**IEEE P802.15**

 **Wireless Personal Area Networks**

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| Project | IEEE P802.15 Working Group for Wireless Personal Area Networks (WPANs) |
| Title | **IEEE 802.15.4p Task Group Meeting Minutes** |
| Date Submitted | [25 March 2013] |
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| Re: | [If this is a proposed revision, cite the original document.][If this is a response to a Call for Contributions, cite the name and date of the Call for Contributions to which this document responds, as well as the relevant item number in the Call for Contributions.][Note: Contributions that are not responsive to this section of the template, and contributions which do not address the topic under which they are submitted, may be refused or consigned to the “General Contributions” area.] |
| Abstract | Meeting minutes for the Vancouver Interim. |
| Purpose | [Description of what the author wants P802.15 to do with the information in the document.] |
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Minutes for IEEE 802.15.4p Task Group

March Plenary Meeting

17-21 March 2013

Jon Adams, chair and secretary

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| **1** | **Tuesday PM1 - Agenda/Objectives/Minutes/Recap activities** |
| **2** | **Tuesday PM2 - Draft Work** |
| **3** | **Wednesday AM1 - Draft work** |
| **4** | **Thursday PM1 - Draft work** |
| **5** | **Thursday PM2 - Approve Draft, Schedule, Next Steps** |

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| **1** | **Tuesday PM1- Agenda/Objectives/Minutes/Recap activities** |
| 1.1 | OPEN | Adams | 5 | 1:30 PM |
| 1.2 | Discuss Meeting Objectives/Opening Report and Agenda | Adams | 20 | 1:35 PM |
| 1.3 | Approval of Agenda | Adams | 10 | 1:55 PM |
| 1.4 | Read IEEE-SA Stds. Board Bylaws on Patents in Std's. & Guidelines | Adams | 5 | 2:05 PM |
| 1.5 | Approval of Vancouver Minutes | Adams | 5 | 2:10 PM |
| 1.6 | Review of Technical Guidance Document | All | 75 | 2:15 PM |
| 1.7 | Recess | Adams | 0 | 3:30 PM |

Item 1.1: Meeting called to order.

Item 1.2: Document 15-12-0185-01-004p Task Group Opening Report

Item 1.3: Motion to approve agenda (15-13-0156-00-004p) as published: R Moskowitz (Verizon) motioned, T Kivinen (Inside Secure) seconded, approved unanimously.

Item 1.4: Went through P&P and Patent slides. No objections or raised hands noted.

Item 1.5: Motion to approve meeting minutes (15-13-0184-00-0ptc) from Vancouver. T Kivinen (Inside Secure) moved, R Moskowitz (Verizon) seconded, approved unanimously.

Item 1.6: Meeting recessed.

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| **2** | **Tuesday PM2 – Contribution Combining** |
| 2.1 | OPEN | Adams | 5 | 4:00 PM |
| 2.2 | Text Editing | All | 115 | 4:05 PM |
| 2.3 | Recess | Adams | 0 | 6:00 PM |

Item 2.1: In-session.

Item 2.2: Editing session.

Item 2.3: Recess.

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| **3** | **Wednesday AM1 - Contribution Combining** |  |  |  |
| 3.1 | OPEN | Adams | 5 | 8:00 AM |
| 3.2 | Text Drafting | TBD | 115 | 8:05 AM |
| 3.3 | Recess | Adams | 0 | 10:00 AM |

Item 3.1: Open.

Item 3.2: Editing session.

Item 3.3: Recess.

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| **4** | **Thursday PM1 - Contribution Combining** |  |  |  |
| 4.1 | OPEN | Adams | 5 | 1:30 PM |
| 4.2 | Text Drafting | All | 115 | 1:35 PM |
| 4.3 | Adjourn | Adams | 0 | 3:30 PM |

Item 4.1: Open.

Item 4.2: Drafting Session.

Item 4.3: Recess.

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| **5** | **Thursday PM2 – Final Text Drafting, Vote on Combined Draft, Schedule, Next Steps** |  |  |  |
| 5.1 | OPEN | Adams | 5 | 1:30 PM |
| 5.2 | Text Drafting | All | 100 | 3:10 PM |
| 5.3 | Vote to approve combined contribution as draft | Adams | 5 | 3:15 PM |
| 5.4 | Schedule and Next Steps | Adams | 10 | 3:20 PM |
| 5.5 | Adjourn | Adams | 0 | 3:30 PM |

Item 5.1: Open.

Item 5.2: Complete final contribution combining.

Item 5.3: Vote to approve combined contribution as official draft for letter ballot.

* Move to establish an approved draft, pending completion and inclusion of edits to 15-13-0097-04 in accordance with document 15-13-0217-02, as document d1P802-15-4p\_Draft\_Standard.pdf
* Moved: John Notor (Notor Research)
* Seconded: Liang Li (Vinnotech)
* Y/N/A: 5/0/0

Item 5.4: Chair asked if there were any other informative presentations. None heard. Chair then began discussion of next steps, future schedule, and drafting of closing report (15-13-0063-00-004p).

Next face to face meeting is in Waikoloa HI (USA), in May. Weekly call schedule will continue Wednesday mornings at 0800 US Pacific time. Meeting notice will be sent out soon.

Item 5.5: Adjourn