Wireless Chairs Standing Committee

Joint 11/15 Executive Committee

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| Project | Wireless Chairs Standing Committee | |
| Title | Meeting Minutes for April 6th, 2022 | |
| Date Submitted | April 11th, 2022 | |
| Source | Stephen McCann  Huawei Technologies Co., Ltd | E-mail: [stephen.mccann@ieee.org](mailto: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 April 6th, 2022, 15:00 Eastern Time (ET)**

**Wireless Chairs Standing Committee (WCSC) Meeting**

1. **Call to order**: Meeting called to order at 15:00 ET

* **Chair**: Dorothy Stanley
* **Recording Secretary**: Stephen McCann
* The meeting is using the [Meetecho](https://www.meetecho.com/en/) remote meeting tool as a trial.

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/22/ec-22-0079-00-WCSG-2022-04-06-wireless-chairs-teleconference-agenda.docx>

* **Move to approve the agenda:**
  + Moved: Stuart Kerry, 2nd: Clint Powell
  + No objection to approving by unanimous consent.
* Please note that Amelia Andersdotter is now the IEEE 802.18 secretary
* **Consider Minutes from the last 2 meetings March 2nd and March 23rd 2022:**
  + No actions arising from the minutes.
* **Move to approve the minutes for March 2, 2022 – 802 EC-22/60r1:**
  + <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0060-01-WCSG-minutes-march-02-2022.docx>
  + Moved: Stephen McCann, 2nd: Amelia Andersdotter
  + No objection to approving by unanimous consent.
* **Move to approve the minutes for March 23, 2022 – 802 EC-22/71r2:**
  + <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0071-02-WCSG-minutes-march-23-2022.docx>
  + Moved: Stephen McCann, 2nd: Jon Rosdahl
  + No objection to approving by unanimous consent.

1. **Financial Report**

* <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0309>
* The January 2022 interim finances will close shortly. There were 584 registrations.
* Regarding meeting deadbeats, there are 2 people who have not paid any registration fees: Run Chen, New Radio Technology Co. Ltd and Ostrovsky Hsu, Xiaomi Inc
* Please note that deadbeats are being tracked and will be prevented from obtaining voting rights.
* Q: I would like to suggest a penalty fee for these people to re-join, as it is taking time for officers to keep track of them, e.g. $200.
* A: This is a good idea and it should be discussed at David Law’s EC ad-hoc.
* There are currently 345 registrations for the May interim meeting.

1. **Future Wireless Interim meetings**

* <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0001-06-WCSG-ieee-802wcsc-meeting-venue-manager-report-2022.pptx>
* The current status of the future interim venues is as follows:
  + May 8-13, 2022 Warsaw Marriott
    1. The hotel contact has been notified that the meeting will no longer happen. This venue will move to May 2024.
    2. Documentation is in progress with the hotel.
  + Sept 11-16, 2022, Hilton Waikoloa Village, Waikoloa, HI – Contract executed
    1. The hotel is being prepared for a mixed-mode event.
  + Jan 15-20, 2023, Baltimore Marriott Waterfront, Baltimore, MD – Contract executed
  + May 14-19, 2023 – Hilton Orlando Lake Buena Vista, Orlando, FL
    1. The contract is still being negotiated, as there 3 items left to resolve.
  + September 10-15, 2023 – Grand Hyatt, Atlanta Buckhead – Contract executed
  + January 14-19, 2024 – Hilton Panama, Panama – Contract executed
  + May 2024 – Plan Marriott Warsaw rescheduled from May 2022Sept 8-13, 2024 – Hilton Waikoloa Village – Contract executed
  + Jan 2025 – Open
  + May 2025 – Open
  + Sept 2025 Hilton Waikoloa Village, Waikoloa, HI – Approved April 2020 by 802WCSC – Contract executed
    1. The contract has been completed at the end of March 2022.
  + Jan 2026 – Open
  + May 2026 – Open
  + Sept 2026 Hilton Waikoloa Village, Waikoloa, HI – Approved April 2020 by 802WCSC – Contract executed
    1. The contract has been completed at the end of March 2022.
  + Q: Regarding September 2022, will there be a decision date for the final plan?
  + A: We should be able to do this at the May 2022 WCSC meeting.

1. **May 2022 Interim**

* The wireless opening plenary will be on the Friday May 6th 2022 at 09:00 ET
* All WG/TAG chairs should announce whether this meeting is a credited interim or not.
* The IEEE 802.11 and 802.18 sessions will be credited interims.
* Please remember that the wireless opening plenary is part of the registered session and therefore requires payment.

1. **AoB**

* Discussion on the use of the MeetEcho tool for today’s telecon. There were positive and negative comments on the user interface and user experience.
  + The tool will incur an additional cost over what would be necessary for just WebEx and the costs for connecting to the local hotel AV system.
  + MeetEcho is very bandwidth efficient and might have better performance at high load or in constrained bandwidth use.
  + The user interface does require some training, but overall works well.
* The next meetings are:
  + 2022-05-04 Wednesday, 2 hours, 15:00 ET
    - This telecon will use Webex with some attendees using the mixed mode tools originating in Montreal at the Sheraton Montreal.
  + 2022-06-01 Wednesday, 2 hours, 15:00 ET
    - This telecon will be Electronic only with WebEx

1. **Adjourn**

* No objection to adjourning
* Adjourned at 16:02 ET

**Annex A: Attendance & Affiliation**

| **Name** | **Affiliation** |
| --- | --- |
| Branik, Daniel | MTG Events |
| Chaplin, Clint | Samsung Research America |
| Das, Subir | Peraton Labs |
| Godfrey, Tim | Electric Power Research Institute, Inc. (EPRI) |
| Holcomb, Jay | Itron Inc. |
| Kerry, Stuart | OK-Brit; Self |
| Levy, Joseph | Interdigital |
| McCann, Stephen | Huawei Technologies Co., Ltd |
| Powell, Clint | Meta |
| Rolfe, Benjamin | Blind Creek Associates |
| Rosdahl, Jon | Qualcomm Technologies, Inc. |
| Shellhammer, Steve | Qualcomm Incorporated |
| Stanley, Dorothy | Hewlett Packard Enterprise |
| Bahn, Christy | IEEE-SA |
| Dawn Slykhouse | Face To Face Events |
| Palm, Stephen | Broadcom Corporation |
| Au, Edward | Huawei Technologies Co., Ltd |
| Andersdotter, Amelia | Sky UK Group |
| Petrick, Al | Skyworks |

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