**IEEE P802.15**

**Wireless Personal Area Networks**

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| Project | IEEE P802.15 Working Group for Wireless Personal Area Networks (WPANs) |
| Title | TG3e July 2016 Meeting Minutes |
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| Re: |  |
| Abstract | This document provides TG3e July 2016 Meeting Minutes. |
| Purpose | Meeting Minutes |
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**TG3e July 2016 Meeting Minutes**

The TG3e meetings were held on 25-28 July 2016 at Manchester Grand Hyatt San Diego.

### <<Meeting #1 Mon PM2>>

* Meeting was called to order at 16:00.
* The patent policy was mentioned and no patent contributions were discussed.
* Approval of meeting minutes from the last meetings (15-16-0390r00).
	+ Approved with unanimous consent.
* Approval of the agenda for this week
	+ The TG motion to start sponsor ballot was moved from Thu PM2 to Tue AM2 meeting.
	+ Revised agenda, 15-16-0472r02, was approved with unanimous consent.
* Status overview
	+ Timeline were reviewed.
		- 7/29 EC approval to start the sponsor ballot
		- 7/29 – 8/27 Initial sponsor ballot (SB)
		- 9/12 – 9/16 September meetings motion to start the recirculation SB
		- 9/16 - 9/26 1st recirculation SB
		- 10/16 - 10/26 2nd recirculation SB
		- 11/15 - 11/25 3rd recirculation SB
		- Fastest plan: If we can submit to RevCom in 10/16 publication would be 1/5/2017.
	+ Check and prepare draft for the Sponsor Ballot (SB)
		- MEC recommendation.
			* Abstract and keywords shall be modified before the final recirculation sponsor ballot.
		- SB motion package slides
* Recess at 17:00.

### <<Meeting #2, Tue AM2>>

* Meeting was called to order at 10:30.
* The patent policy was mentioned and no patent contributions were discussed.
* Motion for BRC for sponsor ballot:
	+ *Move that 802.15.3e TG approve the formation of a Ballot Resolution Committee (BRC) for the Sponsor balloting of the P802.15.3e\_D04 with the following membership: Andrew Estrada (Chair), Ko Togashi, Itaru Maekawa, Jae Seung Lee, Keitarou Kondou, Keiji Akiyama, and Ken Hiraga. The 802.15.3e BRC is authorized to approve comment resolutions and to approve the start of recirculation ballots of the revised draft on behalf of the 802.15 WG. Comment resolution on recirculation ballots between sessions will be conducted via reflector email and via teleconferences announced to the reflector as per the LMSC 802 WG P&P*
	+ Moved by Thomas Kürner, seconded by Ko Togashi, approved by unanimous consent.
* Teleconferences schedule
	+ 2 calls between July and September sessions
* Motion for sponsor ballot:
	+ *The Task Group requests that 802.15 reviews and approves the CSD [15-14-0716-07-003e] and requests unconditional approval from the EC to submit P802.15.3e\_D04 to Sponsor Ballot.*
	+ Moved by Thomas Kürner, seconded by Ryuji Kohno, approved with y/n/a = 12/0/0.
* AOB? – None.
* Recess at 10:40.

### <<Meeting #3,#4 Wed PM1,2>>

* Meeting was called to order at 13:30.
* The patent policy was mentioned and no patent contributions were discussed.
* Modified agenda 15-16-0472r03 was approved, by unanimous consent.
* Preparation of the draft
	+ Check equation brackets
	+ Check section II of MEC recommendations
	+ Check for changes relative to official rollup 802.15.3-2016 publication
		- Official rollup 802.15.3-2016 has been published this week.
* Discussions on PICS (Protocol implementation conformance statement) proforma
* Estrada announced that Thu AM1 would start at 9:00.
* Recess at 17:00.

### <<Meeting #5, Thu AM1>>

* Meeting was called to order at 9:03.
* The patent policy was mentioned and no patent contributions were discussed.
* Preparation of the draft
	+ Status of the draft for staring the sponsor ballot was reviewed.
* Recess at 9:10.

### <<Meeting #6, Thu AM2>>

* Meeting was called to order at 10:30.
* The patent policy was mentioned and no patent contributions were discussed.
* Preparation of the draft
	+ Reviewed and modified the introduction the draft P802-15-3e\_D04.pdf for sponsor ballot, corrections needed had been completed.
* Review of the schedule to sponsor ballot
	+ Approval in EC meeting this 29 July.
	+ Starting of Initial sponsor ballot would be at 30 July.
* AOB? – None.
* Adjourned at 11:10.

### <<Tasks completed during the session>>

* Prepared Sponsor Ballot submission
* BRC members and teleconference schedule were approved
	+ Teleconference schedule:
		- Call 1: Wed, 31 Aug, 21:00 to 23:00 PDT
		Thur, 1 Sep 0-2EST, 5-7CET, 13-15JST/KST
		- Call 2: Wed, 7 Sep, 21:00 to 23:00 PDT
		Thur, 8 Sep 0-2EST, 5-7CET, 13-15JST/KST
* Approved motion to request approval to start Sponsor Ballot.

### <<Next steps>>

* Before September session at Warsaw.
	+ EC approval would be 29 July
	+ Initial sponsor ballot
	+ Comment resolutions