**IEEE P802.15**

**Wireless Personal Area Networks**

|  |  |
| --- | --- |
| Project | IEEE P802.15 Working Group for Wireless Personal Area Networks (WPANs) |
| Title |  |
| Date Submitted | [3 February, 2015] |
| Source | [][][Kyoto Japan] | Voice: [+81-774-95-1565 ]Fax: [ ]E-mail: [kitazawa@atr.jp] |
| Re: |  |
| Abstract | [Meeting note of TG4s teleconference held on February 2015] |
| Purpose | [Meeting Minutes] |
| Notice | This document has been prepared to assist the IEEE P802.15. 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. |
| Release | The contributor acknowledges and accepts that this contribution becomes the property of IEEE and may be made publicly available by P802.15. |

**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**

|  |  |  |
| --- | --- | --- |
|  | **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 Teleconference Opening Information for February 2015 (15-15-117r0)

**IEEE 802.15 TG4s Teleconference**

**Monday 16th February, 2015**

**Chair: Shoichi Kitazawa**

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

There were 4 attendees. Attendees are listed below.

The chair presented TG4s Teleconference Opening Information for February 2015 (15-15-0117r1) and pointed out patent policy and other guidelines (Slide3-6).

The chair presented agenda for February 16th (Slide8). The agenda approved by unanimous consent.

The chair presented the latest draft of the TG4s Technical Guidance Document (TGD). The group reviewed and discussed contents of the TGD.

The group confirm following items.

* The chair will continue to update the TGD for the March meeting.
* Iwaoka will prepare contributions regarding information on other standards status for the March meeting.
* Takai will make contact with the Dr. Yamaguchi (Osaka Univ.) for submitting a contribution to TG4s on March meeting.

The chair presented 802.15 Graphic Agenda and proposed TG4s agenda for the March meeting.

* The chair send a “Call for contributions” to the reflector as a reminder.

20:30 ET(10:30 JST): The chair adjourns the teleconference.

**Attendees**

|  |  |  |
| --- | --- | --- |
|  | **Name**  | **Affiliation**  |
| 1  | Mitsuru Iwaoka | Yokogawa Electric |
| 2  | Mineo Takai | Space-Time Engineering |
| 3 | Masayuki Ariyoshi | ATR |
| 4 | Shoichi Kitazawa | ATR |

**Contributions**

* + TG4s Teleconference Opening Information for February 2015 (15-15-117r1)
	+ TG4s Technical Guidance Document (15-14-555r3)