**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 | [16 May 2013] | |
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| Abstract | Meeting minutes for the May 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

May Interim Meeting

13-16 May 2013

Jon Adams, chair and secretary

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| **1** | **Monday AM2 - Agenda/Objectives/Minutes/Recap activities/Comment Resolution** |
| **2** | **Tuesday PM1 – Comment Resolution** |
| **3** | **Wednesday PM1 – Comment Resolution** |
| **4** | **Wednesday PM2 – Comment Resolution** |
| **5** | **Thursday AM1 – Comment Resolution** |
| **6** | **Thursday AM2 – Comment Resolution, BRC, Schedule, Next Steps** |

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| **1** | **Monday AM2 - Agenda/Objectives/Minutes/Recap activities/Comment Resolution** | | | |
| 1.1 | OPEN | Adams | 5 | 10:30 AM |
| 1.2 | Discuss Meeting Objectives/Opening Report and Agenda | Adams | 20 | 10:35 AM |
| 1.3 | Approval of Agenda | Adams | 10 | 10:55 AM |
| 1.4 | Read IEEE-SA Stds. Board Bylaws on Patents in Std's. & Guidelines | Adams | 5 | 11:05 AM |
| 1.5 | Approval of Orlando Minutes | Adams | 5 | 11:10 AM |
| 1.6 | Comment Resolution | All | 75 | 11:15 AM |
| 1.7 | Recess | Adams | 0 | 12:30 PM |

Item 1.1: Meeting called to order.

Item 1.2: Document 15-12-0237-00-004p Task Group Opening Report

Item 1.3: Motion to approve agenda (15-13-0290-01-004p) as published: E Callaway (Sunrise Micro) moved, T Kivinen (InsideSecure) 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 (15-13-0237-00-004p) from Orlando. T Kivinen (InsideSecure) moved, E Callaway (Sunrise Micro) seconded, approved unanimously.

Item 1.6: Resolving comments.

Group decided to add one more session this week for comment resolution. Found that there is a time available on Tu PM1. Received approval from Heile. Group will meet on Tu PM2 in Queens VI.

Item 1.7: Meeting recessed.

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| **2** | **Tuesday PM1 – Comment Resolution** | | | |
| 2.1 | OPEN | Adams | 5 | 1:30 PM |
| 2.2 | Comment Resolution | All | 115 | 1:35 PM |
| 2.3 | Recess | Adams | 0 | 3:30 PM |

Item 2.1: In-session.

Item 2.2: Comment Resolution

Item 2.3: Recess.

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| **3** | **Wednesday PM1 - Comment Resolution** |  |  |  |
| 3.1 | OPEN | Adams | 5 | 1:30 PM |
| 3.2 | Comment Resolution | TBD | 115 | 1:35 PM |
| 3.3 | Recess | Adams | 0 | 3:30 PM |

Item 3.1: Open.

Item 3.2: Editing session.

Item 3.3: Recess.

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| **4** | **Wednesday PM2 - Comment Resolution** |  |  |  |
| 4.1 | OPEN | Adams | 5 | 4:00 PM |
| 4.2 | Comment Resolution | TBD | 115 | 4:05 PM |
| 4.3 | Recess | Adams | 0 | 6:00 PM |

Item 4.1: Open.

Item 4.2: Editing session.

Item 4.3: Recess.

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| **5** | **Thursday AM1 – Comment Resolution** |  |  |  |
| 5.1 | OPEN | Adams | 5 | 8:00 AM |
| 5.2 | Comment Resolution | All | 115 | 8:05 AM |
| 5.3 | Recess | Adams | 0 | 10:00 AM |

Item 4.1: Open.

Item 4.2: Comment resolution.

Item 4.3: Recess.

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| **6** | **Thursday AM2 – Comment Resolution, Ballot Resolution Committee, Schedule, Next Steps** |  |  |  |
| 6.1 | OPEN | Adams | 5 | 10:30 AM |
| 6.2 | Comment resolution | All | 105 | 10:35 AM |
| 6.3 | Ballot Resolution Committee formation | Adams | 5 | 12:20 PM |
| 6.4 | Schedule and Next Steps | Adams | 5 | 12:25 PM |
| 6.5 | Adjourn | Adams | 0 | 12:30 PM |

Item 6.1: Open.

Item 6.2: Comment resolution completed and document 15-13-0283-04 posted to Mentor.

Item 6.3: Motion was made to form a ballot resolution committee. Moved B Rolfe (Blind Creek), seconded M Brown (MB Brown Consulting). Unanimous approval.

Group discussed BRC meeting schedule. Was decided that group will end the weekly 15.4p group call, and replace it with BRC call every Wednesday at 0900 US Pacific / 1700 CET, with the first one on 29 May. Notice will be sent out of same by chair. Adams proposed as chair of BRC, with membership consisting of B Rolfe, M-D Chang, M Brown, J Adams, D Eggert.

Item 6.4: Chair asked if there were any items to be discussed. None heard. Chair then began discussion of next steps, future schedule, and drafting of closing report (15-13-0327-00-004p).

Next face to face meeting is in Geneva Switzerland, in July.

Chair indicated that he would take motion for BRC formation to the 802.15 WG closing session for WG approval, as well as ask 802.15 chair to start the Sponsor Ballot pool process for 15.4p.

Item 6.5: Adjourn