Wireless Chairs Standing Committee

Joint 11/15 Executive Committee

|  |  |
| --- | --- |
| Project | Wireless Chairs Standing Committee |
| Title | Meeting Minutes for February 2nd, 2022  |
| Date Submitted | February 4th, 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. |
| Release | The contributor acknowledges and accepts that this contribution becomes the property of IEEE and may be made publicly available by IEEE 802. |

**Abbreviations:**

A: Answer

C: Comment

Q: Question

**Wednesday February 2nd, 2022, 15:00 Eastern Daylight Time (EDT)**

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

1. **Call to order**: Meeting called to order at 15:15 ET
* **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-22-0024-01-WCSG-2022-02-02-wireless-chairs-teleconference-agenda.docx>
* **Move to approve the agenda:**
	+ Moved: Stuart Kerry, 2nd: Ben Rolfe
	+ No objection to approving by unanimous consent.
* **Minutes from the last meeting January 5th 2022**:
* <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0010-01-WCSG-minutes-january-05-2022.docx>
* **Move to approve these minutes**
	+ Moved: Stephen McCann, 2nd: Jon Rosdahl
	+ No objection to approving by unanimous consent.
1. **Financial Report**
* <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0309-00-WCSG-wireless-treasurer-report-jan-2022.pptx>
* The financial report will be updated around the time of the next plenary in March 2022.
* There are currently about 584 people who have registered for the March plenary and there are now only 2 deadbeats resulting from the September 2021 meeting.
* CEvent registration monies are still due to the IEEE 802.11/15 treasury, but this is currently being worked on.
* No questions
1. **Future Wireless Interim meetings**

<https://mentor.ieee.org/802-ec/dcn/22/ec-22-0001-04-WCSG-ieee-802wcsc-meeting-venue-manager-report-2022.pptx>

The current status of the future interim venues is as follows:

* + May 8-13, 2022 Warsaw Marriott – see discussion below
	+ Sept 11-16, 2022, Hilton Waikoloa Village, Waikoloa, HI – Contract executed
	+ Jan 15-20, 2023, Baltimore Marriott Waterfront, Baltimore, MD – Contract executed
	+ May 2023 – Hilton Orlando Lake Buena Vista, Orlando, FL
	+ September 10-15, 2023 – Grand Hyatt, Atlanta Buckhead – Contract executed
	+ January 14-19, 2024 – Hilton Panama, Panama – Contract executed
	+ May 2024 - Open
	+ Sept 8-13, 2024 - Hilton Waikoloa Village – Contract executed
	+ Jan 2025 - Open
	+ May 2025 - Open
	+ Sept 2025 Hilton Waikoloa Village, Waikoloa, HI – Approved March 2020 by 802WCSC – in negotiations
	+ Jan 2026 - Open
	+ May 2026 - Open
	+ Sept 2026 Hilton Waikoloa Village, Waikoloa, HI – Approved March 2020 by 802WCSC – in negotiations
1. **May 2022 interim (**May 8-13, 2022 Warsaw Marriott)
* The current numbers to attend a possible face to face meeting are a little low.
* However, the number of people who are willing to attend virtually are higher.
* The current conditions to enter Poland due to Covid-19, seem to be reasonable for many countries.
* Many of the rules were arranged around New Year, so these rules will probably change again before May.
* Feedback from MTG Events:
	+ Regarding the Warsaw Marriott contract, a full deposit can be refunded if there are considerably less than the usual numbers. Hopefully, this means that the hotel will negotiate a more reasonable room rate and beverage costs.
	+ At the moment, people from some countries cannot travel to Poland.
* Chair: I’d like everyone’s opinions about how to proceed.
* C: I have a geo-political issue with Ukraine. However, I’m happy to proceed with a mixed-mode meeting.
* Q: What is the break-even numbers for a mixed-mode meeting?
* A: It’s still being worked on. MTG events have about 5 different budget scenarios. It appears to be around 175 people both face-to-face and online.
* C: It looks as though a majority of people are mixed-mode with the mixed-mode format, but please can time zones be considered.
* C: If the meeting is mixed-mode in Warsaw, then meetings have to be scheduled in local time.
* C: I’m not so sure about the mixed-mode meeting format.
* C: I’ll be attending the mixed-mode IETF meeting in Austria in March.
* C: Please remember that IEEE 802.11 have had mixed-mode ad-hoc meetings in the past. However, there were fewer people involved.
* C: There have been issues with the tooling. This may cause issues for people who are participating remotely.
* C: I think a mixed-mode option is essential
* C: There are many people who are now starting to travel. I also think mixed-mode meetings are a reasonable way forward.
* C: We all need to learn how to do mixed-mode meetings.
* C: Note that at the end of March, there may be some flexibility to work with the hotel to change the contract commitments.
* **Tally of WCSC voting members present**:
	+ Mixed-mode: 8
	+ Online: 1
	+ Abstain: 1
* Chair: we’ll continue in the direction of mixed mode for the May interim. If you have access to other tooling that may help. Perhaps we can also use Webex in some of the smaller meetings.
	+ **Motion:**
* **Move to hold the 2022 May IEEE 802 wireless interim in Warsaw, Poland as a Mixed Mode Session.**
* Moved Ben Rolfe, 2nd Rick Alvfin
* Result: Yes: 9, No: 1, Abstain: 0 (Motion passes)
* C: The fee will be based on the projected number of attendees
1. **Wireless frequency table comment collection**
* Postponed until a future meeting (e.g. March 2nd, 2022)
1. **802.18 – Regulatory issues**
* There have been a lot of issues recently regarding:
* ETSI BRAN
* OfCom (UK)
* Otherwise, just the usual items.
* The discussion about the frequency table will be postponed until another meeting.
* No questions
1. **802.19 – Co-existence**
* There are not too many items being discussed at the moment.
* The letter ballot on the IEEE 802.11bd co-existence assessment document (CAD) closes on Friday February 7th, 2022.
* No questions
1. **802.24 – Vertical Applications TAG**
* There will be a teleconference on Tuesday February 15th 16:00 ET to continue some work from the January 2022 interim.
1. **AoB**
* The WCSC meeting cadence is to continue monthly, 15:00 ET
* The next meetings are:
	+ 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 16:24 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) |
| Holcomb, Jay | Itron Inc. |
| Kerry, Stuart | OK-Brit; Self |
| Kinney, Pat | Kinney Consulting LLC |
| Levy, Joseph | Interdigital |
| McCann, Stephen | Huawei Technologies Co., Ltd |
| Powell, Clint | Facebook |
| Rolfe, Benjamin | Blind Creek Associates |
| Rosdahl, Jon | Qualcomm Technologies, Inc. |
| Shellhammer, Steve | Qualcomm Incorporated |
| Stanley, Dorothy | Hewlett Packard Enterprise |
| Palm, Stephen | Broadcom |
| Montemurro, Mike | Huawei Technologies Co., Ltd |
| Carney, William | Sony |
| Bahn, Christy | IEEE-SA |

End of Document