**IEEE P802.15**

**Wireless Personal Area Networks**

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| Project | IEEE P802.15 Working Group for Wireless Personal Area Networks (WPANs) |
| Title | **<IEEE802.15 WG minutes>** |
| Date Submitted | [15 July 2020] |
| Source | [Pat Kinney][][Chicago, IL] | Voice: [+1.847.960.3715]Fax: [+1.847.790.3805]E-mail: [pat.kinney@ieee.org] |
| Re: | [802.15 Plenary Meeting held virtually] |
| Abstract | [IEEE 802.15 Working Group Minutes] |
| Purpose | [Official minutes of the Working Group Session] |
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**126th IEEE 802.15 WSN MEETING**

**Held Virtually via Webex (all times in EDT)**

**Sept 15-18, 2020**

# Tuesday, 15 July 2020

**10:00 AM** The acting chair, Pat Kinney (Kinney Consulting), called the meeting to order (15-20-0232-03-0000), there were 56 attendees at this meeting.

Announcements:

* Don’t forget to announce your name and affiliation before you speak

Rick Alfvin (LineSpeed) informed the group of, and displayed the IEEE-SA patent policy presentation slides 0-5 (<http://standards.ieee.org/board/pat/pat-slideset.ppt>).

Rick Alfvin asked the participants who wished to declare a Letter of Assurance (LoA) or to identify patent claim(s)/patent application claim(s) and/or the holder of patent claim(s)/patent application claim(s) that the participant believes may be essential for any of the ongoing activities within the 802.15 WG. There were no attendant responses to this call.

Rick Alfvin displayed and read the standard IEEE Anti-Trust statement.

Rick Alfvin moved to *approve the agenda (document 15-20-0232-03-0000)* with Ben Rolfe (Blind Creek Associates) seconding the motion. Following no objection, the agenda was approved.

Rick Alfvin moved *to approve the previous meeting minutes (document 15-20-00175-00-0000)* and Ben Rolfe seconded the motion. Following neither discussion nor objection the minutes were approved. There were no matters resulting from the previous minutes.

Rick Alvin presented the attendance information, i.e. use IMAT.

## Closing plenary meeting voting system

Jonathan Goldberg (IEEE SA) presented the concept of live voting at virtual meetings via DirectVoteLive (DVL). He explained how the voting application works and how to register. DVL will only be used at the closing plenary meeting on Friday, 18 September. He also noted that the motions would be loaded in advance of the meeting. This process will require that the TG chairs send Pat Kinney the motions for the closing meeting by end of Thursday. Jonathan has sent links to information on DVL.

## Status Reports

802.15 activities

* Task group 15.4 Cor
	+ This will be the first session for TG4Cor2, acting chair appointed Kunal Shah as acting task group chair, and asked for the task group to affirm Kunal Shah as chair.
* Task Group 15.4w – LPWA
* Task Group 15.4y – SECN
	+ Two meetings this week, comment resolution, reform the CRG
* Task group 15.7a – VAT
	+ This will be the first session for TG7a, acting chair appointed Yeong Min Jang as acting task group chair, and asked for the task group to affirm Yeong Min Jang as chair.
* Task Group 15.9ma – KMP
	+ Meetings are before WG LB ends, resolve comments, edit draft, start CRG
* Task Group 13 –Multi Gigabit/sec OWC
	+ Resolve comments, recirculate revised draft, prepare for SA Ballot
* Task Group 16t
	+ 1 meeting slot this week
* TAG THz
	+ Call for contributions, THz sensing applications
* IG JRE
	+ This will be the first session acting as a TG (WG approved PAR and CSD), acting chair appointed Takashi Kuramochi as acting task group chair, and asked for the task group to affirm Yeong Min Jang as chair.
* Standing Committee maintenance – SCm
	+ New name for WG TAG
	+ OM changes due to virtual meetings

**11:20 PM** The chair recessed the meeting

# Friday, 17 July 2020

**10:33** WG chair, Pat Kinney (Kinney Consulting) called the meeting to order, there were 49 attendees at this meeting

**10:34** Vice Chair**,** Rick Alfvin (LineSpeed) spoke to the attendance method (IMAT) and voting method (DVL)

#### WG chair presented his Lessons Learned from this week:

* Bob Heile's shoes are extremely large and difficult to fill
* Webex using 802 seat license (D'Ambrosia: 802 no longer has these Webex seats)
	+ Meeting time conflicts, i.e. don't schedule meetings at same time
	+ 1-hour meeting slots?
	+ Multiple Webex seats, or use Zoom as an alternate?
	+ Lengthen session to 10 days to minimize conflict
* Webex using IEEE-SA seat licenses (Chair has applied to IEEE-SA for a license for 802.15)
	+ Allows two meetings simultaneously
	+ 802.11 WG uses the IEEE Webex seats and schedule's the telecoms and then gives the Host Key to the TG Chair.
		- Precludes the need to share the account password (something that the IEEE-SA has asked WGs not to do).
		- The chair logs into the call, and then does a "claim host role" with the host key.
* Educate chairs on how to configure/use Webex
	+ If the meeting platform is changed due to some problem, the information should also be updated in the Calendar. Method to indicate updated information?
* 802.15 Webpage
	+ Must be enhanced to contain information on how to attend, how to attain voting rights, and when do specific meetings start (i.e. the agenda).
* DirectVoteLive (DVL)
	+ Does not allow voter to see how voter voted

Action Item: J Goldberg to investigate correcting issue of DVL not allowing voter to see how they voted.

* + Does not allow voter to change vote

Action Item: J Goldberg to investigate correcting issue of DVL not allowing voter to change vote.

#### P Nikolich appointed Kinney as temporary 802.15 Chair and Alfvin as temporary Vice Chair

* In accordance with the IEEE 802 WG P&P 3.2 Temporary Appointments. The 802.15 WG officers are responsible for setting up an officer election to occur no later than 6 months from now.

#### November Virtual Plenary plans

* Two 802.15 WG PARs to be considered by EC for NesCom (15.4aa, 15.16t)
* Revised 802.15 WG Operations Manual to be reviewed and voted upon
* Two 802.15 WG drafts to be considered by EC for SA balloting (TG4y, TG13)
* Wireless Chairs Committee meeting to be held 30 September at 15:00 - 16:30 EDT

**10:54** **TG4Cor** closing report by Kunal Shah (Itron) (15-20-0274-01)

**10:56** **TG4w** closing report by Jörg Robert (University of Erlangen-Nuremberg) (15-20-0278-00)

**11:05** **TG4y** closing report by Don Sturek (Itron) (15-20-0231-01)

*Move that 802.15 WG start a WG Recirculation Letter Ballot requesting approval of document P802-15-4y\_D1 and to forward document P802-15-4y\_D1, as edited in accordance with the instructions in document 15-20-0103 to Standards Association ballot pending the completion and inclusion of the edits in the draft.*

Moved by Don Sturek, seconded by Kunal Shah

Upon no discussion the vote was taken with the results of 28/0/1, motion carries.

*Move that TG4y requests 802.15 WG approve the formation of a Comment Resolution Group (CRG) for the WG balloting of the P802.15.4y-D1 with the following membership: Don Sturek (As Chair), Tero Kivinen, Peter Yee, Ruben Salazar. The 802.15.4y CRG is authorized to approve comment resolutions and to approve the start of recirculation ballots of the revised draft on behalf of 802.15 WG. Comment resolution on 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 by Don Sturek, seconded by Kunal Shah

Upon no discussion the vote was taken with the results of 28/0/1, motion carries.

**11:09 TG7a (VAT)** closing report byYeong Min Jang (Kookmin University) (15-20-0275-01**)**

**11:12 IG JRE** closing report byTakashi Kuramochi (Lapis Semiconductor) (15-20-0271-01**)**

**11:16** **TG9ma** closing report by Tero Kivinen (self-employed) (15-20-0224-01)

*Move that 802.15 WG approve the formation of a Comment Resolution Group (CRG) for the WG balloting of the P802.15.9ma-D1 with the following membership: Tero Kivinen (Chair), Ben Rolfe, Don Sturek, Pat Kinney, and Peter Yee. The 802.15.9ma CRG is authorized to approve comment resolutions, edit the draft according to the comment resolutions, and to approve the start of recirculation ballots of the revised draft 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 by Tero Kivinen, seconded by Rick Alfvin

Upon no discussion the vote was taken with the results of 27/0/0, motion carries.

**11:21 TG13** closing report by Volker Jungnickel (Fraunhofer Heinrich Hertz Institute) (15-20-0279-01)

*Move that 802.15 WG approve the formation of a Comment Resolution Group (CRG) for the Standards Association balloting of the P802.15.13\_D3 with the following membership: Volker Jungnickel (Chair), Nikola Serafimovski, Tuncer Baykas, Sang-Kyu Lim, Jörg Robert, Tero Kivinen. The 802.15.13 CRG is authorized to approve comment resolutions, edit the draft according to the comment resolutions, and to approve the start of recirculation ballots of the revised draft 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 by Volker Jungnickel and seconded by Harry Bims

Upon no discussion the vote was taken with the results of 27/0/1, motion carries.

**11:27 TG 16t** closing report by Tim Godfrey (EPRI) (15-20-256-01)

**11:30** **THz TAG** closing report by Thomas Kürner (TU Braunschweig) (15-20-0257-00)

**11:35** **Standing Committees** closing report by P Kinney (Kinney Consulting) (15-20-0243-02)

*Move that 802.15 WG ratifies the formation of the Tera-Hertz (THz) Standing Committee (SC) and affirms Thomas Kürner as chair.*

Moved by Rick Alfvin, seconded by Thomas Kürner

Upon no discussion the vote was taken with the results of 27/0/1, motion carries.

## Review November Virtual Plenary meeting plans

Chair noted that the LMSC In-Person had been planned for Nov 8 - 13, but now the LMSC Virtual plans for Oct 30 to Nov 13; 802.11 plans Nov 8 - 13; 802.3 plans Nov 9 - 19; and 802.1 plans Nov 2 – 10. Chair also noted that IETF 109 online runs from Nov 16 - 20, while its hackathon runs from Nov 9 – 13.

**Straw poll:** *That the 802.15 WG affirm that the 802.15 November Virtual Plenary opens on Monday, Nov 2 and closes on Tuesday, Nov 10*

Upon no discussion the vote was taken with the results of 25/2, the straw poll affirms the above dates for the opening and closing meetings.

* Comment made that the DVL list of voters were voting members only and straw polls should be open to all participants.

Action Item: J Goldberg will investigate correcting the DVL issue of only allowing either voting members to voter or all participants to vote in a single meeting rather than selecting one by motion.

* Comment was made that the 2 “no” votes were from Japanese participants, most likely due to the fact that on November 3rd each year, Japan celebrates Culture Day as a public holiday.

Action Item: WG chair to send out email to 802.15 listserv asking all members who haven’t voted on this straw poll to vote “yes” or “no” and asking the “no” voters to specify why they voted “no”.

## AoB

**11:55** Motion *to adjourn* was made by Gary Stuebing (Cisco Systems), seconded by Clint Chaplin (Self). Upon hearing no objection, the motion carries; the session is adjourned.

## Summary

### Motions

1. *Move that 802.15 WG start a WG Recirculation Letter Ballot requesting approval of document P802-15-4y\_D1 and to forward document P802-15-4y\_D1, as edited in accordance with the instructions in document 15-20-0103 to Standards Association ballot pending the completion and inclusion of the edits in the draft.*

Moved by Don Sturek, seconded by Kunal Shah

Upon no discussion the vote was taken with the results of 28/0/1, motion carries.

1. *Move that TG4y requests 802.15 WG approve the formation of a Comment Resolution Group (CRG) for the WG balloting of the P802.15.4y-D1 with the following membership: Don Sturek (As Chair), Tero Kivinen, Peter Yee, Ruben Salazar. The 802.15.4y CRG is authorized to approve comment resolutions and to approve the start of recirculation ballots of the revised draft on behalf of 802.15 WG. Comment resolution on 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 by Don Sturek, seconded by Kunal Shah

Upon no discussion the vote was taken with the results of 28/0/1, motion carries.

1. *Move that 802.15 WG approve the formation of a Comment Resolution Group (CRG) for the WG balloting of the P802.15.9ma-D1 with the following membership: Tero Kivinen (Chair), Ben Rolfe, Don Sturek, Pat Kinney, and Peter Yee. The 802.15.9ma CRG is authorized to approve comment resolutions, edit the draft according to the comment resolutions, and to approve the start of recirculation ballots of the revised draft 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 by Tero Kivinen, seconded by Rick Alfvin

Upon no discussion the vote was taken with the results of 27/0/0, motion carries.

1. *Move that 802.15 WG approve the formation of a Comment Resolution Group (CRG) for the Standards Association balloting of the P802.15.13\_D3 with the following membership: Volker Jungnickel (Chair), Nikola Serafimovski, Tuncer Baykas, Sang-Kyu Lim, Jörg Robert, Tero Kivinen. The 802.15.13 CRG is authorized to approve comment resolutions, edit the draft according to the comment resolutions, and to approve the start of recirculation ballots of the revised draft 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 by Volker Jungnickel and seconded by Harry Bims

Upon no discussion the vote was taken with the results of 27/0/1, motion carries.

1. *Move that 802.15 WG ratifies the formation of the Tera-Hertz (THz) Standing Committee (SC) and affirms Thomas Kürner as chair.*

Moved by Rick Alfvin, seconded by Thomas Kürner

Upon no discussion the vote was taken with the results of 27/0/1, motion carries.

### Straw Poll

*That the 802.15 WG affirm that the 802.15 November Virtual Plenary opens on Monday, Nov 2 and closes on Tuesday, Nov 10*

Upon no discussion the vote was taken with the results of 25/2, the straw poll affirms the above dates for the opening and closing meetings.

### Action Items

1. Action Item: Rick Alfvin to enhance 802.15 webpage to contain information on how to attend meetings, how to attain voting rights, and when do specific meetings start (i.e. the agenda).
2. Action Item: J Goldberg to investigate how to get DVL to allow the voter to see how he/she voted
3. Action Item: J Goldberg to investigate how to get DVL to allow the voter to change his/her vote
4. Action Item: J Goldberg will investigate correcting the DVL issue of only allowing either voting members to voter or all participants to vote in a single meeting rather than selecting one by motion
5. Action Item: WG chair to send out email to 802.15 listserv asking all members who haven’t voted on this straw poll to vote “yes” or “no” and asking the “no” voters to specify why they voted “no”

# Annex A Virtual attendance = 68

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| **Last Name** | **First Name** | **Affiliation** |

|  |  |  |
| --- | --- | --- |
| Alfvin | Richard | Linespeed Events LLC |
| Baykas | Tuncer | Istanbul Medipol University |
| BEECHER | PHILIP E | Wi-SUN Alliance |
| Bims | Harry | Bims Laboratories, Inc. |
| Bober | Lennert | Fraunhofer Heinrich Hertz Institute |
| Calvert | Chris | Landis Gyr Group Worldwide |
| Chaplin | Clint | Self |
| Choi | Sangsung | Electronics and Telecommunications Research Institute (ETRI) |
| Choi | Sangsung | Kookmin University |
| Clanney | Nathan | Siemens Mobility, Inc. |
| Costa | D.Nelson | Peraso Technologies Incorporated |
| De Ruijter | Hendricus | Silicon Laboratories |
| Dolmans | Guido | Holst Centre / IMEC-NL |
| Fukui | Kiyoshi | Oki Electric Industry Co., Ltd. |
| Gillmore | Matthew | Itron Inc. |
| Godfrey | Tim | Electric Power Research Institute, Inc. (EPRI) |
| Guo | Jianlin | Mitsubishi Electric Research Labs (MERL) |
| Hafuka | Takamitsu | LAPIS Semiconductor Co., Ltd |
| HAN | CHONG | pureLiFi |
| Harada | Hiroshi | National Institute of Information and Communications Technology (NICT) |
| Holcomb | Jay | Itron Inc. |
| HOSAKO | IWAO | National Institute of Information and Communications Technology (NICT) |
| Ikegami | Tetsushi | Meiji University |
| Jang | Yeong Min | Kookmin University |
| Jiang | Jeng-Shiann | Vertexcom Technologies |
| Jornet | Josep Miquel | University at Buffalo |
| Jungnickel | Volker | Fraunhofer Heinrich Hertz Institute |
| Juntunen | Juha | Meteor Communications Corp. |
| Kashiwagi | Yoshio | Nissin Systems |
| Kerry | Stuart | OK-Brit |
| Khan | Naseem | Leidos Engineering. LLC |
| Kim | Jeong Gon | Korea Polytechnic University (KPU) |
| KINNEY | PATRICK | Kinney Consulting LLC |
| Kitazawa | Shoichi | Muroran IT |
| Kivinen | Tero | Self Employed |
| Kohno | Ryuji | YNU/CWC UofOulu |
| Krieger | Ann | US Department of Defense |
| Kuerner | Thomas | TU Braunschweig |
| Kuramochi | Takashi | LAPIS Semiconductor Co., Ltd |
| Kuribayashi | Hideyuki | ROHM Co.,Ltd.; Photonics |
| Li | Huan-Bang | National Institute of Information and Communications Technology (NICT) |
| Lim | Sang-Kyu | Electronics and Telecommunications Research Institute (ETRI) |
| Matsumura | Yuki | ROHM Co.,Ltd.; Photonics |
| Naguib | Ayman | Apple, Inc. |
| Nakanishi | Seiji | Lapis |
| Niewczas | Jaroslaw | Qorvo |
| Ogawa | Hiroyo | National Institute of Information and Communications Technology (NICT) |
| Okumura | Ryota | Kyoto University |
| Palmer | Clark | Meteorcomm LLC |
| Pirhonen | Riku | NXP Semiconductors |
| Polland | Joe | SELF |
| Powell | Clinton | Powell Wireless Consulting, LLC |
| Robert | Joerg | University of Erlangen-Nuremberg |
| Rolfe | Benjamin | Blind Creek Associates |
| Salazar Cardozo | Ruben E | Landis+Gyr AG |
| Serafimovski | Nikola | pureLiFi |
| Serang | Daoud | CML Microcircuits (USA) Inc. |
| Shah | Kunal | Silver Spring Networks Inc. |
| Shah | Tushar | Apple, Inc. |
| Stuebing | Gary | Cisco Systems, Inc. |
| Sturek | Don | Itron Inc. |
| Suzuki | Takafumi | NICT |
| Tanaka | Hitoshi | LAPIS Semiconductor Co., Ltd |
| Toda | Hiroyuki | LAPIS Semiconductor Co., Ltd |
| Verso | Billy | DecaWave |
| Wechsler | Johannes | Fraunhofer Institute for Integrated Circuits IIS |
| Yang | Shang-Te | Apple, Inc. |
| Yee | Peter | NSA-CSD |