not many items for Europe.
* Saudi Arabia has been quite active.
* There are some 6 GHz issues to address.
* Regarding the wireless frequency table item with 802.19, a spreadsheet that has been started.
* There will be a 802.18 ad-hoc to consider items for WRC 2023 later today.
* Q: Are you also going to discuss whether 802.18 will lead the wireless frequency table item?
* A: No decision has been made about that yet.
1. **802.19 – Co-existence**
* IEEE 802.19.3 has been approved by the standard board last month,
* There is also a 802.19 co-existence ballot that has recently started regarding 802.15.4aa.
* No questions
1. **802.24 – Vertical Applications TAG**
* There is nothing to report today.
* No questions
1. **AoB**
* The future WC SC meetings are planned to be on:
	+ 2021-05-05 Wednesday 15:00 ET for 1.5 hrs
	+ 2021-06-02 Wednesday 15:00 ET for 1.5 hrs
	+ 2021-07-07 Wednesday 15:00 ET for 1.5 hrs
1. **Adjournment**
* No objection to adjourning
* Adjourned at 16:10 EDT

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