**IEEE P802.15**

**Wireless Personal Area Networks**

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| Project | IEEE P802.15 Working Group for Wireless Personal Area Networks (WPANs) |
| Title | TG4s September 2014 Meeting Minutes |
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| Re: | [] |
| Abstract | [Minutes of the TG4s September 2014 meeting] |
| Purpose | [Report progress to WG] |
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**IEEE 802.15 WPAN MEETING**

**September 2014**

**Minutes of the TG4s**

Chair: Shoichi Kitazawa

Secretary (acting): Masayuki Ariyoshi (recorder)

**Tuesday 16 September 2014, AM2**

# Opening Business

The meeting was called to order at 10:30 by the acting chair Kitazawa, as this is the very first meeting of TG4s.

The chair pointed out the agenda of TG4s September 2014 meeting (15-14-0515-01). The agenda was approved by unanimous consent.

The chair presented TG4s opening information for September 2014 meeting (15-14-0550-00):

* Registration of the attendance was recalled;
* The patent policy and for notification of essential patents was recalled, and there were no responses;
* The schedule of TG4s sessions and discussion items for the week were shown.

The chair pointed out SG SRU July 2014 meeting minutes (15-14-0488-01). There were no comments. The minutes were approved by unanimous consent.

# Task Group Formation

Bob Heile, Chair of IEEE 802.15 WG, appointed Shoichi Kitazawa as Chair of TG4s. The appointment needs to be officially approved by the WG (during the mid-week plenary on Wednesday 17th).

Other officers positions, Vice Chair, Secretary, and Technical Editor, were vacant at this time.

# Timeline

The chair revisited the planned timeline for TG4s (15-14-0559-00). A comment was given from the floor that milestones should be noted so that the TG check whether or not the work progress on track. It was agreed that the material would be revised.

# Presentation #1

Pat Kinney presented a brief overview of ISA100.20 Common Network Management (15-14-0552-00), as it may be related to TG4s. It was understood that the information was a good reference for TG4s.

The meeting was recessed at 11:30.

**Tuesday 16 September 2014, PM2**

The meeting was reopened at 16:15.

# On the Press Release

The TG discussed a possible press release on starting the new TG4s. Although it is not mandatory, but the press release with this timing is good for promoting the TG activities. Since issuing the press release needs to be approved by the EC, it could be after November meeting at the earliest. It was agreed that the Chair would make a draft text for the press release.

# Technical Guidance Document

The TG reviewed the latest working draft for TG4s Technical Guidance Document (15-14-0555-00) which was created during the SG SRU phase. The working draft was updated considering the specified scope and purpose in the TG4s, as 15-14-0555-02. Some action points to be carried forward are as follows:

* The definition of “spectrum resource” in the TG4s needs to be clarified;
* General requirements should be elaborated based on the Figure 1;
* In the section on use case, a network management model should be described for controlling interference among several radio systems being coexisted.

The meeting was recessed at 17:52.

**Tuesday 17 September 2014, PM1**

The meeting was reopened at 13:34.

The agenda was revised as rev2.

# Call for Contributions

The chair prepared and presented a call for contributions to TG4s (15-14-0570-00). Ariyoshi (ATR) moved to approve the call for contributions (15-14-0570-00) to be spread. Takai (STE) seconded. There were no objections, and no abstentions. The motion passed unanimously.

The meeting was recessed at 14:35.

**Tuesday 17 September 2014, PM2**

The meeting was reopened at 16:00.

# Presentation #2

Pen Shao (NCOS) gave a presentation on WLAN Frame Collision Information (15-14-0585-00). The presentation was originally intended for contributing 11ax, but the basic issues on frame collision detection seemed to be common for the TG4s.

# Next Steps

It is announced by the chair that three sessions will be held during San Antonio meeting in November.

# Other Businesses

The TG web page needs to be updated based on the one for former SG SRU.

The chair declared that the TG will not hold teleconferences before November meeting.

The meeting adjourned at 17:30.