Wireless Chairs Standing Committee

Joint 11/15 Executive Committee

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| Project | Wireless Chairs Standing Committee | |
| Title | Meeting Minutes for July 9th, 2023 | |
| Date Submitted | August 23rd, 2023 | |
| 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

**Sunday July 9th, 2023, 16:00 CEST**

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

1. **Call to order**: Meeting called to order at 16:02 CEST

* **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/23/ec-23-0120-01-WCSG-2023-07-09-wireless-chairs-sc-meeting-agenda.docx>

* **Move to approve the agenda:**
  + Moved: Stuart Kerry, 2nd: Clint Powell
  + No objection to approving by unanimous consent.
* **Consider actions from the last WCSC meeting May 14th 2023:**
  + None
* **Move to approve the minutes for May 14th 2023:**
* <https://mentor.ieee.org/802-ec/dcn/23/ec-23-0108-01-WCSG-minutes-may-14-2023.docx>
  + Moved: Stephen McCann, 2nd: Jon Rosdahl
  + No objection to approving by unanimous consent.

1. **IEEE 802.18**

* Presented by Edward Au
* Thank you for the support from 802.11 and 802.15.
* It will be a busy week for 802.18 and there is a full agenda.
* Please see document 18-23-0060r5 for further information.
* No questions.

1. **IEEE 802.19**
   * Presented by Tuncer Baykas
   * Please see document 19-23-0013r0 for further information.
   * No questions.
2. **IEEE 802.24**
   * Presented by Ben Rolfe

* There will be 2 slots during this July plenary meeting.
* Please see document 24-23-0016r4 for further information.
  + No questions

1. **July 2023 meeting**

* The registration report shows 960 people who have registered for this plenary.
* The data also shows that the in-person attendance is back to the pre-pandemic levels.
* Remember that there is a registration fee for this meeting.
* Do not connect to the audio when you are using Webex in the meeting rooms.
* During this meeting, there is a separate 6 GHz WPA3 Wi-Fi network.
* There is a social this week in the hotel on Wednesday evening. This is a summer barbeque (Sommerfest) style event outside by the river.
* The next plenary will be in Hawaii, November 2023 and the next interim is in Atlanta, September 2023.
* C: Note that if there are issues with the AV, please contact face-to-face, as the AV is being organized by the hotel this time.
* C: There are some changes to the AV, especially selecting “creston” for the AV unit.

1. **Financial Report**

<https://mentor.ieee.org/802-ec/dcn/23/ec-23-0003-05-WCSG-wireless-treasurer-report-2023.pptx>

* These are the accounts to June 30th, 2023.
* There has been an excellent response with regards to the registration for the September 2023 interim meeting. There are 605 people who have already registered, with 273 in-person.
* There was a small loss from the Orlando meeting, including an attrition charge for the Hilton hotel, which has not happened before.
* Please remember that everyone in the meetings should have registered. There are 11 people who are now deadbeats.
* There are two slides that need to be corrected before the report can be posted.
* C: On the website, the cancellation date for the September 2023, appears to be March 31st.
* C: Ok, this will be checked.
* C: Please note that the microphones in the rooms are very directional.
* Q: When will you post r5 of this document.
* A: Once the 2 errors are fixed. Post meeting update: the r5 is available, <https://mentor.ieee.org/802-ec/dcn/23/ec-23-0003-05-WCSG-wireless-treasurer-report-2023.pptx>
* Q: Can you remind the chairs what the 3 new audio settings are for this meeting.
* A: Yes, this will be arranged.

1. **Format of 2024 Wireless Interim sessions**

* This item is to discuss whether the interim sessions next year should be mixed-mode or in person only.
* **Motion: Hold the 2024 Wireless Interim sessions in mixed mode (in-person and electronic)**
  + Moved: Tuncer Baykas, 2nd: Ann Krieger
  + No objection to approving by unanimous consent.
  + [Voters - WC standing committees (WG and TAGs chairs, vice-chairs and secretaries)] [13 present]
* C: I think that if we move to fully in person, we may lose some expertise.
* C: I support mixed-mode for another year.
* C: 1 more year makes more sense. Perhaps some change in the registration fees could be considered.
* C: Mixed mode still supports people who cannot travel or/and may have visa issues.
* C: Mixed mode helps some companies with their financial resources. The in-person numbers are still growing and not the remote numbers.
* C: I like to see a diverse group of people attending these meetings in person. Mixed mode helps and this should be maintained. I also think that this meeting should be in synchronization with the decisions of the IEEE 802 EC.
* C: I also know of several companies that only allow their employees to attend remotely. Therefore, it may be difficult to take it away. However, I think mentoring of younger people is essential and only in-person meetings can achieve that.
* C: The people who attend know the benefits of being at the meeting in-person. However, I wonder if those who are remote, realize that they are missing this important aspect.
* C: I think one of the benefits of IEEE 802 is having a large community that interact personally. People who are remote miss this aspect. I would also want to consider changing the voting rights to be for those who attend in-person only.
* C: In person attendance is essential for establishing new groups.
* C: There also been an impact on the IEEE 802 budgets, especially regarding the hotel room blocks. The people who do not travel benefit from that cost saving. So this should be also considered.

1. **Future Venues**

* 2023 Atlanta Buckhead: Registration is open.
* 2024 Hilton Panama: All contracts are in place.
* 2024 Marriott Warsaw: Discussions are ongoing with the hotel and the meeting organizer. Meeting Events is the supporting meeting organizer.
* 2024 Hilton Waikoloa: All contracts are in place.
* 2025 Kobe: A site visit has occurred and the venue appears to be ok. The facility is good. Meeting Events will be the supporting meeting organizer.
* 2025 May: An RFP has been arranged but has not yet been sent.
* C: At the moment, the venue calendar is being filled for 3 years ahead.

1. **September 2023 session**

* Nothing more to add than the agenda notes.

1. **IEEE 802 Wireless Opening plenary (September 2023)**

* Wireless Interim Opening meeting September 10th at 8AM ET, 1 hour.
  1. Status reports on each WG/TAG.
  2. Q&A time on WG/TAG topics, general topics.
* No questions

1. **AoB**

* C: I would like to mention that the IEEE 802.18 secretary Amelia Andersdotter has stepped down. Can a certificate be arranged with the IEEE-SA?
* C: This question will be dealt with by Christy Bahn.
* Chair: We would like to acknowledge all the work that Amelia did in IEEE 802.18.
* The dates of the next WCSC meetings are:
* 2023-09-10 Sunday 16:00 ET in Atlanta 1.5 hours
* 2023-10-11 Wednesday 15:00 ET teleconference 1.5 hours

1. **Adjourn**

* No objection to adjourning.
* Adjourned at 17:32 CEST

**Annex A: Attendance & Affiliation**

| **Name** | **Affiliation** |
| --- | --- |
| Chaplin, Clint | Samsung Research America |
| Petrick, Al | Skyworks |
| Powell, Clint | HID |
| Rolfe, Benjamin | Blind Creek Associates |
| Rosdahl, Jon | Qualcomm Technologies, Inc. |
| Stanley, Dorothy | Hewlett Packard Enterprise |
| McCann, Stephen | Huawei Technologies Co., Ltd |
| Stacey, Robert | Intel |
| Kerry, Stuart | OK-Brit; Self |
| Slykhouse, Dawn | Face to Face Events |
| Baykas, Tuncer | Ofinno |
| Hamilton, Mark | Commscope |
| Thomas Almholt | TI |
| Levy, Joseph | InterDigital |
| Bahn, Christy | IEEE Staff |
| Das, Subir | Peraton Labs |
| Yee, Peter | Akalya |
| Leo, Montreuil | Broadcom |
| Gilb, James | General Atomics Aeronautical Systems, Inc. |
| Anil, Maguluri | Synaptics |
| Godfrey, Tim | Electric Power Research Institute, Inc. (EPRI) |
| Mano, Hiroshi | Koden TI |
| Krieger, Ann | DoD |
| Stuebing, Gary | Cisco |
| Yufit, Alex | CEVA DSP |
| Beecher, Phil | Wi-Sun |
| Edward, Au | Huawei Technologies Co., Ltd |
| Azin Neishboori | GM |
| Nikolich, Paul | Self |
| Alfvin, Rick | Linespeed |
| Sharma, Vesh | Intel |

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