Wireless Chairs Standing Committee

Joint 11/15 Executive Committee

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| Project | Wireless Chairs Standing Committee | |
| Title | Meeting Minutes for November 2nd, 2022 | |
| Date Submitted | November 8th, 2022 | |
| Source | Stephen McCann  Huawei Technologies Co., Ltd | E-mail: [stephen.mccann@ieee.org](mailto: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 November 2nd, 2022, 15:00 Eastern Time (ET)**

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

1. **Call to order**: Meeting called to order at 15:04 ET

* **Chair**: Dorothy Stanley
* **Recording Secretary**: Stephen McCann

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-22-0220-00-WCSG-2022-11-02-wireless-chairs-teleconference-agenda.docx>

Chair: Please remember to look at the operations manual as mentioned in the agenda.

* **Move to approve the agenda:**
  + Moved: Jon Rosdahl, 2nd: Clint Powell
  + No objection to approving by unanimous consent.
* **Consider actions from the last meeting October 5th 2022:**
  + **Action**: Jon Rosdahl to prepare a motion to consider a schedule of potential meetings in 2025 during the November meeting. **Outstanding**
* **Move to approve the minutes for October 5th 2022 – 802 EC-22/211r0:**
* <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0211-00-WCSG-minutes-october-5-2022.docx>
  + Moved: Stephen McCann, 2nd: Stuart Kerry
  + No objection to approving by unanimous consent.

1. **Frequency Table**

* <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0208-00-WCSG-update-on-ieee-802-wireless-standards-table-of-frequency-ranges.pptx>
* This was reviewed on the previous call (October 5th 2022).
* The final version still has to be uploaded to the mentor document server.

1. **IEEE 802.18**

* Presented by Edward Au.
* mmWave ad-hoc chair - stepped down in late October 2022. No one is stepping up yet. The call for nomination is extended to 17 November 2022.
* ITU-R submission to Working Party 5A is under EC ballot, which is scheduled to close this Friday. Appreciate all voting members who are yet to vote to cast their votes.
* 3 more IEEE 802 submissions are under preparation (Norway Nkom on frequency management towards 2030, India TRAI on AI and Big Data, Australia ACMA on LIPD)
* IEEE GEPS seminar, a success and thanks to Dorothy, Hassan, and Alan for their participation.
* Chair: Thank you for all your work with these submissions.
* No questions.

1. **Financial Report**

<https://mentor.ieee.org/802-ec/dcn/22/ec-22-0205-01-WCSG-wireless-treasurer-report-november-2022.pptx>

* This is the November 2022 report that has now been updated for this meeting.
* The values are correct to October 31st, 2022.
* There were 495 registrations at the September 2022 meeting.
* The expected fees may need to increase to cover mixed mode expenses.
* On slide #13, this is referring to January 2023, not January 2022. The expectation is 500 participants. The registration fees are currently expected to be: early bird US$700, standard US$900 and late US$1100.
* Q: (802.1 executive secretary): Do the numbers include the 802.1 attendees?
* A: Yes, the expectation is to have 30 people from 802.1.
* Q: Regarding people from China, I think they may not want to travel to the January 2023 meeting, as they would then spend Chinese New Year in (Covid-19) quarantine upon their return home.
* C: It looks as some of the figures on slide #13, have not been updated correctly.
* Chair: What is the status of the contract with the January 2023 Hilton hotel? I’d like to be able to do some award presentations there.
* A: The contract is with IEEE legal at the moment. It should be completed next week. In addition, there has been a site visit to the hotel and some issues are currently being ironed out.
* Q: What are the registration date cut-offs?
* A: Early bird: December 9th and standard: January 6th
* **Move to approve Session fees for the 2023 January 802 Wireless Mixed-mode Interim, Hilton Baltimore, Baltimore, MD,**
* **as $700/$900/$1100 for any in-person or virtual attendee.**
* **Registration Target to open Nov 15, 2022**
* **Rate Changes are Early-bird until Dec 9; Standard until Jan 6, 2023.**
* **Refund Schedule: Full until Dec 9, $150 fee until Jan 6, and no refund after Jan 6, 2023.**
  + Q: What about a refund statement.
  + A: I shall add one.
    - Moved: Jon Rosdahl, 2nd: Stephen McCann
    - Result: 6/0/0 (WCSC treasury) [Motion passes]

1. **Future Wireless Interim**

* <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0001-11-WCSG-ieee-802wcsc-meeting-venue-manager-report-2022.pptx>
* There will be some updated information at the November 2022 Plenary.
* The hotel discount will be re-introduced for the September 2023 meeting (if not earlier)
* For the July 2022 Montreal meeting, several people did not stay at the venue hotel. Therefore to offset potential attrition penalties, a hotel venue discount will be re-introduced, as there used to be prior to the Covid-19 pandemic. The discount encourages people to stay at the venue hotel.

1. **Interim Venue Summary**

* Jan 15-20, 2023 Hilton Baltimore Inner Harbor
* May 14-19, 2023 – Rescheduled Hilton Orlando Lake Buena Vista March 2022, Contract executed in May 2022, in the repository
* November 10-15, 2023 Atlanta Buckhead – Contract executed, in repository
* Jan 14-20 2024 – Panama Hilton - Contract executed, in repository
* May 2024 – Planned reschedule of 2022-05 Marriott Warsaw
* Sept 8-13, 2024 Hilton Waikoloa Village – Contract executed, in repository
* January 2025
* May 2025 - Planned Asia venue
* Sept 9-14, 2025 Hilton Waikoloa Village - Contract executed, in repository
* January 2026
* May 2026
* Sept 8-13, 2026 Hilton Waikoloa Village - Contract executed, in repository

1. **IEEE 802.19**
   * Presented by Steve Shellhammer
   * The 802.19 ballot on the approval of the 802.15.3mb Coexistence Assessment (CA) document passed. Five comments were received and forwarded to the 802.15 WG.
   * The 802.19 ballot on the approval of the 802.15.7a Coexistence Assessment (CA) document passed. Two comments were received and forwarded to the 802.15 WG.
   * No questions
2. **IEEE 802.24**

* Presented by Tim Godfrey
* < <https://mentor.ieee.org/802.24/dcn/22/24-22-0018-00-0000-november-2022-plenary-meeting-presentation.pptx>>
* No questions

1. **AoB**

**Future Meetings**

* The next meetings are:
* 2022-11-13 Sunday 16:00 ICT (Indochina Time) in Bangkok 1.5 hrs
* 2022-12-14 Wednesday 15:00 ET 2 hrs
* 2023-01-15 Sunday 16:00 ET in Baltimore 1.5 hrs

**Travel to Bangkok**

* Please bring a mask with you, as it appears that Bangkok airport still requires a mask.
* Also bring your printed boarding pass for arrival. It may be checked by immigration to verify the airline that you have arrived on.
* Q: Is there a visa fee upon arrival?
* A: Not as we know.

**November 2022 Plenary Tutorials**

* Q: For the November 2022 tutorials, does information need to go to John D’Ambrosia?
* A: Yes, if you have November 2022 tutorial material, please send it to John. If you do not send material, the tutorial will probably be cancelled.

1. **Adjourn**

* No objection to adjourning
* Adjourned at 16:37 ET

**Annex A: Attendance & Affiliation**

| **Name** | **Affiliation** |
| --- | --- |
| Chaplin, Clint | Samsung Research America |
| Godfrey, Tim | Electric Power Research Institute, Inc. (EPRI) |
| Kerry, Stuart | OK-Brit; Self |
| McCann, Stephen | Huawei Technologies Co., Ltd |
| Powell, Clint | Meta |
| Rolfe, Benjamin | Blind Creek Associates |
| Rosdahl, Jon | Qualcomm Technologies, Inc. |
| Stanley, Dorothy | Hewlett Packard Enterprise |
| Au, Edward | Huawei Technologies Co., Ltd |
| Petrick, Al | Skyworks |
| Slykhouse, Dawn | Face to Face Events |
| Christy Bahn | IEEE Staff |
| Steve Shellhammer | Qualcomm |
| Ann Krieger | US DoD |
| Baykas, Tuncer | Ofinno |
| Ronmark, Lisa | Face to Face Events |
| Kehrer, Stephen | Hirschmann |
| Palm, Stephen | Broadcom |
| Levy, Joseph | InterDigital |

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