Wireless Chairs Committee

Joint 11/15 Executive Committee

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| Project | Wireless Chairs Committee |
| Title | Meeting Minutes for July 2017  |
| Date Submitted | September 15, 2017 |
| Source | Benjamin A. RolfeBlind Creek Associates | Tel: +1 4083957207E-mail: ben.rolfe@ieee.org |
| Re: | Meeting Minutes |
| Abstract |  |
| Purpose | Maintain Meeting Record |
| Notice | This document has been prepared to assist the Wireless Chairs Committee (WCC) and the Joint 11/15 Executive Committee. It is offered as a basis for discussion and is not binding on the contributing individual(s) or organization(s). The material in this document is subject to change in form and content after further study. The contributor(s) reserve(s) the right to add, amend or withdraw material contained herein. |
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**Sunday September 10th 2017, 16:00 Aloha Time Zone**

* **Wireless Chairs Committee Meeting – Sept 10th, 2017 – Da Big Island**
* **Call to order**: Meeting called to order
* **Attendees**: Stephen McCann, Adrian Stephens, Bob Heile, Richard Kennedy, Jay Holcomb, Rick Alfvin, Ben Rolfe, Jon Rosdahl, Dawn Slykhouse, Dorothy Stanley, Pat Kinney, Steve Shellhammer, Harry Bimms., Mike Lynch, Donald Eastlake
* **Recording Secretary**: Benjamin Rolfe filling in adequately for the very capable Stephen McCann
* **Review and approve agenda:**
	+ <https://mentor.ieee.org/802-ec/dcn/17/ec-17-0119-00-WCSG-802-wireless-chairs-meeting-agenda-2017-07-09.docx>
* **Move to approve the agenda:**
	+ Moved: Ben Rolfe, 2nd: Dorothy Stanley
	+ No objection to approving by unanimous consent.
* **Minutes from last meeting**:
	+ [**https://mentor.ieee.org/802-ec/dcn/17/ec-17-0118-00-WCSG-berlin-july-2017-minutes.docx**](https://mentor.ieee.org/802-ec/dcn/17/ec-17-0118-00-WCSG-berlin-july-2017-minutes.docx)
* **Move to approve these minutes**
	+ Moved: Jon Rosdahl 2nd:Adrian Stephens
	+ No objection to approving by unanimous consent.
* **Face to face**
	+ **Meeting “top 10”**
		- Social tickets are included with meeting registration for all paid IEEE 802 Wireless participants and their guests. 1 hour hosted bar by HWV. Complimentary guest badges will available Tuesday.
		- Registration & Information Hours:
			* Monday & Tuesday 7:30 AM – 5:00 PM
			* Wednesday 7:30 AM – 1:30 PM
		- After Hours (including evenings) text Dawn.
		- Meeting Space Requests or Issues, contact Dawn.
		- AV Issues: Video, contact Rick, Audio contact Dawn.
		- Network, contact Linespeed. Help desk outside Kona meeting rooms.
		- Food and Beverage: the usual place (Lagoon Lanai) and hours. Remind your attendees the F&B is for registered attendees ONLY (not guests). Waikoloa 1
		- Event office and Linespeed NOC: Waikoloa 1.
	+ **Non attendee informal gathering**
		- Adrian and Dawn propos to send an email to attendees that an informal meetup to be held Monday 1:30pm at the toddler pool. No objections heard; action Dawn and Adrian.
	+ **Orlando**
		- Registration will be live by the end of the week
	+ **Schedule**
		- New schedule tool available thanks to Adrian and Dawn
		- New portal provieed by Linespeed with link to schedule, attendance, documents: <http://ieee802.linespeed.io>
* **Network Provider (Linespeed)**
	+ Rick gives two thumbs up, good to go.
* **Treasurer’s report** (11-17-1265r0)
	+ Usual content
	+ The budget for the Waikoloa meeting is predicting a larger loss than expected in July. Presently at 273 registered, budget forcast at 300.
* **Future 802 Wireless Interim Meetings**
	+ January 14-19, 2018- Hotel Irvine, Newport Beach, 802 Wireless Interim Session. All proceeding according to plan so far.
	+ May 6-11, 2018, Warsaw Marriott, Warsaw Poland (TBC) 802 Wireless Interim Session. Done except for IEEE final process, expected to complete sometime.
	+ September 9-14, 2018, Hilton Waikoloa Village, Kona, HI, USA, 802 Wireless Interim Session. On track.
	+ 2019 Jan or Sep- Marriott Hanoi/Centara Bangkok/Marriott City Center Shanghai. Bob suggest Sept better for Bangkok as we’ll be in Bangkok in November 18 for the plenary. General agreement.
	+ May 2019 – Atlanta Buckhead again.
* **PCO for Warsaw**
	+ The next Warsaw meeting (May 2018) will be the last contract with Arinex, however the personal who are familiar with IEEE 802 meetings have now moved on and are no longer with Arinex. Therefore, there is a proposal to change providers for European and S-E Asia interim meetings. Initially a price comparison and due diligence will be performed with Arinex and potential new providers. There is no objection to this.
	+ Question: What is the time frame for this?
	+ Answer: No later than September 2017.
	+ It may be possible to produce an RFP this week.
	+ The Wireless Joint EC will work on this.
* **802.18 Regulatory issues being considered this week**
	+ Rich nodes that there is a potentially exciting NOI from the FCC regarding the “mid-band” between 5 and 7 GHz. Participation is encouraged.
* **802.24 Smart Grid issues**
	+ Only 2 meetings, Monday and Tuesday, otherwise SOP.
* **Schedule tool presentation**
	+ Adrian presents short tutorial on changes to the schedule tool. It can be found at Schedule.802world.com, or via ieee802.Linspeed.io portal. Many new formats are added for viewing. There is a calendar integration tool if you wish to import into your personal calendar to get reminders and such. There is an auto email notification feature to send an email to a specified list of people when changes occur. Adrian suggests default list include WG chairs. General awe and appreciation is expressed for the fine work.
* **Executive session**
	+ Executive session commence at 16:57 to consider the RFP responses for May 2018.
	+ Output of exec session: MTG Events is selected as the PCO for 802W May 2018 wireless interim in Warsaw.
* **AoB**
	+ Non heard
* **Adjourn**
	+ No objection to approving by unanimous consent
	+ Adjourned at 17:13 local time.



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