**IEEE P802.15.16t**

**Wireless Personal Area Networks**

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| Project | **IEEE P802.15 Working Group for Wireless Personal Area Networks (WPANs)** |
| Title | **TG16t June 4, 2020 Task Group Minutes**  |
| Date Submitted | [June 4, 2020] |
| Source | [Clark Palmer][Meteorcomm][Renton, WA] | Voice: 425 232 6276Fax: [ n/a ]E-mail: [cpalmer@meteorcomm.com] |
| Re: |  |
| Abstract | [IEEE 802.15 TG16t Teleconference June 4, 2020 Task Group Minutes.] |
| Purpose | [Report progress to WG] |
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IEEE 802.15.16t April 30, 2020 Task Group Minutes

Meeting started at 11:00 AM EDT on Thursday June 4, 2020.

Meeting was chaired by Tim Godfrey (EPRI).

Meeting presentation was shared by Tim Godfrey, Document 802.15-20-0146-r1

Attendees were as follows:

* Nathan Clanney, Siemens Mobility
* Bob Finch, Select Spectrum
* Tim Godfrey, EPRI
* Juha Juntunen, Meteorcomm Inc
* Kathy Nelson, Ondas
* Alessandra Rocha, WiMAX Forum
* Guy Simpson, Ondas
* Rick Smith, Chevron
* Clark Palmer, Meteorcomm
* Klaus Bender UTC
* Daoud Serang, CML Microcircuits
* Zachary Thompson, Select Spectrum

Clark Palmer volunteered to be secretary for the meeting.

Tim reviewed the agenda and it was approved by unanimous consent.

Tim reviewed the minutes and IEEE policies.

Patent and Copyright Policies were read and conveyed.

No potential patents were submitted.

Bob Finch requested that Rick Smith and Zach Thompson present 802.15-20-055r3 (Frequency Band Layout) due to Rick Smith and Zach Thompson being the creators of 802.15-20-055r3. The document represents the consolidation of two separate lists. Rick and Zach will update the document prior and upload a revised document prior to the next meeting. In addition, it was agreed by the workgroup that 802.15.20-0558 will become the master document for all frequency and resource information moving forward.

Based on a question if a process was preferred for gathering overall requirements, Tim explained that a systems requirement document (SRD) will be the plan of record to define overall requirements. Tim explained the preferred approach to the creation of the SRD by using a skeleton outline from the 802.16s initiative. Tim volunteered to create the outline, based on the 802.16s SRD, and upload. Text for the 802.16t SRD may be generated by modifying the document. In addition, simple additions of text may be submitted through email. A new call for contribution to the SRD will be distributed.

Tim indicated that the September Interim Meeting, planned for Atlanta is still scheduled. The status of the November Plenary Session is Bangkok, Thailand, is still planned at this time.

Participants are encouraged to submit additional contributions to Mentor prior to the upcoming teleconference which will be held Thursday, July 9th at 11.00 AM EDT / 8.00 AM PDT.

Meeting was adjourned at approximately 11:40 a.m. EDT.