Wireless Chairs Committee

Joint 11/15 Executive Committee

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| Project | Wireless Chairs Committee |
| Title | Meeting Minutes for January 6th, 2021  |
| Date Submitted | January 10th, 2021 |
| Source | Stephen McCannHuawei Technologies Co., Ltd |  E-mail: stephen.mccann@ieee.org |
| Re: | Meeting Minutes |
| Abstract |  |
| Purpose | Maintain Meeting Record |
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**Wednesday January 6th, 2021, 15:00 Eastern Standard Time (EST)**

**Wireless Chairs Committee (WCC) Meeting**

1. **Call to order**: Meeting called to order
* **Chair**: Dorothy Stanley
* **Recording Secretary**: Stephen McCann
* 13 voters present
1. **Policy and Procedure reminders**
* **<**<http://ieee802.org/sapolicies.shtml>>
* The chair read out the relevant policies and procedures
* No statements were made.
1. **Attendees**: Jon Rosdahl, Ben Rolfe*,* Clint Chaplin*,* Jay Holcomb*,* Rick Alfvin*,* Stephen McCann, Tim Godfrey*,* Dorothy Stanley, Pat Kinney*,* James Gilb*,* Clint Powell*,* Dawn Slykhouse*,* Steve Shellhammer*,* Subir Das*,* Jonathan Goldberg
2. **Review and approve agenda**
* <https://mentor.ieee.org/802-ec/dcn/20/ec-20-0254-01-WCSG-2021-01-06-wireless-chairs-teleconference-agenda.docx>
* **Move to approve the agenda:**
	+ Moved: Stephen McCann, 2nd: Pat Kinney
	+ No objection to approving by unanimous consent.
* **Minutes from the last meeting**:
* <https://mentor.ieee.org/802-ec/dcn/20/ec-20-0255-00-WCSG-minutes-december-09-2020.docx>
	+ No actions
* **Move to approve these minutes**
	+ Moved: Stephen McCann, 2nd: Rick Alfvin
	+ No objection to approving by unanimous consent.
1. **Financial Report**
* Jon Rosdahl presented the financial report:
* <https://mentor.ieee.org/802-ec/dcn/20/ec-20-0175-00-WCSG-wireless-treasurer-report-nov-2020-electronic-plenary.pptx>
* The bank account is currently $393,609.16 and these figures are as October 31st 2021.
* Question (Q): Is the $13.79 for registration ?
* Answer (A): No, it’s for Reg Online.
1. **Future Wireless Interim meetings**
* These are the planned future wireless interim meeting and venues
	+ May 9-14, 2021 Hilton Panama
		- To be confirmed. The WCSC will make a decision as to whether this will be online or face to face, at an early February 2021 meeting.
	+ Sept 12-17, 2021 Hilton Waikoloa Village
		- Contract executed, added to repository
	+ Jan 16-21, 2022 Hotel Irvine
		- Contract executed, added to repository
	+ May 15-20, 2022 Warsaw Marriott
		- Contract executed, in repository
	+ Sept 11-16, 2022 Hilton Waikoloa Village
		- Contract executed, added to repository
	+ Jan 15-20, 2023 Baltimore Marriott Waterfront
		- Contract executed, in repository
	+ May 2023
		- No update
	+ September 2023, Atlanta, Buckhead
		- A new contract is being negotiated at this time
	+ Jan 2024
		- No update
	+ May 2024
		- No update
	+ Sept 2024, Hilton Waikoloa Village
		- Contract executed, in repository
* The only update notes are for the future location opportunities themselves.
* There have been concerns from certain members about visas for certain countries. The meeting organizer is trying to provide as much lead times as possible.
* It’s still being decided as to whether the May 2021 will be virtual or face to face.
* Q: What does TBC mean
* A: It means that the contract still needs to be executed.
* Chair: a decision about the May 2021 meeting will be made in the February 3rd WC SC meeting. The March 2nd EC meeting will make a decision about the July 2021 meeting.
1. **Presentation: Future Venue Host - Stephen McCann**
* Document [ec-21-0001-future-venue-hosting.pptx](https://mentor.ieee.org/802-ec/dcn/21/ec-21-0001-00-WCSG-future-venue-hosting.pptx) was presented.
* Comment (C): The IEEE 802 EC chair is holding an IEEE 802 EC ad-hoc about future co-ordination and one of the issues is a hybrid (online and face-to-face) meeting. The minutes are available here: <https://mentor.ieee.org/802-ec/dcn/20/ec-20-0258-01-00EC-15dec2020-802-restructure-ad-hoc-meeting-notes.docx>. I think it will be very hard to manage and tricky to treat people equally.
* C: It’s possible to start charging members to access future teleconference meetings. Regarding hybrid meetings, I don’t think these are fair to all. I also think there are other Chinese companies interested in IEEE 802.15 technology that also have visa issues.
* C: Regarding hybrid meetings, this may work for one single group. However, for meetings occurring in different rooms in parallel, this becomes very difficult. The logistics would have to be carefully arranged and remember it must have fair and equal access for all.
* C: Over the winter holidays I received several emails which shared similar concerns to this presentation. In 2021, there is only 1 IEEE 802 meeting in the USA (Hawaii), so I don’t think 2021 is a issue. Going forward, hosted meetings would be great. In May 2023, there is an open venue preferably in Asia. It could be Osaka, as there is some sponsorship money available for this venue.
* C: These are the steps to changing an existing venue:
	1. Determine new venue
	2. Approve the new venue
	3. Cancel the old venue and change it
* With regard to the Irvine Hotel, CA, USA in January 2022, there is no penalty for cancelling up to October 2021, so I suggest that there is no rush in making a decision at the moment. Please remember that this hotel has been very kind to IEEE 802 in the past. The offer to host from Huawei is really appreciated. With regard to online meetings, income issues will have to be addressed at some point.
* C: I’m confused about hybrid meetings. I think there should be either online or face-to-face and not a mixture.
* Q: Is the primary consideration of a venue cost?
* A: No, there are several criteria. One is to rotate around the globe. If we went to the cheapest venues then we would alternate between Irvine, CA, USA and Waikoloa, HI, USA. Changing the venues around the globe also evens out flight costs for all the members.
* Q: So, if we have a meeting in region X, what other things need to be considered?
* A: For Asian venues, we need to consider room cost and also travel access criteria.
* C: Regarding the January 2022 meeting in Irvine, CA, USA, Face to Face are being kept up to date. The hotel is currently closed. Face to Face can work with Huawei to determine a back-up venue for the January 2022 meeting.
* C: Visa issues between countries come and go. Over the many years in standards development, many visa rules have changed.
* Chair: I would like to know if there is any cost to IEEE 802.11/15 of any work between Face to Face and Huawei. I think the IEEE 802.11/15 Meeting Venue Organizer should initially discuss a way forward with Huawei. To be clear, no cost decisions are being made at the moment.
* The straw polls within the presentation were not taken.
1. **802.18 – Regulatory issues**
* It is a standard agenda for this week and next
* BRAN and CEPT items may come up.
* There is a Canada consultation about the 6 GHz band. Also the UAE is looking at 6 GHz.
* The Multi stakeholders group are also looking at 6 GHz.
* There is an ad-hoc on 26th January 2021 for 802.18 and 802.19 to create a table of frequency bands, as mentioned in previous WC SC meetings.
1. **802.19 – Co-existence**
* No major updates this time
* Working with 802.18 on the frequency tables
* The rules on co-existence assessments has now been settled.
* The Second Recirculation on 802.19.3 closed earlier this week.
* No questions
1. **802.24 – Vertical Applications TAG**
* One session next week will continue to work on 3 whitepapers, although the group is struggling without face to face meetings.
* Also will consider other 802 activities, following the creation of an 802.16t activity creation. The IEEE 802 EC chair would like 802.24 to consider other 802 standards gaps.
* No questions
1. **AoB**
* **The future WC SC meetings are planned to be on**
* 2021-02-03 Wednesday 15:00 ET for 1.5 hrs
* 2021-03-03 Wednesday 15:00 ET for 1.5 hrs
* 2021-04-07 Wednesday 15:00 ET for 1.5 hrs
1. **Adjournment**
* No objection to adjourning
* Adjourned at 16:03 EST

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