**IEEE P802.15**

**Wireless Personal Area Networks**

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| Project | IEEE P802.15 Working Group for Wireless Personal Area Networks (WPANs) |
| Title |  |
| Date Submitted | [11 May, 2015] |
| Source | [][][Kyoto Japan] | Voice: [+81-774-95-1565 ]Fax: [ ]E-mail: [kitazawa@atr.jp] |
| Re: |  |
| Abstract | [Meeting note of TG4s teleconference held on April and May 2015, before May F2F Meeting] |
| Purpose | [Meeting Minutes] |
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**IEEE 802.15 TG4s Teleconference**

**Wednesday 21st April, 2015**

**Chair: Shoichi Kitazawa**

The TG4s chair called the meeting to order at 21:06ET (10:06JST).

There were 4 attendees. Attendees are listed below.

The chair presented TG4s Teleconference Opening Information for April and May 2015 (15-15-309r0) and pointed out patent policy and other guidelines (Slide3-6).

The chair presented the agenda for April 21st (Slide8). The agenda approved by unanimous consent.

The chair presented the TG4s May meeting agenda. There is tree meeting slot during the week. The main purpose of the week is to continue to update Technical Guidance Document (TGD) and start discussing the Draft document.

The chair presented the latest version of the TG4s Technical Guidance Document (15-14-555r4) and Spectrum Resource Measurement and Management requirement table (15-15-089r1). The group reviewed those documents.

Hidetoshi Yokota presented “802.11k measurement”. The IEEE 802.11k has 9 items of Request/report measurements and one request only and one report only.

Shoichi Kitazawa presented “Memo of the 802.11k”. This document is similar to the “802.11k measurement”.

Action Items

* The chair will prepare the update TGD and Draft document.

The chair announces that the next teleconference will be held on May 6, 21:00ET.

21:40 ET: The chair recess the meeting until May 6 meeting.

**Attendees**

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|  | **Name**  | **Affiliation**  |
| 1  | Peng Shao | NCOS |
| 2  | Hidetoshi Yokota | Landis+Gyr Japan |
| 3 | Shusaku Shimada | Schubiquist Technologies Guild |
| 4 | Shoichi Kitazawa | ATR |

**Contributions**

* + TG4s Teleconference Opening Information for April and May 2015 (15-15-309r0)
	+ TG4s Technical Guidance Document (15-14-555r4)
	+ Spectrum Resource Measurement and Management requirement table (15-15-089r1)

The May 6, 21:00ET teleconference was canceled due to lack of the attendee.