**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 | [16 May, 2016] |
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| Re: |  |
| Abstract | [Meeting notes of TG4s teleconference for May F2F Meeting.] |
| Purpose | [Meeting Minutes] |
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**IEEE 802.15 TG4s Teleconference**

**Tuesday 5th April, 2016**

**Chair: Shoichi Kitazawa**

The TG4s chair called the meeting to order at 21:00ET (10:00JST).

There were 3 attendees. Attendees are listed below.

The chair presented TG4s Teleconference Opening Information for May 2016 (15-16-0330-00) and pointed out patent policy and other guidelines (Slide3-6).

The chair presented the agenda.

* Call for essential patents and policies & procedures reminder
* Review revised version of Technical Guidance Document
* Draft document
* AOB

The agenda approved by unanimous consent.

**Update of TGD and Draft documents**

The group reviewed the revised TG4s Technical Guidance Document based on the outcome in the last meeting, where SRM MAC Primitives were proposed and agreed upon, and discussed the discussion points for May meeting.

The chair adjourned the meeting at 21:59ET (10:59JST).

**Attendees**

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

**Contributions**

* + TG4s Teleconference Opening Information for May 2016 (15-16-0330-00)
	+ TG4s Technical Guidance Document (15-14-0555-13)

**IEEE 802.15 TG4s Teleconference**

**Tuesday 12th April, 2016**

**Chair: Shoichi Kitazawa**

The TG4s chair called the meeting to order at 21:00ET (10:00JST).

There were 3 attendees. Attendees are listed below.

The chair presented TG4s Teleconference Opening Information for May 2016 (15-16-0330-00) and pointed out patent policy and other guidelines (Slide3-6).

The chair presented the agenda.

* Call for essential patents and policies & procedures reminder
* Review revised version of Technical Guidance Document
* Draft document
* AOB

The agenda approved by unanimous consent.

**Update of TGD and Draft documents**

The group reviewed the updated Draft document based on the revised Technical Guidance Document in the last meeting and confirmed the discussion points for May meeting.

**Plan for May meeting**

The chair proposed the meeting date plan in May meeting, which was acknowledged by the group.

The chair adjourned the meeting at 21:50ET (10:50JST).

**Attendees**

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

**Contributions**

* + TG4s Teleconference Opening Information for May 2016 (15-16-0330-00)

**IEEE 802.15 TG4s Teleconference**

**Tuesday 26th April, 2016**

**Chair: Shoichi Kitazawa**

The TG4s chair called the meeting to order at 21:00ET (10:00JST).

There were 3 attendees. Attendees are listed below.

The chair presented TG4s Teleconference Opening Information for May 2016 (15-16-0330-00) and pointed out patent policy and other guidelines (Slide3-6).

The chair presented the agenda.

* Call for essential patents and policies & procedures reminder
* Review revised version of Technical Guidance Document
* Review revised version of Draft document
* Plan for May meeting
* AOB

The agenda approved by unanimous consent.

**Update of Draft documents**

The group reviewed the updated Draft document, which was adjusted to the latest IEEE802.15.4 document and confirmed the discussion points for May meeting (e.g., consistence in terminology).

**Plan for May meeting**

The chair presented the TG4s May meeting agenda (15-16-343-00). There are three meeting slots during the week as planned.

The meeting objectives are:

* Revision of TGD based on the outcome of the last meeting.
* Update of Draft document according to the revised TGD.
* Start comment collection.

The chair adjourned the meeting at 21:50ET (10:50JST).

**Attendees**

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

**Contributions**

* + TG4s Teleconference Opening Information for May 2016 (15-16-0330-00)
	+ TG4s May 2016 Agenda (15-16-343-00)

**IEEE 802.15 TG4s Teleconference**

**Tuesday 10th May, 2016**

**Chair: Shoichi Kitazawa**

The TG4s chair called the meeting to order at 21:00ET (10:00JST).

There were 3 attendees. Attendees are listed below.

The chair presented TG4s Teleconference Opening Information for May 2016 (15-16-0330-00) and pointed out patent policy and other guidelines (Slide3-6).

The chair presented the agenda.

* Call for essential patents and policies & procedures reminder
* Review revised version of Technical Guidance Document
* Review revised version of Draft document
* Plan for May meeting
* AOB

The agenda approved by unanimous consent.

**Update of TGD and Draft documents**

The group continued to review the revised Draft document bas and discussed the discussion points for May meeting (e.g., the description of PIB attributes for TPC).

The chair adjourned the meeting at 21:45ET (10:45JST).

**Attendees**

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

**Contributions**

* + TG4s Teleconference Opening Information for May 2016 (15-16-330-00)
	+ TG4s Technical Guidance Document (15-14-0555-13)