Wireless Chairs Standing Committee

Joint 11/15 Executive Committee

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| Project | Wireless Chairs Standing Committee |
| Title | Meeting Minutes for August 3rd, 2022  |
| Date Submitted | August 16th, 2022 |
| Source | Stephen McCannHuawei Technologies Co., Ltd |  E-mail: stephen.mccann@ieee.org |
| Re: | Meeting Minutes |
| Abstract |  |
| Purpose | Maintain Meeting Record |
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**Abbreviations:**

A: Answer

C: Comment

Q: Question

**Wednesday August 3rd, 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
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-22-0170-00-WCSG-2022-08-03-wireless-chairs-teleconference-agenda.docx>
* **Move to approve the agenda:**
	+ Moved: Jon Rosdahl, 2nd: Ben Rolfe
	+ No objection to approving by unanimous consent.
* **Consider Minutes from the last meeting July 10th 2022:**
	+ **Action**: Jon Rosdahl/Ben Rolfe to analyze future venue contracts to determine a new reserve level.
	+ This will be considered at a later meeting (Sept 802WCSC telecon)
	+ Action: Clint Powell to send the invitation to Bonnie Heile.
	+ Action completed
* **Move to approve the minutes for July 10th 2022 – 802 EC-22/160r2:**
	+ <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0160-02-WCSG-minutes-july-10-2022.docx>
	+ Moved: Stephen McCann, 2nd: Stuart Kerry
	+ No objection to approving by unanimous consent.
1. **Financial Report**
* [https://mentor.ieee.org/802-ec/dcn/22/ec-22-0111-00-WCSG-wireless-treasurer-report-August-2022.pptx](https://mentor.ieee.org/802-ec/dcn/22/ec-22-0111-00-WCSG-wireless-treasurer-report-july-2022.pptx)
* There is an estimate of 475 registrations for the September 2022 meeting.
* There were 527 registrations for the May 2022 and 600 for the January 2022 meetings.
* Slide #12 shows that the number of deadbeats per meeting is reducing.
* During the September 2022 meeting, there will be a discussion regarding future registration fees. The current values under consideration are: $950/$1200/$1450 (early bird/regular/onsite)
* Q: What is the state of the deadbeats at the moment?
* A: There are 0 deadbeats from the May 2022 meeting and 9 from the July 2021 Plenary to date.
* C: There is a budget of about $23,000 for the social in September 2022, based on an estimate of 230 people who are attending in person.
* Q: Perhaps we should ask for some more money to cover guests?
* A: I think that’s already accounted for within the budget.
* C: Hopefully, there will be an “ice shave” truck in attendance for the social.
* **Move to authorize the 802W Venue Manager, Jon Rosdahl to go on a site visit with Linespeed with the purpose to prepare for Virtual access for the 2022 Sept IEEE 802 Wireless Mixed-mode Interim.
Expenses not to exceed: $2,600**
	+ Moved: Dorothy Stanley, 2nd: Clint Powell
	+ Q: I support this, but I would like to cover a budget increase if a flight is cancelled.
	+ A: If that does happen, this group will be asked again to cover the extra cost.
	+ ECJT Result: Yes: 5, No: 0, Abstain: 0
1. **Future Wireless Interim Meetings**
* <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0001-07-WCSG-ieee-802wcsc-meeting-venue-manager-report-2022.pptx>
* Slides 3 and 4 show the current status of the future venues.
* The Marriott in Montreal may be re-visited in 2026.
* 2023 May will be at the Hilton Orlando and all the Contract issues have been completed.
* Chair: Note that January 2023 will be in Baltimore, whereas January 2024 is in Panama.
* Q: On slide #6, this is referring to a meeting that has already occurred?
* A: Yes
* Slide #8 shows open dates for Asia and Europe. Suggested venues include: Osaka (May 2025), Bonn, Belfast, Dublin, Amsterdam and Lisbon
* Q: Perhaps it’s time to schedule some of these meetings.
* Venue Manager. The IEEE 802 EC have recommended that future venues should not be considered, but I can resume maintaining a 3-year calendar.
* Chair: I would like to progress the Osaka venue at this time.
* Q: It would be useful to know if these meetings are going to be face to face or mixed-mode? Either all face to face or all online would be preferred. Companies need to know in advance.
* C: Osaka is on main island of Japan.
* C: Regarding the all face to face issue, there are some countries which may not allow people to travel for some time.

**Venue Summary**

* + May 8-13, 2022 was held electronic only. Warsaw Marriott– Contract executed, in repository will be moved to May 2024.
	+ Sept 11-16, 2022 Hilton Waikoloa Village– Contract executed, in repository.
	+ Jan 15-20, 2023 Baltimore Marriott Waterfront – Contract executed, in repository
	+ May 14-19, 2023 – Rescheduled Hilton Orlando Lake Buena Vista March 2022, Contract executed in May 2022, in the repository
	+ September 10-15, 2023 Atlanta Buckhead – Contract executed, in repository
	+ Jan 14-20 2024 – Panama Hilton - Contract executed, in repository
	+ May 2024 – Planned reschedule of 2022-05 Marriott Warsaw
	+ Sept 8-13, 2024 Hilton Waikoloa Village – Contract executed, in repository
	+ Sept 9-14, 2025 Hilton Waikoloa Village – Contract executed, in repository
	+ Sept 8-13, 2026 Hilton Waikoloa Village – Contract executed, in repository
1. **IEEE 802.18**
* Presented by Edward Au.
* There is an IEEE Spectrum Update Statement (ISUS) spectrum ad-hoc chaired by Amelia Andersdotter: <https://mentor.ieee.org/802.18/dcn/22/18-22-0087-00-ISUS-draft-statement.docx>
* Please note that recent 802.18 emails have been forwarded to 802.11 and 802.15, as it is felt that 802.18 activities are also important to these 2 working groups (WGs).
* No questions
1. **IEEE 802.19**
	* Presented by Tuncer Baykas
	* There are no letter ballots in progress at the moment.
	* There will a joint meeting (teleconference) with 802.18 next month and 1 meeting at the September 2022 meeting.
	* No questions.
2. **IEEE 802.24**
* Presented by Tim Godfrey
* The WG will meet 2 times at the September meeting, where it will work on the ongoing whitepapers and hope to forward one of them for publication.
* Additionally, the WG will considered how its technology can be used by other IEEE 802 WGs going forward.
* No questions
1. **September 2022 meeting**
* There will be a wireless interim opening meeting at 08:00 HAST (14:00 ET) on Monday September 12th 2022.
* Before the meeting, each WG chair will announce if this is a credited meeting regarding voting rights.
* Q: There is an increase in attendance overlap between 802.11 and 802.15. Therefore, should we consider reciprocal credit? Note, you would still have to attend both WGs for this to work. You couldn’t sit in 802.15 all week and receive credit for 802.11.
* Chair: This is a discussion between the 802.11 chair and the 802.15 chair. It’s not really for this meeting to discuss. However, it is recognized that there are commonalities between some sub-groups such as “light communication”.
* C: Perhaps the number of required slots in each WG can be reduced. Indeed 802.11 now only requires 9 slots, whereas 802.15 is a little higher.
* C: Yes, and that change really helps people who are attending remotely in different time-zones.
* C: The reciprocal credit tools can only really cope with 1 to 1 slot swapping between different WGs.
* No questions

**Bob Heile Remembrance**

* There will be a slide show and various entertainment for his remembrance, during the social at the September 2022 meeting.
* Q: We need to send out a request for photos of Bob Heile.
* A: There are some photos already, collected at the time of his passing.
* **Action**: Clint Powell to discuss with Bonnie Heile to determine a way forward to collect photos from the IEEE 802 community.
1. **AoB**
* The next meetings are:
	+ 2022-09-11 Sunday 16:00 in Waikoloa for 1.5 hrs
	+ 2022-10-05 15:00 ET 2 hrs
	+ 2022-11-02 15:00 ET 1.5 hrs
	+ 2022-11-13 Sunday 16:00 in Bangkok
	+ 2022-12-14 15:00 ET 2 hrs
* Chair: Regarding a potential Adhoc to discuss a rules change regarding failure to pay registrations, the EC discussed and decided that no rules change was needed at this time.
* Chair: There will be additional hybrid-mode training sessions for the September 2022 meeting.
* C: They should be around August 29th, with 2 sessions (one in the morning and one in the night (ET) to cover the world time-zones. There will also be an in-person meeting on Sunday September 11th at the September 2022 meeting venue at 13:30-14:30 HAST.,
* C: Regarding a 3-year cycle for planning meeting, we need to return to F2F meetings. For TGs that are developing standards productivity increased during the July 2022 meeting. Energy in the room helped to move the pace along. However, it is appreciated that remote attendance will be required into 2023.
* C: Mixed mode meetings encourage companies to request their employees to attend remotely, to save their costs. So therefore, meeting should be either all online or all face to face.
* C: There was definitely more energy with the remote attendees because there were people present in the rooms.
* C: That if companies do stop people travelling, then they may be losing out on standards development.
* We should re-consider this debate in about 6 months.
* C: In similar conferences, people who attend in person are being offered a discount to attend and those who do not attend in person pay more. This is an incentive for companies to send their employees.
* C: We need to commit to F2F meetings about 3 years in advance, as there is a lot of work in the background to sort out contracts.
* C: Support further discussions about a discount for those who attend in person.
* **Action**: Jon Rosdahl to prepare a motion to consider a schedule of potential meetings in 2025 during the September meeting.
* C: In the past, people who did not stay at the hotel did not receive a discount of $300. This could be reinstated in the future for either in-person or virtual attendee.
1. **Adjourn**
* No objection to adjourning
* Adjourned at 16:27 ET

**Annex A: Attendance & Affiliation**

| **Name** | **Affiliation** |
| --- | --- |
| Chaplin, Clint | Samsung Research America |
| Godfrey, Tim | Electric Power Research Institute, Inc. (EPRI) |
| 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. |
| Stanley, Dorothy | Hewlett Packard Enterprise |
| Au, Edward | Huawei Technologies Co., Ltd |
| Petrick, Al | Skyworks |
| Slykhouse, Dawn | Face to Face Events |
| Baykas, Tuncer | Ofinno |
| Nickolich, Paul | self employed / various |
| Andersdotter, Amelia  | Commscope |
| Palm, Stephen | Broadcom |
| Ronmark, Lisa | Face to Face Events |

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