

Action Items Summary

John D'Ambrosia, Recording Secretary, IEEE 802 LMSC

Updated June 4, 2016

Summary – LeaderCon 2018

802 Branding / Webpage

1. Develop IEEE 802 Branding strategy (J. D'Ambrosia)
3/19 Status – in progress. D'Ambrosia to meet with Nikolich this week.
3/19 Status Update – Nikolich attempting to develop an updated logo concept. Concept deliverable July 2019.
6/19 Status Update – in process
2. Update 802 web page: Provide overview of IEEE 802 and its mission to improve perception of market relevance. (JD, JG, DL)
Status – Pending review of Leadercon minutes because of inclusion of mission. Nikolich to review and update LeaderCon minutes today.
3/19 Status – Update based on review in progress
3/19 Status Update – Updates that do not require frequent refresh will be considered and implemented as appropriate.
6/19 Status Update in in process
3. Develop 802 marketing web page, including plan for external support / development and payment (DL, JD, JG)
Status – in process
Update to be provided at Feb Teleconference.
2/19 Status – in process
3/19 Status D'Ambrosia to meet with Nikolich this week.
3/19 Status Update –
 - It is felt that the current 802 webpage should not be used for marketing purposes. It is intended for standards development purposes. It is recognized that a marketing webpage would be useful, but volunteers are needed to create this.
 - Action Item – Nikolich to do call for volunteers to develop IEEE 802 Marketing webpage.6/19 Status update – in process

Inter Working Group Communications

1. IEEE 802 Sponsor develop plan to improve effective communications between working groups. (J. Messenger, PN, JD, DL).
Status – Messenger is looking at doing an engagement “session”. Messenger would like to share slides @ Mar EC Opening Meeting. Rosdahl noted there was only a single Tutorial session in Mar if it is needed. Messenger will send to Nikolich for review.
3/19 Status – in progress. Anticipated deliverable to be completed in July.
6/19 Status – in progress – Jon Messenger / Scott Mansfield drafting proposal scott injured.
2. Assess 802 Plenary opening / closing agendas for time slot to enable chairs to give brief update of WG activities (J. Messenger, P. Nikolich, J. D'Ambrosia)
3/19 Status – in process – tied to Item #1
6/19 – in process – tied to Item #1. Exploring adding more business to consent agenda to add time.

Nov 2018 Opening

Item 7.02 - Nikolich / Stanley / Parsons / Holcomb –

- Reach out and attempt to establish a strong bi-directional communications link to the leaders of the Policy related activities to ensure the IEEE Technology Policy and Global Public Policy activities are familiar with the 802 constituency's requirements in those areas.
 - 3/19 Status – completed. Key people are Karen McCabe on IEEE-SA and the IEEE GPPC Chair. Law noted that he is on the EPPC this year.
 - Law noted that there is no requirement for the IEEE to take a global position on any one policy. It was noted that respective groups positions should be obtained.
- Status – Nikolich spoke with IEEE-SA Staff about getting a report at every plenary on Global Policy Activities with Karen McCabe. (It is unclear if she is still the primary contact – given recent IEEE-SA Reorganizations). Goldberg to get update on update.
 - 3/19 Status – in process
 - Action Item was clarified “Global Policy Activities” to “any public policy activities”. Assigned to Goldberg / Nikolich.
 - 6/19 – all public policy documents are approved online. Link sent online. (Goldberg to forward link) Drafts are not available.
 - Nikolich to work McCabe to find out what is available that is in draft.
 - Per Nikolich – SA President - In process documents are not publicly available. It was suggested they should be shared with standards members –
 - Action – Nikolich to request status on public policy updates from SA President through Karen McCabe going forward.

Nov 2018 Closing

Item 4.03 – Marks –

- Continue discussions noted in ec-18-0233-00-00EC in rules meetings.
- Status – in progress.
 - 3/19 Status – in process
 - 6/19 Status – in process

Item 8.01- Nikolich

- Send out private note to EC Members to get feedback regarding staff support.
- Status – in progress, but Nikolich has not circulated the collated version publicly
 - 3/19 Status – in process
 - 6/19 – complete – no further requests received

Item 8.047 - James Gilb, Chair, Rules Committee,

- Further address topic of confirmation / election of Vice-Chairs.
- Status – in progress. Gilb to straw poll on reflector regarding this topic.
 - 3/19 Status – in process. To be completed 3/11/19.
 - 6/19 Status – It was decided to keep the current process, and was submitted to AudCom

February 2019 Teleconference Action Items

Action Items

- Item #3.0 Goldberg Provide timeline on potential Mentor replacement
- 3/19 Status – in progress. Update expected 3/15.
 - 6/19 – no update to share at this time. Update expected for July Plenary.
- Item 7.01 Shellhammer 802.19 should provide 802 EC with a recommendation on Coexistence Assurance Process by July 2019 Plenary
- 3/19 Status – in process. Initial proposal to be discussed by Agenda Item 6.04.
 - 6/19 Status – update to be provided at July Plenary Opening EC Meeting
- Item 7.03 Parsons Ensure crosslinking pointers to the legacy and new document areas are implemented for OMNIRAN and Privacy Groups.
- 3/19 Status – in process. The EC folders were closed to new contributions. New folders in appropriate 802.1 projects to address these topics have been opened.
 - 6/19 – Links from new document area to Mentor area completed. From Mentor area to new area in process. Messenger needs privileges.
Messenger to work with Rosdahl to get text updated.

Chair noted he would like to add action Item

3/11 All WG Chairs / TAGs – refresh Working Group / TAG Websites.

6/19 –802.1, 802.3, 802.11, 802.15, 802.18, 802.22 are up to date. Remaining WG's (802.19, 802.21, 802.24) to report in July.

Mar 2019 Opening

- 5.11 Mody Socialize potential EC Study Group formation on Spectrum Sharing via email reflector
6/19 – not started.
- 6.03 Zimmerman Provide update on July Plenary Financials for June 4 EC Teleconference.
Brief update – verbal
Not seeing a substantial increase in expenses for July. Currently looking at the budget, looking at a projected smaller loss for July – approximately \$220K.
- 7.05 Holcomb Request volunteer to interact with ITU-R
6/19 Status – Planned discussion amongst key individuals to identify plan on how to better interact with ITU-R on a more ongoing/consistent basis. Update expected at July Plenary.
- 9.03 Goldberg Provide updated IEEE-SA Solutions & 802 EC Update Report
6/19 Status - July
- 9.04 Goldberg / Nikolich Collect and distribute IEEE and IEEE SA Public Policy Positions to 802 EC members for distribution to their groups
6/19 – complete. Please see <https://globalpolicy.ieee.org/respositories/>

Mar 2019 Closing

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| 4.022 | Gilb | Hold conference calls to resolve LMSC OM changes.
6/19 Status – in progress – update expected at July Plenary |
| 4.03 | Shellhammer | Revise 19-19-0017-00-0000-march-coexistence-discussion.pdf.
6/19 Status – completed. |
| 4.05 | Stanley | Prepare rules changes governing WG Chair expenditure authorizations.
6/19 status – Gilb to work with Dorothy. |
| 5.071 | Mody / Marks | Provide adequate information on Mentor to obtain conditional Sponsor Ballot approval for 802.22.
6/19 status - complete |
| 7.09 | Nikolich / Law | Work offline to send informal request to EPPC requesting access to developing positions.
6/19 status – complete. |
| 8.01 | Nikolich | Provide details for meeting for announcement for 802 Task Force Meetings.

Status – complete. Future 802 Task Force meetings will be held on Tuesday from 11am to noon ET, 2 weeks before the IEEE-SA Standards Board Meeting. |
| 8.01 | D’Ambrosia | Set up webpage announcing 802 Task Force Meetings
Status – Complete - http://iee802.org/minutes/802tf/802tf-calls.shtml |
| 8.042 | Marks | Provide recommendation regarding consistent Working Group Names at July 2019 Plenary.

6/19 in process |
| 8.043 | Zimmerman | Send email to individual WG Chairs to forward to reflectors looking for pictures of Nov 2018 (Rosdahl text)

6/19 – status completed. |

June 2019 Teleconference Action Items

Item	Responsible	Description
	Clint Chaplin	Provide update of meeting to Subir Das
1.021	Yvette Ho Sang	Review Section 4 of IEEE-SA statement to see if an update is necessary. Deliverable TBD.
1.021	Yvette Ho Sang	Provide a location for central location of IEEE FAQ and statements.
1.021	John D'Ambrosia	Update 802 webpage with link to central location provided by Ho Sang
7.01	James Gilb	Review 2018 checklist, posted in Audcom section of myproject. Update in July.
7.02	John D'Ambrosia	Update motion template file.
9.00	Jay Holcomb	Send presentation regarding reciprocal credits to 802 reflector for discussion.
9.00	James Gilb / Jay Holcomb	Continue discussion on reflector regarding reciprocal credit