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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:** | 01 MAR 2021 802/SA Task Force meeting | | **CC:** IEEE 802 Executive Committee | |
|  |  | | |  |
| **Subject:** | 01 MAR 2021 802/SA Task Force meeting notes | | | |
|  |  | | |  |
| **Date:** | 01 MAR 2021 | | |  |
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Electronic meeting called to order: 2:00pm ET 21 DEC 2020 Participants: see Appendix

802/SA Task Force draft agenda:

Open portion of meeting:

1. IEEE SA tools update & discussion
   1. Remote meeting tools:
      1. Mentor, etc. tools – replacement study status, schedule, requirements, etc.
      2. hybrid (i.e., in person and remote participants) meetings
   2. Document Creation
      1. SA funding of Framemaker licenses – status update
2. Schedule next meeting 4-5pm ET 07 Monday June 2021
3. Any other business, 5 min, all?
4. Action item review, 5 min, Nikolich
5. Adjourn

Notes:

Agenda approval -- no objections, above agenda approved

1. Tools update, remote meeting tools,
   1. Mentor, etc. tools – replacement study status, schedule, requirements, etc  
      -- SA is working with an outside consulting firm, Fresh Consulting, assessing Mentor, IMAT and IMEET  
      -- outside consultant completed 802 EC interviews to obtain input on needs of 802 with JonR and DavidL (RogerM not interviewed, despite being on the list from DEC2020 802/SA TF).   
      -- backup 802 interviewees not interviewed: DorothyS and GlennP   
      -- AI: Erin will follow up with Fresh Consulting regarding interviews..  
      -- Fresh Consulting preparing recommendations to present to the IEEE Standards Association Board of Governors Vice President of Platform Infrastructure Optimization Strategic Management and Delivery Committee, Andrew Myles  
      -- Request -- when a decision will be made?  
      -- Andrew has not formed the committee, timeline is unknown at this time  
      -- project plan/milestones identified? AI: Andrew’s committee to identify milestones.
   2. hybrid meetings –  
      -- JonR is leading a hybrid meeting sub ad hoc under the auspices of the 802 reorganization ad hoc  
      -- preliminary work is under way (requirements, identification of cost drivers, etc.), a significant amount of work remains to be done  
      -- as a member of the IEEE Technical Activities Conference Committee JonR is able to leverage some of their hybrid meeting investigation work   
      -- hybrid meeting is a broad, highly variable term depending on the application  
      -- plenary’s have professional audio support  
      -- costs are unknown at this time,  
      -- timeline for hybrid meetings should include near term (i.e., COVID driven) and long term requirements  
      JonR AI – to convene Hybrid Meeting sub ad hoc meeting to work on all of the above
   3. Framemaker licenses  
      -- no progress on feasibility of SA funding 802’s Framemaker license needs  
      -- decision rests with the IEEE Standards Association senior leadership team: Adam Newman, Matt Ceglia, Alpesh Shah, Karen McCabe and Kelly?   
      Jodi AI – obtain feedback on SA budget to cover future license expenses by 31 March 2021  
      -- volunteer FM licenses reduces the amount of staff time needed for publication

1. Tentative schedule next meeting for Monday 07 June 2021 4-5pm ET
2. Any other business – none
3. Meeting adjourned at 2:47pm ET

Appendix: Meeting attendees

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| Paul Nikolich | Jon Rosdahl | Ben Rolfe | Clint Powell |
| Dorothy Stanley | Steve Shellhammer | Ashely Moran | Christian Orlando |
| Christy Bahn | Clint Chaplin | David Law | Erin Morales |
| Geoff Thompson | Glenn Parsons | Jay Holcomb | Jessy Royer |
| Jodi Haasz | Andrew Myles | John D’Ambrosia | Joe Levy |
| Max Riegel | Michelle Turner | Roger Marks | Stuart Kerry |
| Tim Godfrey |  |  |  |
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