**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 Teleconference Minutes for February 2015** |
| Date Submitted | [3 February, 2015] |
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| Re: |  |
| Abstract | [Meeting note of TG4s teleconference held on February 2015] |
| Purpose | [Meeting Minutes] |
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**IEEE 802.15 TG4s Teleconference**

**Monday 2nd February, 2015**

**Chair: Shoichi Kitazawa**

The TG4s chair called the meeting to order at 20:05ET (10:05JST).

There were 5 attendees. Attendees are listed below.

The chair presented TG4s Teleconference Opening Information for February 2015 (15-15-0117r0) and pointed out patent policy and other guidelines (Slide3-6).

The chair presented agenda for February 2nd (Slide7). The agenda approved by unanimous consent.

The chair presented the latest draft of the TG4s Technical Guidance Document (TGD). The group discussed contents of the TGD and agreed with the following modifications.

* Title of Chapter 4 is changed to “General descriptions”.
* The meaning of SRMM should be described in Chapter 4.
* The use cases are moved to sub-clause in Chapter 4.

Action Items

* The chair will prepare the modified TGD according to the discussion.
* Yokota will consider about use cases and metrics.
* Iwaoka will prepare contributions regarding information on other standards status.

The chair announces that the next teleconference will be held on February 16th at 20:00ET.

20:45 ET: The chair adjourns the teleconference.

**Attendees**

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|  | **Name**  | **Affiliation**  |
| 1  | Mitsuru Iwaoka | Yokogawa Electric |
| 2  | Hidetoshi Yokota | Landis+Gyr Japan |
| 3 | Mineo Takai | Space-Time Engineering |
| 4 | Masayuki Ariyoshi | ATR |
| 5 | Shoichi Kitazawa | ATR |

**Contributions**

* + TG4s Opening Information for January 2015 (15-15-026r2)