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| IEEE 802 |  | **Paul Nikolich** |
| Local and Metropolitan Area Network Standards Committee | **Chair, IEEE 802 LMSC** |
| IEEE_Logo_HighRez |  |
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| **To:** | 17 August 2020 802/SA Task Force meeting participants | **CC:** IEEE 802 Executive Committee |
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| **Subject:** | 17 August 2020 802/SA Task Force meeting notes |
|  |  |  |
| **Date:** | 17 August 2020 |  |
|  |  |  |

Start of meeting: 2:01pm ET 17 August 2020

Participants: see Appendix

* 1. 802/SA Task Force draft agenda:
	Open portion of meeting:
		1. IEEE SA tools update & discussion
			1. Remote meeting tools: web conferencing, remote voting, Framemaker licenses
			2. Mentor replacement investigation – status update
			3. SA to potentially fund Framemaker licenses – status update
		2. Schedule next meeting 21 DEC 2020 2-3pm ET
		3. Any other business, 5 min, all?
		4. Action item review, 5 min, Nikolich
	2. Closed portion of meeting:
		1. None at this time
	3. Adjourn

Above agenda approved without objection

1.1.1 Webex: 802 purchased Webex licenses expired 13 August 2020, the IEEE SA is now providing Webex licenses at no charge indefinitely. 802.11 needs an additional license, JonR working with JonG to obtain the additional license.

1.1.1 Remote voting: IEEE SA plans to provide DirectVoteLive tool to IEEE 802 Working Groups in time for the September 2020 Working Group Interim Sessions
ACTION ITEM: JonG to provide a status update on the SA DirectVoteLive tool initiative to the 802 EC by 21 August 2020,

1.1.1 Framemaker: James provided the poll results and will conduct an 802 EC email ballot to authorize purchase of Framemaker licenses not to exceed $3000.
ACTION ITEM: JamesG to conduct 802 EC email ballot.

1.1.2 Mentor replacement: JonG reported the SA RFP responses for evaluating Mentor replacement tools due by Q3 2020.
ACTION ITEM: JonG to provide an update on the RFP process and a project plan/schedule no later than 30 October 2020

1.1.3: SA funding Framemaker licenses. Nikolich offered to make a formal request on behalf of 802 for the SA to fund Framemaker licenses for 802 volunteer editors, the precise number is to be determined.

ACTION ITEM: : JonG takes the action to request SA funding for 802 Framemaker licenses and provide an update to the 802 EC by 21 August 2020.

1.2 No objections to scheduling the next meeting for 21 December 2020.
ACTION ITEM: JonR to issue a Webex invitation and place the meeting on the 802 calendar.

1.3 No other business

1.4 Action items reviewed

2.0 No closed portion of the meeting

3.0 Meeting adjourned at 2:31pm ET.

Appendix – meeting participants

Name Affiliation

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| --- | --- | --- |
| Slykhouse | Dawn | Face to Face Events |
| Thompson | Geoff | Self, GraCaSI Standards Advisors |
| Godfrey | Tim | Electric Power Research Institute Inc. |
| Goldberg | Jonathan | IEEE |
| Rosdahl | Jon | Qualcomm Incorporated |
| Shellhammer | Stephen | Qualcomm Incorporated |
| Stanley | Dorothy | Hewlett Packard Enterprise |
| Law | David | Hewlett Packard Enterprise |
| Rolfe | Benjamin | Blind Creek Associates |
| Marks | Roger | EthAirNet Associates |
| Rolfe | Benjamin | Blind Creek Associates |
| Nikolich | Paul | Self, HPE, Huawei, Itron, octoScope, Wyebot, UNH BCoE, YAS BBV, Origin Wireless |
| Zimmerman | George | CME Consulting, Analog Devices, Marvell, Cisco Systems, CommScope, Sen Tekse LLC |
| Gilb | James | General Atomics Aeronautical Systems, Inc. |
| Jones | Chad | Cisco |
| Call in user |  | Unknown who was behind the webex label |
| IEEE 802.3 |  | Unknown who was behind the webex label |
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