Wireless Chairs Standing Committee

Joint 11/15 Executive Committee

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| Project | Wireless Chairs Standing Committee |
| Title | Meeting Minutes for January 5th, 2022  |
| Date Submitted | January 18th, 2022 |
| Source | Stephen McCannHuawei Technologies Co., Ltd |  E-mail: stephen.mccann@ieee.org |
| Re: | Meeting Minutes |
| Abstract |  |
| Purpose | Maintain Meeting Record |
| Notice | This document has been prepared to assist the Wireless Chairs Standing Committee (WCSC) 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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**Abbreviations:**

A: Answer

C: Comment

Q: Question

**Wednesday January 5th, 2022, 15:00 Eastern Daylight Time (EDT)**

**Wireless Chairs Standing Committee (WCSC) Meeting**

1. **Call to order**: Meeting called to order
* **Chair**: Dorothy Stanley
* **Recording Secretary**: Stephen McCann
* The meeting is using the MTG Events Virtual Event Platform as a trial
1. **Policy and Procedure reminders**
* **<**<http://ieee802.org/sapolicies.shtml>>
* The chair read out the relevant policies and procedures, including copyright
* No statements were made.
1. **Attendees**: See Annex A
2. **Review and approve agenda**
* <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0004-00-WCSG-2022-01-05-wireless-chairs-teleconference-agenda.docx>
* **Move to approve the agenda:**
	+ Moved: Stuart Kerry, 2nd: Rick Alfvin
	+ No objection to approving by unanimous consent.
* **Minutes from the last meeting December 1st 2021**:
* <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0277-00-WCSG-minutes-december-01-2021.docx>
* **Move to approve these minutes**
	+ Moved: Stephen McCann, 2nd: Ben Rolfe
	+ No objection to approving by unanimous consent.
1. **Financial Report**
* The final audit of 2021 will be completed in a couple of days time.
* Registrations for the January 2022 interim are currently 444, which is a good number.
* The list of deadbeats from September 2021 is being finalized. There have been several reminder emails sent to the 18 people trying to encourage them to pay. There will be a web-site where it will be possible for these people to pay the fees due.
* The Hotel Irvin (original January 2022 venue) has now re-paid their penalty to the IEEE 802.11/15 treasury.
* C: I note that the 802.11/15 treasury has a similar level reserves to that of IEEE 802.
* Q: What’s the breakdown of the 444 registered people for each working group
* A: 802.11 = 342, 802.15 = 84, 802.18 = 15, 802.19 = 10, 802.24 = 5
1. **Future Wireless Interim meetings**
2. <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0001-02-WCSG-ieee-802wcsc-meeting-venue-manager-report-2022.pptx>

The current status of the future venues is as follows:

* + Jan 16-21, 2022 Hilton Panama – electronic
	+ May 15-20, 2022 Warsaw Marriott- Contract executed, in repository
* The decision as to whether this will be a face-to-face or online meeting will be taken on February 2nd, 2022.
* The actual dates will be 8th-13th May, 2022
* It is unlikely that many people from Asia will be able to attend
* It is hoped to use a new hybrid meeting tool (MTG Events Virtual Event Platform) for this meeting.
* There will be some straw polls in the January 2022 interim to determine the number of people who could attend the May 2022 interim.
	+ Sept 11-16, 2022 Hilton Waikoloa Village- Contract executed, in repository
	+ Jan 15-20, 2023 Baltimore Marriott Waterfront - Contract executed, in repository
	+ May 2023 - Rescheduled Orlando March 2022
	+ **Motion (slide #6)**
* **Request from IEEE 802 Executive Committee to take an Interim Meeting at the Hilton Orlando Lake Buena Vista for 2023 May. This is to help offset some of the penalties for cancelling the March 2022 IEEE 802 Plenary venue.**
* **Motion to approve the Hilton Orlando Lake Buena Vista for 2023 May 802 Wireless Interim.**
* Moved: Jon Rosdahl, 2nd: Pat Kinney
* C: By doing this we have helped to reduce the penalties of cancelling the March 2022 plenary
* Moved by Unanimous consent
	+ September 10-15, 2023 Atlanta Buckhead - Contract executed, in repository
	+ Jan 14-20, 2024 - Panama Hilton - Contract executed, in repository
	+ May 2024 - OPEN/UNSCHEDULED (Target Europe)
	+ Sept 8-13, 2024 Hilton Waikoloa Village - Contract executed, in repository
	+ Sept 2025 Hilton Waikoloa Village - Contract in progress
	+ Sept 2026 Hilton Waikoloa Village - Contract in progress
	+ Q: Before the decision on February 2nd, will a hybrid meeting tool be tested?
	+ A: Yes. The critical issue will be the hotel bandwidth.
1. **Reminder of the upcoming January 2022 interim:**
* On Friday January 14th, there is a wireless interim opening plenary (agenda: [ec-22-0005](https://mentor.ieee.org/802-ec/dcn/22/ec-22-0004-00-WCSG-2022-01-05-wireless-chairs-teleconference-agenda.docx)) starting at 10:00 ET and lasting for 2 hours. The agenda was presented.
* This interim is an accredited interim and will count towards voting rights in all working groups.
* There will be no decision about the May 2022 meeting during the January 2022 interim.
* IEEE 802 Chair: There is an IEEE 802 document which will address long term plans for future meetings (for example, future face-to-face meetings may not be 100% in person again)
* Q: If we run a straw poll for possible face-to-face attendance at the May 2022 meeting, can we include the potential fee for this meeting? Additionally will it be a flat fee for either an electronic or a face-to-face meeting?
* A: Regarding the fee, that will be decided at a later point.
1. **802.18 – Regulatory issues**
* During the January interim, 802.18 will address it’s regular items.
* No questions
1. **802.19 – Co-existence**
* The letter ballot on the IEEE 802.11bd co-existence assessment document (CAD) closes on Friday January 7th 2022.
* No questions
1. **802.24 – Vertical Applications TAG**
* There will be one session in the January 2022 meeting.
1. **AoB**
* The WCSC meeting cadence is to continue monthly, 3pm ET
* The next meetings are:
	+ 2022-02-02 Wednesday 15:00 ET for 1.5 hrs
	+ 2022-03-02 Wednesday 15:00 ET for 1.5 hrs
	+ 2022-04-06 Wednesday 15:00 ET for 1.5 hrs
1. **Adjourn**
* No objection to adjourning
* Adjourned at 16:36 ET

**Annex A: Attendance & Affiliation**

| **Name** | **Affiliation** |
| --- | --- |
| Alfvin, Rick | Linespeed |
| Archer, Sara | MTG Events |
| Branik, Daniel | MTG Events |
| Chaplin, Clint | Samsung Research America |
| Das, Subir | Peraton Labs |
| Godfrey, Tim | Electric Power Research Institute, Inc. (EPRI) |
| Haasz, Jodi | IEEE Staff |
| Holcomb, Jay | Itron Inc. |
| Kerry, Stuart | OK-Brit; Self |
| Kinney, Pat | Kinney Consulting LLC |
| Levy, Joseph | Interdigital |
| McCann, Stephen | Huawei Technologies Co., Ltd |
| Nikolich, Paul | Self, HPE, Huawei, Wyebot, UNH BCoE, YAS BBV, Origin Wireless |
| Petrick, Al | Skyworks |
| Powell, Clint | Facebook |
| Riegel, Max | Nokia |
| Rolfe, Benjamin | Blind Creek Associates |
| Ronmark, Lisa | Face-to-face |
| Rosdahl, Jon | Qualcomm Technologies, Inc. |
| Shellhammer, Steve | Qualcomm Incorporated |
| Slykhouse, Dawn | Face-to-face |
| Stanley, Dorothy | Hewlett Packard Enterprise |

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