Wireless Chairs Standing Committee

Executive Committee of the Joint Treasury

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| Project | Wireless Chairs Standing Committee |
| Title | Meeting Minutes for August 14th, 2024  |
| Date Submitted | August 27th, 2024 |
| Source | Benjamin Rolfe, BCADorothy Stanley, HPE | E-mail: ben.rolfe@ieee.orgE-mail: dorothy.stanley@hpe.com |
| Re: | Meeting Minutes |
| Abstract |  |
| Purpose | Maintain Meeting Record |
| Notice | This document has been prepared to assist the Wireless Chairs Standing Committee (WCSC) and the Executive Committee of the Joint Treasury. 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

ECJT: Executive Committee Joint Treasury

Q: Question

**Wednesday August 14th, 2024, 15:00 ET**

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

1. **Call to order**: Meeting called to order at 15:02 ET
* **Chair**: Dorothy Stanley
* **Recording Secretary**: Ben Rolfe acting on behalf of 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/24/ec-24-0194-01-WCSG-2024-08-14-wireless-chairs-sc-meeting-agenda.docx>
* **Move to approve the agenda:**
	+ Moved: Clint Powell, 2nd: Tuncer Bykas
	+ No objection to approving by unanimous consent.
1. **Announcements**

Information item: Reminder of the discussion related to the inconsistency in the 802/802 WCSC rules for designation of the WCSC chair. Changes to resolve this are proposed and pending LMSC approval, see document [ec-24-0154r4](https://mentor.ieee.org/802-ec/dcn/24/ec-24-0154-04-00EC-july-2024-rules-meeting.pdf), slide 16. Expect to be discussed at a future EC meeting.

Other announcements: none.

1. **Minutes and Actions**
* **Consider actions from the previous WCSC meeting July 14th, 2024:**
	+ None.
* **Move to approve the minutes for July 14th, 2024:**
* <https://mentor.ieee.org/802-ec/dcn/24/ec-24-0170-01-WCSG-minutes-july-14-2024.docx>
	+ Moved: Ben Rolfe, 2nd: Robert Stacey
	+ No discussion
	+ No objection to approving by unanimous consent.
1. **IEEE publicity – Tuncer Baykas**
* Status update on IEEE 802 publicity efforts.
* The upcoming IEEE Conference on Standards for Communications and Networking is sponsored by the IEEE Communications Society at the end of November in Belgrade, Serbia, see <https://cscn2024.ieee-cscn.org/authors/call-papers> . Submission deadlines are in September. This is an opportunity to present on standards under development in the 802 wireless groups.
* The IEEE 802 LinkedIn page has over 15K followers, see <https://www.linkedin.com/company/ieee802> .
* Please contact Tuncer if you have a suggestion for items to be highlighted on the LinkedIn page.
* No questions or discussion.
1. **IEEE 802.24**
	* Presented by Tim Godfrey.
	* The group is working on the ongoing whitepapers, a teleconference is planned for early next week.
	* No questions.
2. **IEEE 802.19**
* Presented by Tuncer Baykas.
	+ Reminder of the call for contributions for the P802.19.3a standard under development.
	+ No questions.
1. **IEEE 802.18**
* Presented by Edward Au.
* Preparation of responses to multiple consultations is in progress.
* Repeats call for agenda items for September.
* No questions.
1. **IEEE 802.15**
	* Presented by Clint Powell.
	* Will be requesting LMSC approval on the LMSC September teleconference for forwarding P802.16t to SA ballot.
	* An 802.15 WG Letter Ballot with the corrected motion is in progress.
	* Update on the voter tool – one last bug being evaluated and fixed. Expect that the tool will be ready for general use in September. The remaining item adds the statistics for LB participation. The attendance component has been working for a year.
	* No questions.
2. **IEEE 802.11**
	* Presented by Robert Stacey
	* Multiple projects are finishing and being submitted to RevCom: P802.11REVme, P802.11be, P802.11bh, and one project, P802.11bq (Integrated Millimeter Wave) is on the December NesCom agenda.
	* No questions.
3. **Future Interim Meetings**
* Jon Rosdahl presented the venue manager’s report:
* <https://mentor.ieee.org/802-ec/dcn/24/ec-24-0006-09-WCSG-ieee-802wcsc-meeting-venue-manager-report-2024.pptx> .
* Includes September 2024 (Waikoloa) interim update, overview of plenary venues, venue contracts and upcoming meetings. Status of wireless interim contracts is also included.
* **September 2024**: The hotel room block is full and has been expanded, which covered the waitlist. 264 w/rooms, 281 registered in person, 224 virtual, 508 total. Reminder for WG chairs to check room assignments and each WG schedule for September, send any required corrections to Jon.
* **January 2025 Kobe:** Some differences in contracting with conference center were identified and are being worked out.
* **May 2025 meeting:** The Warsaw venue affiliation has changed, will no longer be a Marriot. The hotel intends to keep running under a different affiliation, so expecting this to work out. Do not have a contract yet. MTG Events and Jon are looking for other backup venues just in case. Expect to have more info and backups to present in the September WCSC meeting. Several hotel chains have expressed interest, the meeting planner is confident that they will identify good options for backup consideration in September. Looking for another European venue.
* **Q:** The Japanese Data Society Alliance (DSA) would like to have a workshop before the Kobe (January 2025) meeting, expenses paid by the DSA. Asking for speaker participation from the 802 wireless groups. What needs to be done?
	+ **A**: Jon will help with the call for speakers.
	+ Propose to hold the workshop on January 11, 2025 (Saturday before the interim session). Details from Hiroshi Mano:
		- Japan Data Society Alliance
		- Japanese Volunteer Committee would like to have a workshop to encourage the Japanese young generation as follows:
			* Date: 2025/01/11 Saturday (day before the interim)
			* Attendance: 100 persons maximum
		- Program:
			* Opening remarks
			* Introduction of WG
			* Tutorial to join 802
			* Networking dinner
	+ Request to Wireless Chairs Standing Committee:
		- Provide a special discount rate meeting fee for Kobe interim
		- Student rate may be applicable
	+ Japanese Volunteer Committee will cover all the expenses for this workshop
* **2026 January Victoria BC, Canada venue:** Contract details are being worked out.
* Other: Site visits are being planned for Antwerp (May 2026); finished for Irvine (January 2027), contract almost done. Auckland (May 2027) site visit next year, contract after; Panama (January 2028) to be planned.

1. **Treasurers’ Report**
* Currently migrating to IEEE NextGen banking system. Some issues generating reports.
* Reminder to chairs: Check deadbeat list for TG attendance.
* Note that for Kobe there is no “meeting hotel” (room block) so no discount for staying at a meeting hotel; however, the hotel rates are very reasonable.
* When a WG chair waives the fee for invited guest for a specific meeting, the chair needs to inform the meeting planners or Jon to ensure that the meeting planners are aware that no meeting fee needs to be collected. The list of people for whom a WG/TAG chair waived fees must be recorded in the WG/TAG minutes and be in the opening report (LMSC requirement, see the last paragraph of section 5 in <https://mentor.ieee.org/802-ec/dcn/17/ec-17-0090-26-0PNP-ieee-802-lmsc-operations-manual.pdf> ).
* No questions.

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1. **AoB**
* **WCSC Meetings**
* The dates of the next WCSC meetings are:
	+ 2024-09-08 – Sunday 4PM HAST, in Waikoloa, 1.5 hours
	+ 2024-10-09 – Wednesday, 3PM Eastern 2 hours – if needed.
	+ 2024-11-10 – Sunday 4PM in Vancouver 1.5 hours
1. **Adjourn**
* No objection to adjourning.
* Adjourned at 16:04 ET.

**Annex A: Attendance & Affiliation**

| **Name** | **Affiliation** |
| --- | --- |
| Archer, Sara | MTG Events |
| Au, Kwok Shum | Huawei Technologies Co., Ltd |
| Bahn, Christy | IEEE STAFF |
| Baykas, Tuncer | Ofinno |
| BEECHER, PHILIP E | Wi-SUN Alliance |
| Godfrey, Tim | Electric Power Research Institute, Inc. (EPRI) |
| Krieger, Ann | US Department of Defense |
| Levy, Joseph | InterDigital, Inc. |
| Mano, Hiroshi | Koden Techno Info K.K. |
| Patwardhan, Gaurav | Hewlett Packard Enterprise |
| Petrick, Albert | Skyworks Solutions Inc. |
| Powell, Clinton | Facebook |
| Rolfe, Benjamin | Blind Creek Associates |
| Rosdahl, Jon | Qualcomm Incorporated |
| Shellhammer, Stephen | Qualcomm Incorporated |
| Slykhouse, Dawn | Face To Face Events |
| Stacey, Robert | Intel |
| Stanley, Dorothy | Hewlett Packard Enterprise |
| Yee, Peter | NSA-CSD |
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