Wireless Chairs Standing Committee

Joint 11/15 Executive Committee

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| Project | Wireless Chairs Standing Committee |
| Title | Meeting Minutes for March 3rd, 2021  |
| Date Submitted | March 12th, 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 March 3rd, 2021, 15:00 Eastern Standard Time (EST)**

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

1. **Call to order**: Meeting called to order
* **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
* No statements were made.
1. **Attendees**: Jon Rosdahl, Jay Holcomb*,* Stephen McCann, Dorothy Stanley, Dawn Slykhouse*,* Stuart Kerry, Christy Bahn*,* Clint Chaplin*, ,* Tim Godfrey*,* Steve Shellhammer*,* Subir Das*,* Ben Rolfe, Joseph Levy, Pat Kinney, Apurva Mody, Robert Stacey, Max Riegel, Paul Nikolich, Clint Powell, James Gilb
2. **Review and approve agenda**
* <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0026-01-WCSG-2021-03-03-wireless-chairs-teleconference-agenda.docx>
* Could you add an IMAT issue please
* **Move to approve the agenda:**
	+ Moved: Stephen McCann, 2nd: Jon Rosdahl
	+ No objection to approving by unanimous consent.
* **Minutes from the last meeting February 3rd 2021**:
* <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0017-00-WCSG-minutes-february-03-2021.docx>
	+ No actions
* **Move to approve these minutes**
	+ Moved: Stephen McCann, 2nd: Pat Kinney
	+ No objection to approving by unanimous consent.
1. **Financial Report**
* Jon Rosdahl presented the financial report:
* <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0024-00-WCSG-wireless-treasurer-report-march-2021-electronic-plenary.pptx>
* The report has been updated to February 28th 2021.
* No questions
1. **Future Wireless Interim meetings**
* <https://mentor.ieee.org/802-ec/dcn/21/ec-21-0025-03-WCSG-ieee-802wcsc-meeting-venue-manager-report.pptx>
* The presentation contains information about future venues that have been considered.
* January 2022: The location has now been changed to Panama. The Irvine, CA location will used as a venue in January 2024. Working with the Hilton Panama to arrange the contract.
* The Hilton Waikoloa (Hawaii) has been contacted to arrange meetings for September 2025 and September 2026. Negotiations are now continuing to finish these contracts
* May 2023 (possibly Japan) and May 2024 (possibly Europe) are the only open dates until the end of 2024.
* Question (Q): When will the decision about having a face to face or online meeting, be made for the September 2021 meeting?
* Answer (A): During the May 5th WCSC meeting. We are in contact with the Hilton Waikoloa at the moment. We need some time to arrange the meeting itself, so decision needs to be made in May.
* Q: Do we know what the social distancing rules will be in Waikoloa (in September). At the moment, everyone who arrives in Hawaii has to have had a prior negative covid-19 test, or quarantine in their hotel room for 10 days. The Hilton Waikoloa have a special program for social distancing. Even in September 2021, there will be no food buffets.
* Comment (C): The rules continually change and every Hawaiian island has slightly different rules. We hope to create a presentation for the next WCSC meeting.
* Chair: Please note that the decision as to whether the September 2021 meeting is face to face or online is an IEEE 802 WCSC meeting decision, not an IEEE 802 EC decision.
* C: Perhaps we could have a survey of the number of 802.11 members who have been vaccinated at the May 2021 meeting, e.g. “Will you be vaccinated by September 2021?”
* More details about Hawaii are available here:
	+ <https://www.hawaii-guide.com/hawaii-covid-testing>
1. **802.18 – Regulatory issues**
* There are now available 2 vice-chair positions for 802.18.
* A couple of ITU-R documents have been recently approved by the IEEE 802 EC, so they can move forward.
* There will be a future 802.18 ad-hoc to consider items for WRC 2023.
* There will be an ad-hoc on March 30th 2021 for 802.18 and 802.19 to continue the development of a table of frequency bands.
* 802.18 will meet at 15:00 ET March 11th during the IEEE 802 plenary.
* No questions
1. **802.19 – Co-existence**
* Working with IEEE 802.18 on the frequency tables.
* IEEE 802.19.3 has been approved by the EC to go on the RevCom agenda for later in March 2021.
* C: IEEE 802.11be is now preparing a co-existence assurance document. However since their 1st letter ballot is not asking the usual question about going to SA ballot, I don’t think this CA document is required.
* C: The CA document is now called the “Coexistence Assessment”.

C: 802.19 is meeting on Monday March 8th and Thursday March 11th during the IEEE 802 wireless plenary at 16:00 ET on both days.

* No questions
1. **802.24 – Vertical Applications TAG**
* Next session on 17th March 11:00 ET, to work on 3 whitepapers,
* Also looking at vertical markets and other gaps in 802 standards.
* Starting around April 14th, there are some tech talks about various parts of IEEE 802. One of the talks is about the role of 802.24.
* No questions
1. **IMAT issue**
* There is an issue with the IMAT server, regarding time zones, as the tool is using UTC (Coordinated Universal Time) for the IEEE 802 plenary. This unfortunately means that meetings at 18:00 – 20:00 ET will cross the UTC midnight boundary. This causes issues with marking attendance for meetings between 00:00 and 06:30 UTC, as IMAT does not show early morning meetings. For example, this will be an issue for 5 IEEE 802.11 meetings during the IEEE 802 plenary.
* The issue is to be aware of this, as there is no particular solution.
* This also causes issues for reciprocal attendance credit between the different working groups.
* C: In the future, it may be easier to schedule IEEE 802 meetings that do not cross daylight saving clock change boundaries.
* C: It may also be better not to use UTC going forward.
* Q: Can we give an action to someone at IEEE to help with this.
* A: Yes, I will let IEEE know about it.
* Q: Will task group chairs announce that the IMAT calendar is in UTC?
* A: This would be useful.
* C: The tool breaks if you try to make UTC look like ET by subtracting 5 hrs.
* C: UTC is displayed in the top right hand corner of the IMAT attendance screen.
1. **AoB**
* The future WC SC meetings are planned to be on
	+ 2021-04-07 Wednesday 15:00 ET for 1.5 hrs
	+ 2021-05-05 Wednesday 15:00 ET for 1.5 hrs
		- Action: Decision for September 2021 F2F meeting
	+ 2021-06-02 Wednesday 15:00 ET for 1.5 hrs
1. **Adjournment**
* No objection to adjourning
* Adjourned at 16:02 EST

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