### Action Items Summary

**John D’Ambrosia, Futurewei, U.S. Subsidiary of Huawei**  
**Recording Secretary, IEEE 802 LMSC**  
**Updated Dec 29, 2020**

#### IEEE 802 EC Oct 6, 2020 Teleconference

| 3.04 | D’Ambrosia | Update webpage to reflect change to Ombudsman position.  
10/30 – in process.  
12/1 – in process. |
| 3.04 | Nikolich / Gilb | Update Chair’s Guidelines to reflect change to Ombudsman position.  
10/30 – in process.  
12/1 – in process. |
| 3.05 | Kinney | Provide IEEE 802 EC with 802.15 election plans, preliminary plans by Nov 2020 EC Closing Meeting and final plans IEEE 802 EC Dec 01 Teleconference meeting.  
10/30 – in process  
11/13 – Email sent with preliminary plans. Final approval by 802.15 expected for Jan 2021 802.15 Interim Meeting  
12/1 – in process. |

#### IEEE 802 Nov 2020 Plenary Opening Meeting (Oct 30, 2020)

| 6.01 | Gilb | Form ad hoc to develop modification to Chair’s Guideline to address Defining Participation Credit for F2F and electronic interim sessions.  
11/13 – In process  
12/1 – in process |

#### IEEE 802 Nov 2020 Plenary Closing Meeting (Nov 13, 2020)

| 4.03 | 802 EC | Review draft guideline and provide feedback to Nikolich via the EC reflector (replacement text for Ombudsman)  
12/1 – in process |
| 4.04 | D’Ambrosia / Rosdahl | Update tutorial request document to allow optional choice of electronic tutorial sessions.  
12/1 – in process. |
| 4.04 | Levy | Follow-up with Stanley regarding privacy of Tutorial Recordings.  
12/1 – in process |
| 4.06 | WG / TAG Chairs | Identify one individual (other than an EC member) to represent their respective group in the 802 Restructuring ad hoc  
12/1 – in process |
<table>
<thead>
<tr>
<th>Action Item</th>
<th>Name(s)</th>
<th>Description</th>
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<tbody>
<tr>
<td>3.01</td>
<td>Parsons</td>
<td>Lead conversation on 802 EC reflector to discuss time of EC monthly conference calls</td>
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<tr>
<td>3.02</td>
<td>D’Ambrosia</td>
<td>Lead ad hoc to generate proposed motion for rules suspension of March 2021 Plenary</td>
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<td>3.02</td>
<td>Nikolich</td>
<td>Provide message regarding Mar 21 Plenary will be held virtually.</td>
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<td>3.04</td>
<td>Shellhammer / Holcomb</td>
<td>Initiate conversation in 802.18 weekly meetings regarding Tables of Frequency Bands for 802 Wireless Standards.</td>
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<td>3.05</td>
<td>Gilb</td>
<td>Send document number to 802 EC reflector regarding updated P&amp;P changes.</td>
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<td>4.07</td>
<td>Kinney</td>
<td>Conduct email ballot on motion regarding sending P802.15.9ma to SA Ballot / CSD confirmation.</td>
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<td>4.08</td>
<td>Kinney / D’Ambrosia</td>
<td>Identify existing CSD number for P802.15.13.</td>
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