Wireless Chairs Standing Committee

Joint 11/15 Executive Committee

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| Project | Wireless Chairs Standing Committee |
| Title | Meeting Minutes for October 5th, 2022  |
| Date Submitted | October 15th, 2022 |
| 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 October 5th, 2022, 15:00 Eastern Time (ET)**

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

1. **Call to order**: Meeting called to order at 15:04 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-22-0206-01-WCSG-2022-10-05-wireless-chairs-teleconference-agenda.docx>

* **Move to approve the agenda:**
	+ Moved: Stuart Kerry, 2nd: Al Petrick
	+ No objection to approving by unanimous consent.
* **Consider actions from the last meeting September 11th 2022:**
	+ **Action**: Jon Rosdahl to prepare a motion to consider a schedule of potential meetings in 2025 during the October meeting. **Outstanding**
* **Move to approve the minutes for September 11th 2022 – 802 EC-22/188r0:**
* <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0188-00-WCSG-minutes-september-11-2022.docx>
	+ Moved: Stephen McCann, 2nd: Ben Rolfe
	+ No objection to approving by unanimous consent.
1. **Frequency Table**
* <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0208-00-WCSG-update-on-ieee-802-wireless-standards-table-of-frequency-ranges.pptx>
* This is a summary of the frequency table work from IEEE 802.18 and 802.19.
* The spreadsheet itself is available here: <https://mentor.ieee.org/802.18/dcn/22/18-22-0009-01-0000-ieee-802-wireless-standards-table-of-frequency-ranges.xlsx>
* The WCSC is requested to determine the next steps for this work, based on the questions on slide #5.
* C: I don’t think an EC approval is required. There should be links from each wireless WG website to this document.
* C: I agree with that point of view.
* C: Regarding links to the document, I think it should be in the EC wireless chairs folder of the EC.
* C: Perhaps a link from the 802.11 main page <https://www.ieee802.org/11> and for the other wireless WGs, can be added.
* Chair: In summary, I don’t think EC approval is required.
* Q: Was updating the frequency table on a regular basis mentioned?
* A: Not exactly, but perhaps the 802.18/802.19 ad-hoc group could meeting every 6 months to re-consider the table.
* Chair: This will then remain as an agenda item for the wireless chairs meeting on a regular basis. I request the 802.18 and 802.19 chairs to recommend a revision/maintenance process.
* Q: I’ve noticed that project 15.7 is missing. Is that correct?
* A: Not sure.
* C: Perhaps an annual review is adequate.
* Chair: In summary, the official version should be placed into the EC WCSC document folder. For 802.11, a link to this folder can then be placed on the 802.11 home page. I suggest the same thing can be done for the other WG home pages.
* Chair: Regarding holding motions in all the wireless groups, I don’t think it’s necessary.
* C: I view those WG motions as EC approval and therefore it’s not necessary.
* Chair: I think the goal is to socialize this information with each working group. It will be a valuable resource for creating co-existence assessment documents.
* Q: Can I discuss WCSC document numbers as an AoB item.
* Chair: Yes.
1. **IEEE 802.18**
* Presented by Edward Au.
* There may be 1 or 2 liaisons coming out of 802.18 that will be presented to the EC for approval.
* Chair: Thank you to IEEE 802.18 for all the work that they are doing.
* No questions.
1. **Financial Report**
* <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0173-01-WCSG-wireless-treasurer-report-sept-2022.pptx>
* This is the September 2022 report that has now been updated for this meeting.
* The values are correct to September 30th, 2022.
* Slide #7 provides a breakdown of people who travelled from various countries to the September 2022 meeting.
* There are still 13 deadbeats, as shown on slide #13.
* C: It’s interesting to note that the interim in-person count is now approaching those pre-pandemic.
* Q: When will the January 2023 (Baltimore) registration web-site be available?
* A: Possibly November 15th.
* C: I would like to ask the WCSC about re-introducing a $300 discount for staying at the meeting hotel.
* Q: Can you provide a percentage increase in registration fees for 2023? This will help with internal travel approvals from our companies.
* Q: Regarding the number of people attending the September 2022, how can we incentivize the remote people to attend in person?
* A: The breakdown (slide #7) shows that some countries have increased the number of in-person attendees. It appears that the travel situation is improving. However, some companies have the attitude that if hybrid mode is available then this should be chosen, possibly to reduce their travel budgets. However, individuals should not be penalized if they are not able to travel, when it is out of their control.
* C: Hotel costs are rising at the moment, so this may have to be passed on to the attendees.
* Q: Apart from the finances, is there anything we can do to encourage people to attend in person?
* C: Also remember that there are some people who have never attended a face to face meeting.
1. **Future Wireless Interim Meetings**
* <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0001-10-WCSG-ieee-802wcsc-meeting-venue-manager-report-2022.ppt>
* Slides 3 and 4 show the current status of the future venues.
* There is now an opening for November 2025.

**January 2023 Interim Meeting**

* The revised venue is the Hilton Baltimore Inner Harbor, Baltimore, Maryland, USA. The final details are being sorted out at the moment and this meeting is being hosted from the hotel as a test of the hybrid meeting system.
* C: This hotel appears to be a good venue.
* C: Please remember that 802.1 will be joining this interim.
* Chair: Thank you to Jon (Rosdahl) and Dawn (Slykhouse) for helping to move from the Marriott to the Hilton and taking the time to visit the venue.
* Chair: Regarding the IEEE 802 wireless opening plenary in September, do you think this format would work for January 2023?
* C: There were very few people who actually attended this meeting
* C: I think this meeting should be advertised a little more. There are people who do not understand what this meeting is about.
* Chair: Let’s have this meeting again in January 2023.
* C: Perhaps provide “Berger Cookies” (a local Baltimore delicacy) at this opening plenary.
* C: Regarding the break times at the September meeting, I think they were a little short at 45mins.
* C: These reduced beverage and food times were to reduce costs.

**Interim Venue Summary**

* Jan 15-20, 2023 Hilton Baltimore Inner Harbor
* May 14-19, 2023 – Rescheduled Hilton Orlando Lake Buena Vista March 2022, Contract executed in May 2022, in the repository
* October 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
* Open dates: Jan 2025, May 2025 – Asia or NA, Jan 2026, May 2026 – Europe or NA. There should be more information about these venues in November 2022.
* Chair: Regarding venues for 2025, is there authorization to work on the venues.
* A: Yes, there is. Regarding Japan for some time in 2025, this is currently being worked on.
* Chair: If Japan is a possibility, please can you ask 802.1 to also join us?
* A: Yes, I will do.
1. **IEEE 802.19**
	* Presented by Steve Shellhammer
	* There is one item, which is a IEEE 802.15.3mb co-existence ballot that is currently in progress.
	* No questions
2. **IEEE 802.24**
* Presented by Tim Godfrey
* The WG will meet 2 times at the November plenary, where it will work on the ongoing whitepapers.
* Additionally, the WG will consider the EV charging technology market that has some relevance to the 802.1 TSN activity.
* No questions
1. **AoB**

 **Future Meetings**

* The next meetings are:
	+ 2022-10-05 15:00 ET 2 hrs
	+ 2022-11-02 15:00 ET 1.5 hrs
	+ 2022-11-13 Sunday 16:00 (ICT Indochina Time) in Bangkok
	+ 2022-12-14 15:00 ET 2 hrs
	+ 2023-01-15 Sunday 16:00 ET in Baltimore

 **Wireless Chairs’ Meeting Documents**

* Q: The document number tag WCSG seems to be inconsistent. Sometimes this groups’ documents are tagged WCSC and sometimes WCSG. Which one is correct?
* Chair: We should use “WCSC” as this is the Wireless Chairs’ Standing Committee.
* C: This is also mentioned in the WCSC operations manual: <https://mentor.ieee.org/802-ec/dcn/20/ec-20-0187-03-WCSG-wc-sc-operations-manual.docx>, section 2.4.
* Chair: The mentor document subgroup name is now changed to “Committee” to align with the name of the group; the “wcsg” tag in document names could be changed, but would establish a new document group. Consensus to keep the current tag. Chair to propose edits to the WCSC Operations Manual to clarify the naming.

**Bob Heile Remembrance**

* Chair: I would like to thank everyone who contributed to the Bob Heile remembrance during the September 2022 interim in Waikoloa. Special thanks to Dawn (Slykhouse) and the hotel staff.

**Thailand Convention and Exhibition Bureau (TCEB)**

* The IEEE 802.11 November meeting has now been registered with the TCEB. Therefore no-one on this call needs a visa, as this registration allows the vast majority of IEEE 802 members to enter Thailand on a tourist visa, since they are attending a TCEB sponsored conference.
1. **Adjourn**
* No objection to adjourning
* Adjourned at 16:37 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 |
| 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 |
| Christy Bahn | IEEE Staff |
| Robert Stacey | Intel |
| Steve Shellhammer | Qualcomm |
| Phil Beecher | WiSun |
| Ann Krieger | US DoD |
| Alfvin, Rick | Linespeed |
| Baykas, Tuncer | Ofinno |

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