# **Action Items Summary**

John D’Ambrosia, Futurewei, U.S. Subsidiary of Huawei

Recording Secretary, IEEE 802 LMSC

Updated 02 Apr 2024

## IEEE 802 04 Oct 2023 Teleconference

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| 6.02 | Marcus Plessel | Provide full list of feature set for Mentor / IMAT to James Gilb.  11/13 – in process  1/9 – was sent to James Gilb on 09 Jan 2024. Gilb needs to review.  2/6 – in process.  3/11 – in process  4/2 – closed |

## IEEE 802 Nov 2023 Plenary Opening Meeting

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| 5.12 | Haasz | Next staff report on this item to provide a date when the Standards Development Meeting definition activity will be completed.  1/9 – in process  2/6 – in process  3/11 – in process  4/2 – in process |

## IEEE 802 06 Feb 2024 Teleconference

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| 3.001 | Marks | Send D’Ambrosia picture of plaque for use on 802 webpage after dedication ceremony.  3/11 – in process  4/2 – complete. |

## IEEE 802 Mar 2024 Plenary Opening Meeting

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| 6.01 | Gilb / Zimmerman | Support any requests from WG/ TAGs regarding “Proposed Changes for Attendance” and be available to answer questions.  4/2 - closed |
| 6.05 | D’Ambrosia / Haasz | Resolve observed file size discrepancy issue with 2024 Electronic Media and communicate update to 802 EC Reflector by end of 3/11.  Resolved during meeting - Source image of the 2024 Electronic Media Edition had been updated. Individuals who downloaded the edition prior to 10am MT should download again.  4/2 – completed (during March 2024 Plenary) |

## IEEE 802 Mar 2024 Plenary Closing Meeting

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| 4.01 | Zimmerman | Lead Operations Team (Zimmerman as a Vice-Chair, the two treasurers, the Executive Secretary, and meeting planners as necessary) that will examine the factors influencing the amount of reserves needed and a recommendation for reserve amount. Update expected at July 2024 Plenary.  4/2 – in process |