Wireless Chairs Standing Committee

Joint 11/15 Executive Committee

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| Project | Wireless Chairs Standing Committee | |
| Title | Meeting Minutes for December 13th, 2023 | |
| Date Submitted | January 11th, 2024 | |
| 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

ECJT: Executive Committee Joint Treasury

Q: Question

**Wednesday December 13th, 2023, 15:00 ET**

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

1. **Call to order**: Meeting called to order at 15:02 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**
3. <https://mentor.ieee.org/802-ec/dcn/23/ec-23-0233-00-WCSG-2023-12-13-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 November 12th, 2023:**
  + None
* **Move to approve the minutes for November 12th, 2023:**
* <https://mentor.ieee.org/802-ec/dcn/23/ec-23-0232-00-WCSG-minutes-november-12-2023.docx>
  + Moved: Stephen McCann, 2nd: Clint Powell
  + No objection to approving by unanimous consent.

1. **IEEE 802.18**

* Presented by Edward Au
* The group has 2 responses for the IEEE 802 Executive Committee (EC) to approve:
  + RSPG (Radio Spectrum Policy Group): currently under letter ballot
  + NTIA (National Telecommunications and Information Administration): participants are working on this, December 15th is the deadline for 802.18 to approve comments, before forwarding to the 802 EC for their consideration.
* For the January 2024 interim, the opening meeting will be moved to Wednesday AM1.
* Q: Will the special guest require a fee waiver?
* A: No, not this time

1. **IEEE 802.19**
   * There have not been any coexistence assessment documents recently. The 802.19.3 PAR was approved by the 802 EC in November and work on the project will start soon.
   * Q: Will the new task group have any activities in January 2024?
   * A: I think so.
   * C: Until the IEEE SA Standards Board approves the project, resulting in approval to form a task group, you shouldn’t be doing any work as a task group. The study group can remain active.
   * C: I don’t think that there will be many technical contributions.
2. **IEEE 802.24**
   * The original smart grid white paper is 10 years old next year and will require an update to avoid it being deprecated.
   * The group will have 2 meetings in January, during Tuesday and Wednesday PM2.
   * No questions.
3. **IEEE 802.15**
   * Presented by Clint Powell
   * The new tools for the working group are progressing. The next stage is to update the voting rights calculator with some extra features. It may be necessary to increase the budget for the undergraduate student who has been working on the tool.
   * Chair: perhaps we can have a budget motion in January about the extra money for the student doing the work.
   * No questions.
4. **IEEE 802.11**
   * There were two new groups that met at the November interim:
     1. TGbn
     2. Integrated MilliMeter Wave (IMMW) Study Group
   * The group will trial Direct Vote live in January 2024, but only for motions at the working group level.
   * No questions.
5. **January 2024 registration update**

* Registration for the January 2024 interim has slowed down, now that the early bird cut-off has passed. The Hilton hotel is now fully booked.
* At the moment we have 224 in person and 286 remote registrations.
* No questions.

1. **Venue Manager Report**

<https://mentor.ieee.org/802-ec/dcn/23/ec-23-0001-08-WCSG-ieee-802wcsc-meeting-venue-manager-report-2023.pptx>

* Slide #3 shows a recap of 802 EC decisions from the November plenary.
* Slide #4 is the current plenary calendar
* Slide #5 is a recap of 802 wireless decisions from November plenary
* Slide #6 is the current interim calendar
* 2 motions to formalize the decision from November:
  + **Motion: Approve the location of the 2025 May IEEE 802W Interim to be held at the Hilton Prague, Prague, Czech Republic.**
    - Moved: Jon Rosdahl. Second: Ann Krieger
    - Result: Unanimous consent - 8 Executive Committee of the Joint Treasury (ECJT) voters
  + **Motion: Approve the location of the 2027 September IEEE 802W Interim to be held at the Grand Hyatt Atlanta, Buckhead, GA.**
    - Moved: Jon Rosdahl, Second: Clint Powell
    - Result: Unanimous consent - 8 ECJT voters
* Chair: Thanks to MTG Events and Face to Face Events for their help with their venue research.
* Regarding Warsaw in May 2024, there may be a small loss, but this should not be a problem for the treasury.
* The registration fees are fixed for the 3 interims in 2024.
* Slide #11 currently shows a loss for the September 2024 Waikoloa (HI) meeting, but this loss will probably reduce as we get updated estimates closer to the time of the session.
* Slides #13 - #26 show future venue options from MTG Events
* Slides #27 - #40 show future venue options from Face to Face Events
* C: Hopefully we can formalize some decisions in January 2024.
* Q: Between Vancouver (BC) and Victoria (BC), is there a ferry?
* A: Yes. And you can also travel by ferry to Victoria (BC) from Seattle (WA).
* C: It may be nice to have a summary of all this information for each WG.
* C: The future venue slides includes some of this information from the meeting organizers.
* Chair: I would like to note that the future venues still seem to be North America centric, except perhaps for 2025.
* C: The Standards Association wishes to be more international, I think it is critical to distribute meetings around the world, adopting an Asia/America/Europe rotating model. We need to share the travel load across the membership.
* C: The topic of geographic distribution of session locations was considered in the 2012 timeframe and that’s how we came up with the current set of requirements, alternating Europe and Asia venues.

1. **Financial Report**

<https://mentor.ieee.org/802-ec/dcn/23/ec-23-0003-08-WCSG-wireless-treasurer-report-2023.pptx>

* This is the state of the joint treasury to December 2nd, 2023.
* The deadbeat list has been updated to December 7th, 2023 (slide #17)
* Chair: this looks good, as the attendance appears to be holding steady around 550.
* No questions.

1. **January 2024 session**

* No one (at the moment) has any requests for any registration fee waivers.
* Q: How are these individuals normally recorded?
* Chair: The list of WG chair designated experts must be recorded in the WG minutes. See 11-23-1706r2 slide #11 as an example.

1. **AoB**

* **WCSC Meetings**
* The dates of the next WCSC meetings are:
  + 2024-01-14 – Sunday 4PM in Panama City, Panama 1.5 hours
  + 2024-02-13– Wednesday February 14 3PM Eastern 1.5 hours
  + 2024-03-10 – Sunday 4PM in Denver 1.5 hours
* Chair: Happy Holidays to you all and see you in the new year.

1. **Adjourn**

* No objection to adjourning.
* Adjourned at 16:24 ET.

**Annex A: Attendance & Affiliation**

| **Name** | **Affiliation** |
| --- | --- |
| Powell, Clint | HID |
| Rolfe, Benjamin | Blind Creek Associates |
| Rosdahl, Jon | Qualcomm Technologies, Inc. |
| McCann, Stephen | Huawei Technologies Co., Ltd |
| Stacey, Robert | Intel |
| Krieger, Ann | DoD |
| Beecher, Phil | Wi-SUN Alliance |
| Au, Edward | Huawei Technologies Co., Ltd |
| Archer, Sara | MTG Events |
| Chaplin, Sam | Samsung Research America |
| Godfrey, Tim | Electric Power Research Institute, Inc. (EPRI) |
| Slykhouse, Dawn | Face to Face Events |
| Nikolich, Paul | Various |
| Stanley, Dorothy | HPE |
| Levy, Joseph | InterDigital |
| Bahn, Christy | IEEE Staff |
| Kerry, Stuart | Self, OK-Brit |
| Yee, Peter | Akalya |
| Branik, Daniel | MTG events |
| Shellhammer, Steve | Qualcomm |
| Alfvin, Rick | Linespeed |
| Ronmark, Lisa | Face to Face Events |
| Williams, Stephanie | Face to Face Events |

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