**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 | [25 July, 2016] |
| Source | [Hidetoshi Yokota][Landis&Gyr][Tokyo Japan] | Voice: [+81 3-5532-7455]E-mail: [hidetoshi.yokota@landisgyr.com] |
| Re: |  |
| Abstract | [Meeting note of TG4s teleconference held from May to July F2F Meeting.] |
| Purpose | [Meeting Minutes] |
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**IEEE 802.15 TG4s Teleconference**

**Tuesday 31st 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 the agenda.

* Call for essential patents and policies & procedures reminder
* Draft document review and revise
* AOB

The agenda approved by unanimous consent.

**Review and revise of Draft document**

The chair presented the draft document D0.1, which was updated based on the outcome of May meeting. The group reviewed the content and discussed the next steps for enhancement and refinement.

**AoB**

The next call will be on Tue., June 7th, 21:00-22:00EST.

The chair adjourned the meeting at 21:55EST (10:55JST).

**Attendees**

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

**Contributions**

* + Draft document D0.1 (in member area).

**IEEE 802.15 TG4s Teleconference**

**Tuesday 7th June, 2016**

**Chair: Shoichi Kitazawa**

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

There were 2 attendees. Attendees are listed below.

The chair presented the agenda.

* Call for essential patents and policies & procedures reminder
* Draft document review and revise
* AOB

The agenda approved by unanimous consent.

**Review and revise of Draft document**

The chair presented the updated draft document D0.1, where Section 6 MAC functional description was refined. The group reviewed the content and agreed to send it to the chair of IEEE802.15.4 for preliminary review.

**AoB**

The next call will be on Tue., June 14th, 21:00-22:00EST.

The chair adjourned the meeting at 21:55EST (10:55JST).

**Attendees**

|  |  |  |
| --- | --- | --- |
|  | **Name**  | **Affiliation**  |
| 1  | Shoichi Kitazawa | ATR |
| 2 | Hidetoshi Yokota | Landis+Gyr Japan |
|  |  |  |

**Contributions**

* + Draft document D0.1 (in member area).

**IEEE 802.15 TG4s Teleconference**

**Tuesday 14st June, 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 the agenda.

* Call for essential patents and policies & procedures reminder
* Draft document review and revise
* AOB

The agenda approved by unanimous consent.

**Review and revise of Draft document**

The chair presented the updated draft document D0.1, where Sections 6 and 8 were further refined. The group reviewed the content and discussed the next steps for enhancement and refinement.

**AoB**

The next call will be on Tue., June 28th, 21:00-22:00EST.

The chair adjourned the meeting at 21:40EST (10:40JST).

**Attendees**

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

**Contributions**

* + Draft document D0.1 (in member area).

**IEEE 802.15 TG4s Teleconference**

**Tuesday 21st June, 2016**

**Chair: Shoichi Kitazawa**

The TG4s chair called the meeting to order at 22:00ET (11:00JST).

There were 3 attendees. Attendees are listed below.

The chair presented the agenda.

* Call for essential patents and policies & procedures reminder
* Draft document review and revise
* San Diego meeting sessions
* AOB

The agenda approved by unanimous consent.

**Review and revise of Draft document**

The chair presented the draft document D0.1, which was updated based on the outcome of May meeting. The group reviewed the content and discussed the next steps for enhancement and refinement.

**AoB**

The next call will be on Tue., July 5th, 21:00-22:00EST.

The chair adjourned the meeting at 22:55EST (11:55JST).

**Attendees**

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

**Contributions**

* + Draft document D0.1 (in member area).

**IEEE 802.15 TG4s Teleconference**

**Tuesday 28th June, 2016**

**Chair: Shoichi Kitazawa**

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

There were 2 attendees. Attendees are listed below.

The chair presented the agenda.

* Call for essential patents and policies & procedures reminder
* Draft document review and revise
* San Diego meeting sessions
* AOB

The agenda approved by unanimous consent.

**Review and revise of Draft document**

The chair presented the draft document D0.2, which was updated based on the last discussion. The group reviewed the content and discussed the possible enhancement such as descriptions for SRM metric brought from IEE802.11. The chair prepared the comment collection form and consulted WG15 officer on the start of the comment collection.

**San Diego meeting sessions**

The chair presented July meeting agenda (15-16-0443-00) and the group discussed what to be accomplished and agreed to propose a motion for LB in the closing plenary.

**AoB**

The next call will be on Tue., July 5th, 21:00-22:00EST.

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

**Attendees**

|  |  |  |
| --- | --- | --- |
|  | **Name**  | **Affiliation**  |
| 1  | Shoichi Kitazawa | ATR |
| 2 | Hidetoshi Yokota | Landis+Gyr Japan |

**Contributions**

* + Draft document D0.2 (in member area).
	+ TG4s July 2016 Agenda (15-16-0443-00)

**IEEE 802.15 TG4s Teleconference**

**Tuesday 5st July, 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 the agenda.

* Call for essential patents and policies & procedures reminder
* Draft document review and revise
* San Diego meeting sessions
* AOB

The agenda approved by unanimous consent.

**Review and revise of Draft document**

The chair presented the draft document D0.2, where SRM metric and attribute tables were sorted out. The group reviewed and agreed with the content. The chair informed that TG4s started 2-week comment collection based on draft document D0.2.

**AoB**

The next call will be on Tue., July 12th, 21:00-22:00EST.

The chair adjourned the meeting at 21:55EST (10:55JST).

**Attendees**

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

**Contributions**

* + Draft document D0.2 (in member area).

**IEEE 802.15 TG4s Teleconference**

**Tuesday 12st July, 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 the agenda.

* Call for essential patents and policies & procedures reminder
* Draft document review and revise
* San Diego meeting sessions
* AOB

The agenda approved by unanimous consent.

**Review and revise of Draft document**

The chair explained the current status of the comment collection on the draft document D0.2 and the preparation for LB, in which BRC (Ballot Resolution Committee) members will need to be decided.

San Diego meeting sessions

The chair informed that a joint session with TG12 is planned in San Diego meeting.

**AoB**

The next call will be on Tue., July 19th, 21:00-22:00EST.

The chair adjourned the meeting at 21:35EST (10:35JST).

**Attendees**

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

**Contributions**

* + Draft document D0.2 (in member area).

**IEEE 802.15 TG4s Teleconference**

**Tuesday 19st July, 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 the agenda.

* Call for essential patents and policies & procedures reminder
* Draft document review and revise
* AOB

The agenda approved by unanimous consent.

**Review and revise of Draft document**

The chair explained the current status of the comment collection on the draft document D0.2. There were several comments submitted. The group reviewed the content and agreed to discuss and resolve them in San Diego meeting.

**AoB**

The next call will be after July meeting.

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

**Attendees**

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

**Contributions**

* + Draft document D0.2 (in member area).