Wireless Chairs Standing Committee

Joint 11/15 Executive Committee

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| Project | Wireless Chairs Standing Committee |
| Title | Meeting Minutes for November 13th, 2022  |
| Date Submitted | November 15th, 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 November 13th, 2022, 16:00 Indochina Time (ICT)**

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

1. **Call to order**: Meeting called to order at 16:06 ICT
* **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-22-0221-00-WCSG-2022-11-13-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: Ben Rolfe, 2nd: Clint Powell
	+ No objection to approving by unanimous consent.
* **Consider actions from the last meeting November 2nd 2022:**
	+ **Action**: Jon Rosdahl to prepare a motion to consider a schedule of potential meetings in 2025 during the January 2023 meeting. **Outstanding**
* **Move to approve the minutes for November 2nd 2022 – 802 EC-22/222r0:**
* <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0222-00-WCSG-minutes-november-2-2022.docx>
	+ Moved: Stephen McCann, 2nd: Ben Rolfe
	+ 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>
* There will be an update by the end of the week.
* **Action**: December 14th (Edward Au)
1. **Review and consider approval of updated WCSC Operations Manual:**
* **Move to approve the WCSC Operations Manual document in**: <https://mentor.ieee.org/802-ec/dcn/20/ec-20-0187-04-WCSG-wc-sc-operations-manual.docx>
* The chair presented the changes within this update.
	+ Moved: Jon Rosdahl, Seconded: Clint Powell
	+ C: regarding the term within the document, if we want to update it, perhaps this should be in early 2023, so that there is a new document number.
	+ No objection to approving by unanimous consent (11 wireless officers present).
	+ The clean version of this document is available as: <https://mentor.ieee.org/802-ec/dcn/20/ec-20-0187-05-WCSG-wc-sc-operations-manual.docx>
1. **IEEE 802.18**
* Presented by Edward Au.
* <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0212-02-00EC-ieee-802-regulatory-report-and-plans-for-2022-november-plenary.pdf>
* There will be a motion in the EC closing plenary regarding a submission in response to the India’s TRAI consultation.
* Q: The ad-hoc chair does not need confirmation in this group.
* A: Yes, the confirmation is within IEEE 802.18.
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.
* The shipping costs are missing from slide #4 that needs to be corrected. In addition, the networking charge on slide #6 may be adjusted.
* The treasury is currently in good shape.
* Q: There is no hotel discount for January 2023. Is this a problem?
* A: No, I think its ok. We have decided to wait until more people can travel before reconsidering this. Remember that remote attendees then need to pay the extra $300 because they are not attending in person.
* Q: On page #13, the date of Jan 11 is incorrect. It should be Jan 15-20.
* A: Yes, that is correct
1. **Future Wireless Interims**
* <https://mentor.ieee.org/802-ec/dcn/22/ec-22-0001-12-WCSG-ieee-802wcsc-meeting-venue-manager-report-2022.pptx>
* Unfortunately, the January 2023 (Baltimore) contract has not been signed as of yet. Hopefully, this can be sorted out later this week. Therefore the opening of the January 2023 registration page will be delayed.
* Chair: Let’s keep the early bird dates as they are for now.
* Regarding the May 2023 meeting in Lake Buena Vista, Orlando, USA, they are some details to iron out at the moment.
* On the December WCSC meeting, there will be a motion to approve a site visit and registration fees for the May 2023 meeting.
* Hopefully the fees should be lower than those on slide #9.
* Regarding the September 2023 meeting on slide #10, these figures need to be revised as these were calculated before the pandemic.
* Regarding January 2025 in Japan, this is slowly moving forward.
* Q: Do you know the 3 possible cities in Japan that are being considered?
* A: Not at the moment.
* Chair: I would like to thank Jon Rosdahl for his work with these arrangements.
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 current activities are:
* The 802.19 ballot on the approval of the 802.15.3mb Coexistence Assessment (CA) document passed.
* The 802.19 ballot on the approval of the 802.15.7a Coexistence Assessment (CA) document passed.
	+ No questions
1. **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:
* 2022-12-14 Wednesday 15:00 ET 2 hrs
* 2023-01-15 Sunday 16:00 ET in Baltimore 1.5 hr
1. **Adjourn**
* No objection to adjourning
* Adjourned at 17:06 ICT

**Annex A: Attendance & Affiliation**

| **Name** | **Affiliation** |
| --- | --- |
| Chaplin, Clint | Samsung Research America |
| Godfrey, Tim | Electric Power Research Institute, Inc. (EPRI) |
| 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 |
| Bahn, Christy | IEEE Staff |
| Steve Shellhammer | Qualcomm |
| Stacey, Robert | Intel |
| Das, Subir | Peraton Labs |
| Beecher, Phil | WiSun |
| Hyeong Ho Lee | Netvision |
| Gilb, James | General Atomics Aeronautical Systems, Inc. and University of San Diego |
| Shoichi, Kitazawa | Muroran IT |

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