**IEEE P802.15**

**Wireless Personal Area Networks**

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| Project | IEEE P802.15 Working Group for Wireless Personal Area Networks (WPANs) | |
| Title | 802.15 TG4t (HR) Minutes for May 2016 Mtg. | |
| Date Submitted | [19 May, 2016] | |
| Source | [Clint Powell] [PWC, LLC] | Voice: [+1-480-586-8457] Fax: [ ] E-mail: [cpowell@ieee.org] |
| Re: | [TG4t (HR) meeting minutes.] | |
| Abstract | TG4t (HR) minutes from the May Waikoloa Mtg. | |
| Purpose | [TG4t (HR) meeting minutes.] | |
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**Minutes for IEEE 802.15 TG4t (HR)**

**Waikoloa Meeting**

**15-19 May, 2016**

**Chair - Clint Powell**

**Technical Editor - Monique Brown**

**Tuesday AM1 (May 17)**

Chair called the meeting to order at 8:05am.

**Patent Policy and call for Essential Patents**

Chair called the group’s attention to the IEEE patent policy and made a call for notification of essential patents. There were no responses.

**Opening Report (doc# 15-16-0387-00)**

Meeting Objectives

* Recap March 802.15 Plenary and Current Status
* Agenda and Mins. Approval
* Review PAR and CSD
* Results of Informal Review
* Results of 802.15.4 Expert Panel Review
* Results of 802.15 Technical Editor Review
* Comment Resolution

**Review and Approval of Agenda (doc# 15-16-0344-00)**

The order of presentations is adjusted for the week. Doc 344r1 is the modified agenda.

Motion to approve the agenda: (doc# 15-16-0344-01)

Moved: Paul Gorday Second: Henk De Ruijter

There was no discussion and no objections therefore the motion passed and the agenda was approved unanimously.

**Approval of Prior Mtg. Minutes (doc# 15-16-0298-00)**

Motion to approve the March meeting minutes: (doc# 15-16-0298-00)

Moved: Henk De Ruijter Second: Paul Gorday

There was no discussion and no objections therefore the motion passed and the minutes were approved unanimously.

**PAR and CSD**

The Chair reviewed the PAR and CSD and asked if there were any questions. None were raised.

**Summary of Reviews**

No comments were received from the Informal 802.15 WG review.

Comments were received from the 802.15 WG Tech. Editor, and the 802.15.4 Expert Panel via. the 802.15 WG Tech. Editor. All comments were addressed on the conference calls leading up to the May meeting.

**Review and Comment Resolution**

The TG went through the document making changes to the draft. A revision was posted to the private site after the session.

**AOB**

NTR

The Task Group went into recess at 10:00am until the Tuesday PM2 session.

**Tuesday PM2 (May 17)**

Chair called the meeting to order at 4:05pm.

Discussion and questions on the proposal continued from the prior session.

**Review and Comment Resolution**

The TG reviewed the revised draft and went through the document making changes to the draft. A revision was posted to the private site after the session.

**AOB**

NTR

The Task Group went into recess at 6:15pm until the Thurs. PM1 session.

**Thursday PM1 (May 19)**

Chair called the meeting to order at 1:35pm.

**Timeline / Next Steps**

The Chair reviewed the timeline, shown in the closing report - doc. # 15-16-0387-01, and then reviewed the general process from the Interest Group through publication phases. The next phase, Letter Balloting, was reviewed in detail.

**Review and Comment Resolution**

The TG reviewed the revised draft and went through the document making changes to the draft. A revision was posted to the private site after the session.

**Coexistence Assurance Document Review**

The TG reviewed the draft Coexistence Assurance Document for 802.15.4t (doc. # 15-16-0408-01) and went through the document making changes to the draft. A revision (r01) was posted after the session.

**Motion to form a TG4t BRC.**

*TG4t requests that 802.15 WG approve the formation of a Ballot Resolution Committee (BRC) for the WG balloting of the P802.15.4t/D01 with the following membership:* Clint Powell, Henk de Ruijter, Monique Brown, Ed Callaway*. The 802.15 TG4t BRC is authorized to approve comment resolutions and to approve the start of recirculation ballots of P802.15.4t/D01 on behalf of the 802.15 WG. Comment resolution on recirculation ballots between sessions will be conducted via reflector email and via teleconferences announced to the reflector as per the LMSC 802 WG P&P.*

Moved: Henk de Ruijter Second: Monique Brown

Discussion: None

Objections: None

**Motion to Start Letter Ballot**

*Move that TG4t formally request that the 802.15 WG start a WG Letter Ballot requesting approval to forward document P802.15.4t/D01 to Sponsor Ballot.*

Moved: Monique Brown Second: Henk de Ruijter

Discussion: None

Objections: None

**Calls**

The next call will be on Wed., June 22nd, after the Letter Ballot closes.

**AOB**

NTR

**Adjourned**

Chair entertained a motion to adjourn.

Moved: Phil Beecher Second: Henk de Ruijter

No objections were heard.

Task Group 802.15 TG4t was adjourned at 3:13pm.