**IEEE P802.15**

**Wireless Personal Area Networks**

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| Project | IEEE P802.15 Working Group for Wireless Personal Area Networks (WPANs) |
| Title |  |
| Date Submitted | [14 November, 2016] |
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| Re: |  |
| Abstract | [IEEE 802.15 TG4s Minutes.] |
| Purpose | [Report progress to WG.] |
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**AGENDA IEEE 802.15 TG4s MEETING**

**105th IEEE 802.15 WPAN MEETING**

**Grand Hyatt San Antonio**

**San Antonio Texas, USA**

**Chair: Shoichi Kitazawa / Hidetoshi Yokota**

**MondayAM1 Session – 7 November, 2016**

The meeting was called to order at 8:00 by the TG4s vice chair, Hidetoshi Yokota, who chaired the sessions in this meeting, thus called “chair” hereinafter.

Chair presented IEEE PATENT POLICY--CALL FOR LOAs using TG4s Opening Information for November 2016 (15-16-779r0) and made a call for notification of essential patents. There were no responses in the meeting.

Chair presented TG4s November 2016 Agenda (15-16-737r0).

There was no discussion nor objection and the agenda was approved with unanimous consent.

Chair presented TG4s September 2016 Meeting Minutes (15-16-708r0) and TG4s BRC Teleconference Minutes for November 2016 (15-16-755r0).

There were no comments. The minutes approved with unanimous consent.

Chair presented TG4s Opening Information for November 2016 (15-16-779r0) and explained agenda item of the week and current contribution lists.

**Editing of Draft document**

The chair presented the updated Letter Ballot Consolidated Comments (15-16-596r6), where roughly the half of the comments were resolved. The group focused on the outstanding comments and resolved them.

Chair recessed at 10:30 until Wednesday AM1 session.

**WednesdayAM1 Session – 9 November, 2016**

The meeting was called to order at 8:00 by the TG4s vice chair.

**Editing of Draft document**

The group continued the comment resolution and resolved more. There was a comment that late comments were submitted in the letter ballot, which was not included in the comments sheet since it come after the due date. It, however, was agreed to include it in a separate sheet and handle the comment there.

Chair recessed at 9:30 until Thursday AM1 session.

**ThursdayAM1 Session – 10 November, 2016**

The meeting was called to order at 8:00 by the chair.

**Editing of Draft document**

Shusaku presented Shusaku presented “Prerequisite for 15.4s Comment Resolution of CID 67-69 concerning to TSCH” (15-16-846r0), which was well accepted by the group. There was a discussion about the “chunk” and Shusaku explained the detail of it.

Chair recessed at 9:00 until Thursday AM2 session.

**Thursday AM2 Session – 10 November, 2016**

The meeting was called to order at 10:30 by the chair.

**Editing of Draft document**

The group assigned all the comments to those who contributed to the content and reviewed several comments towards the resolution. The Consolidated Comments were updated (15-16-596r7) accordingly.

**TG Motion**

The Motion to request approval to reform TG4s BRC was moved and unanimously approved. The group agreed that the BRC will be held every Wed 11:00 JST for one hour starting from one week after November meeting before January meeting.

**Plan for January meeting**

The group confirmed that the TG4s has 4 slots in January meeting.

Chair moved the group to adjourn the meeting. There were no objections. The meeting adjourned at 12:30.

**Contributions**

* + TG4s November 2016 Agenda (15-16-737r0)
	+ TG4s Opening Information for November 2016 (15-16-779r0)
	+ TG4s September 2016 Meeting Minutes (15-16-708r0)
	+ TG4s BRC Teleconference Minutes for November 2016 (15-16-755r0)
	+ 802.15.4s Letter Ballot Consolidated Comments (15-16-596r6) and updated document (15-16-596r7)
	+ Prerequisite for 15.4s Comment Resolution of CID 67-69 concerning to TSCH (15-16-846r0)