Wireless Chairs Standing Committee

Joint 11/15 Executive Committee

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| Project | Wireless Chairs Standing Committee |
| Title | Meeting Minutes for March 12th, 2023  |
| Date Submitted | April 11th , 2023 |
| 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

**Sunday March 12th, 2023, 16:00 ET**

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

1. **Call to order**: Meeting called to order at 16:01 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/23/ec-23-0029-00-WCSG-2023-03-12-wireless-chairs-sc-meeting-agenda.docx>

* **Move to approve the agenda:**
	+ Moved: Clint Powell, 2nd: Tuncer Baykas
	+ No objection to approving by unanimous consent
* **Consider actions from the last WCSC meeting February 15th 2023:**
* None
* **Move to re-approve the minutes for January 15th 2023:**
* <https://mentor.ieee.org/802-ec/dcn/23/ec-23-0012-01-WCSG-minutes-january-15-2023.docx>
	+ Moved: Stephen McCann, 2nd: Stuart Kerry
	+ No objection to approving by unanimous consent
* **Move to approve the minutes for February 15th 2023:**
* <https://mentor.ieee.org/802-ec/dcn/23/ec-23-0027-01-WCSG-minutes-february-15-2023.docx>
	+ Moved: Clint Powell, 2nd: Stephen McCann
	+ No objection to approving by unanimous consent
1. **Frequency Table (IEEE 802.18 & IEEE 802.19)**

<https://mentor.ieee.org/802-ec/dcn/22/ec-22-0266-00-WCSG-ieee-802-s-wireless-standards-table-of-frequency-ranges.xlsx>

<https://mentor.ieee.org/802-ec/dcn/22/ec-22-0208-00-WCSG-update-on-ieee-802-wireless-standards-table-of-frequency-ranges.pptx>

Q: Has a link been added to the IEEE 802 website?

Chair: I don’t think so. That is a good suggestion. Which website are we specifically discussing.

A: It would be the IEEE 802 home page under “General Information”.

Chair: It’s not clear exactly where it should be at the moment. Perhaps it should be a new entry under “General Information”.

**Action:** To add this as a new menu item (Dorothy Stanley)

1. **IEEE 802.18**
* Presented by Edward Au
* 2 email ballots have been completed recently.
* This week’s objective is to 802.15 liaison on Terahertz. Another is to consider ongoing consultations with various worldwide regulation bodies.
* No questions
1. **IEEE 802.19**
	* Presented by Tuncer Baykas
	* There was an electronic ballot (passed) on the 802.11bf coexistence assessment (CA) document that closed on February 18.
	* No questions
2. **IEEE 802.24**
* Presented by Tim Godfrey
* Continuing to finish the various whitepapers that the WG has been working on.
* No questions
1. **March 2023 meeting**
* <https://mentor.ieee.org/802-ec/dcn/23/ec-23-0020-00-00EC-802-0323-thingstoknow-atlanta.pptx>
* Please remember to collect your T-shirt for the IEEE 802.11 40th anniversary, together with the new badge holder.
* Breakfast and breaks will be available during the week on the 2nd floor.
* Lunch will be in the crystal ballroom on the ground floor.
* There is an online schedule available.
* Please remember to record your attendance.
* Registration is required for all individuals who attend any part of this March plenary session.
* People who are on the deadbeat list have no rights to join the meetings this week until their past balances are paid.
* Please remember not to connect to audio when joining the Webex meetings.
* There is a local IEEE 802 document server, provided through Linespeed.
* On Wednesday, there is a social at the Georgia aquarium, here in Atlanta.
* It is possible to receive a wrist band that will allow you entry to the rest of the aquarium. Note that the main aquarium closes to the public at 9pm.
* There is transportation available and show your social ticket. There will be 3 busses available from 6pm and the last one will be at 9.30pm back from the aquarium.
* Q: Where will the busses be parked?
* A: Near the hotel lobby. There will be signage for the busses.
* The next plenary is at the Estrel Hotel in Berlin in July 2023.
* The next wireless interim is at the Hilton hotel in Orlando in May 2023.
1. **Financial Report**

<https://mentor.ieee.org/802-ec/dcn/23/ec-23-0003-02-WCSG-wireless-treasurer-report-2023.pptx>

* These are the accounts to 11th March 2023.
* The joint 802.11/15 treasury is doing well at the moment. Regarding slide #3, please note that there are payments still to be made.
* There were 605 registrations for the January 2023 meeting. In addition, the January meeting expenses were slightly lower than expected.
* C: Estimates of the budget are difficult, especially with the number of onsite attendees and those who are remote. This can have an unfortunate effect on the estimate of future meeting fees.
* Chair: In addition, there are still some hotel cancellation fees that need to be managed.
1. **Future Wireless Interim Sessions**

<https://mentor.ieee.org/802-ec/dcn/22/ec-23-0001-02-WCSG-ieee-802wcsc-meeting-venue-manager-report-2023.pptx>

* May 14-19, 2023 – Rescheduled Hilton Orlando Lake Buena Vista March 2023
* September 10-15, 2023 – Atlanta Buckhead
* Jan 14-20, 2024 – Panama Hilton - Contract executed, in repository. A site visit is planned for Aug. 2023.
* May 2024 – Planned reschedule of 2022-05 Marriott Warsaw
* Sept 8-13, 2024 – Hilton Waikoloa Village, Contract executed, in repository
* January 2025 – Potential Asia Venue, likely to be Kobe, Japan,
* May 2025 – Planned Asia/Europe venue, RFP to be sent in May/June 2023
* Sept 9-14, 2025 – Hilton Waikoloa Village, Contract executed, in repository
* January 2026 – TBD
* May 2026 – TBD
* Sept 8-13, 2026 – Hilton Waikoloa Village, Contract executed, in repository
* Note that slide #4 shows the future IEEE 802 plenary venues.
* Q: Regarding slide #6, it mentions a $300 discount.
* A: This slide is incorrect, and it needs to be updated.
* Q: Regarding Panama, what are the costs like?
* A: The costs should be similar to the USA.
* C: Regarding Orlando, the airport is very busy. Please give yourself plenty of time when leaving. In addition, please book the hotel as early as possible.
* Chair: Security can take at least one hour, even with priority access.
* C: There are also issues with car rentals. There are very few cars available.
1. **May 2023 interim meeting**
* This appears to be a good venue.
* Registration fee is required.
* Wireless Interim Opening meeting May 15th at 8AM Local Eastern time, 1 hour
	+ Status reports on each WG/TAG
* Each WG/TAG to announce that their session is a Credited Interim session.
* No questions
1. **AoB**

**Future Wireless Chairs Standing Committee Meetings**

* The next meetings are:
* 2023-04-12 Wednesday 15:00 ET 2 hours
* 2023-05-14 Sunday 16:00 ET in Orlando 1.5 hours
* 2023-06-14 Wednesday 15:00 ET 2 hours

**Donna Ferguson**

* One of the face to face employees has passed away. As many of you knew Donna, there is a remembrance book at the registration desk.
* This meeting passes on condolences to her family.
* 1 minute of silence was observed for Donna.
* C: Donna started in IEEE 802 in 1983, so she had been with the group for 40 years. A special award had been created for her, this being her 40th year, but it was not possible to present it to her, before she passed. It is available to look at by the registration desk.
* C: In addition, her family mentioned that she kept photos of many IEEE 802 meetings over the years.

**2024 mixed mode meetings**

* There will a motion to discuss mixed mode meetings for 2024 at the 2023 July meeting.
1. **Adjourn**
* No objection to adjourning.
* Adjourned at 17:09 ET

**Annex A: Attendance & Affiliation**

| **Name** | **Affiliation** |
| --- | --- |
| Bahn, Christy | IEEE Staff |
| Chaplin, Clint | Samsung Research America |
| Levy, Joseph | InterDigital |
| Petrick, Al | Skyworks |
| Powell, Clint | Meta |
| Rolfe, Benjamin | Blind Creek Associates |
| Rosdahl, Jon | Qualcomm Technologies, Inc. |
| Shellhammer, Steve | Qualcomm |
| Stanley, Dorothy | Hewlett Packard Enterprise |
| Das, Subir | Peraton Labs |
| Gilb, James | General Atomics Aeronautical Systems, Inc. |
| Au, Edward | Huawei Technologies Co., Ltd |
| McCann, Stephen | Huawei Technologies Co., Ltd |
| Stacey, Robert | Intel |
| Stuebing, Gary | Cisco |
| Kreiger, Ann | US DoD |
| Beecher, Phil | WiSun |
| Kerry, Stuart | OK-Brit; Self |
| Godfrey, Tim | Electric Power Research Institute, Inc. (EPRI) |
| Levy, Joseph | InterDigital |
| Slykhouse, Dawn | Face to Face Events |
| Baykas, Tuncer | Offino |
| Nikolich, Paul | Various/Self |
| Shellhammer, Steve | Qualcomm |

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