**IEEE P802.15**

**Wireless Personal Area Networks**

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| Project | IEEE P802.15 Working Group for Wireless Personal Area Networks (WPANs) |
| Title | **TG4s Teleconference Minutes for March 2016** |
| Date Submitted | [15 March, 2016] |
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| Re: |  |
| Abstract | [Meeting notes of TG4s teleconference held on 16th February and 1st March 2016, before March F2F Meeting.] |
| Purpose | [Meeting Minutes] |
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**IEEE 802.15 TG4s Teleconference**

**Tuesday 16th February, 2016**

**Chair: Shoichi Kitazawa**

The TG4s chair called the meeting to order at 21:00ET (10:00JST).

There were 3 attendees. Attendees are listed below.

The chair presented TG4s Teleconference Opening Information for March 2016 (15-16-0155-00) and pointed out patent policy and other guidelines (Slide3-6).

The chair presented the agenda.

* Call for essential patents and policies & procedures reminder
* Review revised version of Technical Guidance Document
* Draft document
* Plan for March meeting
* AOB

The agenda approved by unanimous consent.

**Hearing of the draft contribution**

The group heard the presentation about the proposal of SRM service primitives for Technical Guidance Document, which is based off of the MAC commands proposed in the last meeting. It was agreed to discuss it in the meeting.

**Plan for March meeting**

The chair proposed the meeting schedule in March meeting, which was acknowledged by the group.

The chair adjourned the meeting at 21:59ET (10:59JST).

**Attendees**

|  |  |  |
| --- | --- | --- |
|  | **Name**  | **Affiliation**  |
| 1  | Shoichi Kitazawa | ATR |
| 2 | Shusaku Shimada | Schubiquist Technologies Guild |
| 3 | Hidetoshi Yokota | Landis+Gyr Japan |

**Contributions**

* + TG4s Teleconference Opening Information for March 2016 (15-16-0155-00)
	+ Proposal of SRM service primitives for Technical Guidance Document (15-16-128-00)

**IEEE 802.15 TG4s Teleconference**

**Tuesday 1st March, 2016**

**Chair: Shoichi Kitazawa**

The TG4s chair called the meeting to order at 21:00ET (10:00JST).

There were 3 attendees. Attendees are listed below.

The chair presented TG4s Teleconference Opening Information for March 2016 (15-16-0155-00) and pointed out patent policy and other guidelines (Slide3-6).

The chair presented the agenda.

* Call for essential patents and policies & procedures reminder
* Review revised version of Technical Guidance Document
* Draft document
* Plan for March meeting
* AOB

The agenda approved by unanimous consent.

**Update of TGD and Draft documents**

The group reviewed the revised TG4s Technical Guidance Document and Draft document based on the outcome in the last meeting, where SRM MAC Commands were proposed and agreed upon, and confirmed the discussion points for March meeting.

**Plan for March meeting**

The chair presented the TG4s March meeting agenda. There are three meeting slots during the week with one slot’s time change due to the chair’s time constraint.

The meeting objectives are:

* Discussion of SRM Service primitives,
* Revision of TGD based on the outcome of the last meeting.
* Update of Draft document according to the revised TGD.
* Start comment collection.

The chair adjourned the meeting at 21:45ET (10:45JST).

**Attendees**

|  |  |  |
| --- | --- | --- |
|  | **Name**  | **Affiliation**  |
| 1  | Shoichi Kitazawa | ATR |
| 2 | Shusaku Shimada | Schubiquist Technologies Guild |
| 3 | Hidetoshi Yokota | Landis+Gyr Japan |

**Contributions**

* + TG4s Teleconference Opening Information for March 2016 (15-16-0155-00)
	+ TG4s March 2016 Agenda (15-16-167-00)
	+ TG4s Technical Guidance Document (15-14-0555-11)