Wireless Chairs Standing Committee

Joint 11/15 Executive Committee

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| Project | Wireless Chairs Standing Committee |
| Title | Meeting Minutes for September 1st, 2021  |
| Date Submitted | September 16th, 2021 |
| Source | Stephen McCannHuawei Technologies Co., Ltd |  E-mail: stephen.mccann@ieee.org |
| Re: | Meeting Minutes |
| Abstract |  |
| Purpose | Maintain Meeting Record |
| Notice | This document has been prepared to assist the Wireless Chairs Standing Committee (WCSC) and the Joint 11/15 Executive Committee. It is offered as a basis for discussion and is not binding on the contributing individual(s) or organization(s). The material in this document is subject to change in form and content after further study. The contributor(s) reserve(s) the right to add, amend or withdraw material contained herein. |
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**Abbreviations:**

A: Answer

C: Comment

Q: Question

**Wednesday September 1st, 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, including copyright
* No statements were made.
1. **Attendees**: See Annex A
2. **Review and approve agenda**
* <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0205-00-WCSG-2021-09-01-wireless-chairs-teleconference-agenda.docx>
* **Move to approve the agenda:**
	+ Moved: Stuart Kerry, 2nd: Clint Powell
	+ No objection to approving by unanimous consent.
* **Minutes from the last meeting August 4th 2021**:
* <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0185-00-WCSG-minutes-august-04-2021.docx>
* No Action items.
* **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, update to 31st August 2021.
* For reference the document is:
* <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0186-00-WCSG-wireless-treasurer-report-sept-2021.pptx>
* There are still some minor issues with the new tools that are being used.
* C: There will be some earnings arriving in the middle of September 2021 from the September interim.
* C: This is a little different from how cash flow used to arrive, before these new tools were used.
1. **Future Wireless Interim meetings**
* <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0025-09-WCSG-ieee-802wcsc-meeting-venue-manager-report.pptx>
* The list of future venues for wireless interim meetings is summarized as follows:
* See slide #3 for updates
* Sept 12-17, 2021, – electronic
* Jan 16-21, 2022, Hilton Panama – see later discussion
* May 15-20, 2022, Warsaw Marriott– Contract executed, in repository
* Sept 11-16, 2022, Hilton Waikoloa Village– Contract executed, in repository
* Jan 15-20, 2023, Baltimore Marriott Waterfront – Contract executed, in repository
* May 2023 – open/unscheduled (Asia)
* September 10-15, 2023, Atlanta Buckhead – Contract executed, in repository
* Jan 2024 – Hotel Irvine
* The hotel is going to close.
	+ The IEEE 802.11/15 treasury is working with the IEEE Emergency Response Team and MCE to negotiate any potential penalties as the contract has been formally cancelled by the Hotel Irvine corporation.
	+ Therefore this date is now open/unscheduled (USA)
	+ No questions about this.
* May 2024 open/unscheduled (Europe)
* Sept 2024 Hilton Waikoloa Village – Contract executed, in repository
* Sept 2025 Hilton Waikoloa Village – Approved March 2020 by 802WCSC – Contract in progress
* Sept 2026 Hilton Waikoloa Village – Approved March 2020 by 802WCSC – Contract in progress
* **Panama January 2022 (slide #8)**
* Please remember that there is no one thing that determines whether this is going to be face to face or not.
* Panama is open at the moment.
* C: So if you are vaccinated, you do not have to quarantine.
* Straw polls were held by the working groups and the results show that 61% of the expected minimum were willing to attend.
* Many companies have rules that travel will not be considered until January 2022, so there are still many unknowns at the moment.
* C: The change in the safety status of Panama City is a recent change (slide #21)
* The recommendation is to make the January 2022 an electronic meeting and postpone Panama to January 2024.
* Q: Will there be an increase in the costs for January 2024?
* A: It looks as though we will just change the contract dates at the moment.
* Q: If we decide that this is an online meeting, are there any penalties?
* A: No, as the contract has not been signed.
* Q: Is there an option to consider a different face to face venue?
* A: The IEEE 802 EC are considering mixed-mode meetings going forward. There are many debates about this at the moment. There is no fall back venue for January 2022. Please remember that for over 50% of our attendees travelling to the USA is not an option from a Covid point of view. There are also many issues with obtaining USA visas. Also remember that from an organizational point of view, January 2022 is very close.
* Poland in May 2022 is looking quite hopeful as the next 802 wireless interim face to face meeting.
* C: I was in Mexico City 2 weeks ago and everything there is open, hotels and restaurants. You need a test prior to arrival and also before returning to the USA. Meeting are being held there. There are no restrictions for visas, so it could be considered as a future venue?
* C: We know of a company that could provide mixed-mode meeting tools. I have a slide deck that can be shared.
* **Action:** Jon Rosdahl to provide a link to this slide deck for the secretary.
* **Motion (slide #24)**
* **Whereas the ongoing restrictions of the COVID-19 Pandemic has impacted the ability to hold a viable in-person meeting in January 2022, (Attendees not able to travel, less than 47% potential minimum attendance, Travel Restrictions, Space available).**
* **Move to Cancel the 2022 January 802 Wireless Interim at the Hilton Panama, Panama City, Panama, in person event.**
	+ Moved: Jon Rosdahl, 2nd: Stephen McCann
	+ No objection to approving by unanimous consent (14 members of the 802WCSC).
* **Motion (slide #25)**
* **Whereas the 802 Wireless treasury has been funding costs associated with supporting 802 Wireless activities (session contracting costs - both in person and electronic, group costs, etc.) from the reserves without any income for the past 18 months,**
* **Move to hold the 2022 January 802 Wireless Electronic Interim with a meeting fee of USD$50 payable 15 days prior to start and USD$75 until the start of the Interim Session, and USD$125 thereafter.**
	+ Moved: Jon Rosdahl, 2nd: Ben Rolfe
	+ No objection to approving by unanimous consent (9 members of the 802.11/802.15 joint treasury).
* Chair: This is not a decision that we take lightly, but I think it’s the only sensible option at the moment.
1. **Discussion: September Wireless electronic interim**
* Dates: Friday, September 10th 09:00 Eastern Time to Thursday, September 23rd at 16:00 Eastern Time.
* Registration is now open: <https://www.ieee802.org/11/email/stds-802-11/msg05492.html>
* Wireless Interim Opening meeting: Friday Sept 10, 09:00ET for 2 hours.
* There is now a draft agenda available for this meeting: <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0140-01-WCSG-2021-09-wireless-interim-opening-plenary-agenda.xlsx>
* C: There are 384 people who have registered for the meeting at the moment.
* C: Regarding the opening agenda in “any other business”, please can you add that the IEEE election is currently open and to encourage members to vote.
1. **802.18 – Regulatory issues**
* Discussion topics include:
	+ ETSI BRAN has been looking at 6 GHz issues and they will have some ad-hoc meetings to address some specific aspects.
	+ ITU-R have 4 liaisons: ITS, IEEE 802.11 (x2) and Light Communications
	+ There is an FCC NPRM regarding 60 GHz operation.
	+ Q: Do you have enough time with 10 minutes in the IEEE 802 wireless opening plenary?
	+ A: Yes
* No questions
1. **802.19 – Co-existence**
* Provided comments on the 802.11be co-existence document.
* Continue to provide help to 802.18 with the 802 wireless frequency table.
* No questions
1. **802.24 – Vertical Applications TAG**
* There will also be 1 meeting in the September interim to discuss the 3 whitepapers that the TAG has been working on.
* Also looking at new vertical markets for IEEE 802 future interests.
1. **AoB**
* **Motion (ec-21-0025r9 slide #25)**
* **Approve Panama Hilton – January 2024**
* **Move to approve the Panama Hilton, Panama City, Panama as the venue location for the 2024 January 802 Wireless Interim.**
	+ Moved: Jon Rosdahl. 2nd: Rick Alfvin
	+ C: I think this decision is too early, as we don’t know exactly where we stand with the Hotel Irvine.
	+ Q: Does the contract still cover us for Covid issues in January 2024.
	+ A: Yes, it does contain the force majeure statements for events like Covid.
	+ C: It appears that everything in the January 2022 contract will remain the same for January 2024, apart from a change in the date.
	+ Results: Yes: 11, No: 0, Abstain: 3 (14 members of the 802WCSC)
	+ Motion passes
* The future WC SC meetings are planned to be on:
	+ 2021-10-06 Wednesday 15:00 ET for 1.5 hrs
	+ 2021-11-03 Wednesday 15:00 ET for 1.5 hrs
	+ 2021-12-01 Wednesday 15:00 ET for 1.5 hrs
* IEEE Annual Election
	+ Please be aware that this election is currently open and please can you all encourage all of your members to vote.
	+ <https://www.ieee.org/about/corporate/election/index.html>
* The decision about the May 2022 interim meeting (face to face or online) will be made at an IEEE 802 wireless chairs meeting in January 2022
1. **Adjourn**
* No objection to adjourning
* Adjourned at 16:19 EDT

**Annex A: Attendance & Affiliation**

| **Name** | **Affiliation** |
| --- | --- |
| Alfvin, Rick | Linespeed |
| Bahn, Christy | IEEE STAFF |
| Beecher, Phil | Wi-SUN Alliance |
| Branik, Daniel | MTG Events Pty Ltd |
| Chaplin, Clint | Self |
| Das, Subir | Perspecta Labs Inc |
| Godfrey, Tim | Electric Power Research Institute, Inc. (EPRI) |
| Holcomb, Jay | Itron Inc. |
| Kerry, Stuart | OK-Brit; Self |
| Kinney, Pat | Kinney Consulting |
| Levy, Joseph | InterDigital, Inc. |
| McCann, Stephen | Huawei Technologies Co., Ltd |
| Nikolich, Paul | Samsung |
| Powell, Clint | Facebook |
| Rolfe, Benjamin | Blind Creek Associates |
| Ronmark, Lisa | Face to Face Events Inc. |
| Rosdahl, Jon | Qualcomm Technologies, Inc. |
| Shellhammer, Steve | Qualcomm Incorporated |
| Slykhouse, Dawn | Face To Face Events, Inc. |
| Stacey, Robert | Intel Corporation |
| Stanley, Dorothy | Hewlett Packard Enterprise |

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