**IEEE Communications Society Standards Development Board (COM/SDB)  
Meeting Minutes**Friday, 28 June, 2019, 10:00 a.m. Eastern Daylight TimeWebEx Call

1. Call to Order at 10:03 am EDT
2. Roll Call, Voting status of the members, and Establish Quorum

Voting members: Tarek El-Bawab, Mehmet Ulema, Alex Gelman, Jean-Philippe Faure, Rob Fish, Oliver Holland, Jaafar Elmirghani  
Staff attendees: Adam Greenberg, Jennifer Santulli, Jonathan Goldberg

Seven voting members were present, establishing a quorum.

3. Approval of Agenda  
  
Alex made the following motion to amend the agenda that was sent on June 21, a copy of which is embedded below:



I move to bring agenda item 8.1 in New Business, “Request to revise clauses 3.1; 4.3, 4.4 and 4.5 of COM/SDB P&Ps”, to item 5.1, and to move “Follow up on R1 AudCom P&Ps checklist” to item 5.2. I further move to add an item to New Business, “Announcement on SA-funded TA projects,” and to adopt the agenda as amended.

The motion was seconded by Mehmet, there was no objection or discussion, and the motion carried.

4. Approval of COM/SDB prior meeting Minutes

4.1. Minutes of the March 29, 2019 meeting, online at <http://comsdb.standards.comsoc.org/files/2019/04/sdb_minutes-2019-03-29.docx>  
4.2 Notes from the May 20, 2019 meeting, online at <http://comsdb.standards.comsoc.org/files/2019/05/sdb_meeting-notes-2019-05-20_UNOFFICIAL.docx>  
4.3 Minutes of the May 31, 2019 meeting, online at <http://comsdb.standards.comsoc.org/files/2019/06/sdb_minutes-2019-05-31.docx>

A discussion ensued over whether the May 31 documentation should be called notes; Jennifer confirmed that the documentation of a meeting that occurs without a quorum should be designated as notes and not minutes.

Revisions also were made to the March 29 minutes to more accurately represent items that were not covered prior to adjournment of that meeting.

JP moved to approve the minutes and notes of the last three meetings as amended. Rob seconded, there was no objection or discussion, and the motion carried.

The changes to the May 31 notes and March 29 minutes discussed above were made with Track Changes enabled, and the documents were re-uploaded to the COM/SDB Meetings page at <http://comsdb.standards.comsoc.org/meetings/>  
  
  
5. P&Ps Discussion

5.1. Request to revise clauses 3.1; 4.3, 4.4 and 4.5 of COM/SDB P&Ps (Alex Gelman)

Alex’s proposed revisions were emailed to the group on Friday, June 21, and are in the document embedded below:



Alex made a motion to approve changes to the P&Ps as proposed by him. The motion was seconded by Rob, and a discussion ensued that answered the following questions:

* What changes were made?
  + These changes remove MALs, redefine membership (everyone is ex-officio), and subject ex-officio members to ballot or attendance requirements, if any.
* Will Standards Committee chairs established by COM/SDB be ex-officio members of COM/SDB?
  + Yes, as noted in the proposed changes to clause 4.5.

The discussion moved to the wording “reporting to COM/SDB” in section 4.5. Alex modified his motion to change “The Chairs of the Standards Committees reporting to COM/SDB” to “The Chairs of the Standards Committees created by COM/SDB.” No one spoke against this modification and Mehmet called the question. There was no objection to calling the question and a roll-call vote was taken:

* Jaafar: Abstain
* JP: Approve
* Rob: Approve
* Alex: Approve
* Oliver: Approve
* Mehmet: Approve

The chair did not vote as the outcome could not be changed. The motion carried with five votes to approve and one abstention.

Rob made a motion to extend the meeting by 15 minutes. Alex seconded, there was no objection or discussion, and the motion carried.

5.2. Follow up on R1 AudCom P&Ps checklist (emailed to the listserv by Nick Orlando on January 9 and again by Tarek on March 19)

Alex moved to approve the checklist as previously discussed. JP made a friendly amendment to add the revisions to clauses 3.1; 4.3, 4.4 and 4.5 of COM/SDB P&Ps proposed by Alex that had just been approved. Alex accepted the friendly amendment and Mehmet seconded. There was no further discussion and no objections, and the motion carried.

6. Reports

6.1. Reports from ComSoc Standards Committees

• GreenICT (moved up as Jaafar was unable to stay until 11:15, report is embedded below:



• DySPAN  
• MobiNet

Oliver provided brief updates on DySPAN and MobiNet but details were not captured due to a poor telephone connection.  
  
• PLC -- Report is embedded below:  


• NetSoft  
Mehmet reported there are eight working groups, one is dormant and there are attempts being made to revitalize 1915 and 1917. The other working groups are moving along fine; the new 1938.1 WG is meeting regularly and additional detail can be provided if needed.

• EdgeCloud  
Rob reported there is a new leader for P1935. P1912 is meeting regularly and last met in mid-May’ P2410 is working on a 2019 version of a biometrics protocol; 2557 and 2557 are not active and in the process of withdrawing; and P1940 is a new standard approved by NESCON that’s a spinoff of 2410 but using global encryption. A question was asked about the outcome of an interested individual who approached COM/SDB in Shanghai; Rob reported there was a call with Jennifer and the right working group is being sought out.

• AccessCore  
Alex reported on 1937.3 and 1911.3; the latter PAR request has timed out. Embedded below is a more detailed report that Alex prepared for the May 20 meeting but did not have an opportunity to present:  


Tarek asked that all reports be accompanied by one or two slides in the future so they can be embedded in the minutes, and took the action to remind board members prior to upcoming meetings.

6.2. Adjourn  
JP made a motion to adjourn. Oliver seconded, there was no objection or discussion, and the motion carried. The meeting adjourned at 11:17 a.m. EDT.

6.3. Reports from Working Group and Study Group Chairs

• CEA  
• Smart Cities Working Group

6.4. Treasurer report

7. Old and unfinished business

8. New Business

8.1. Request to revise clauses 3.1; 4.3, 4.4 and 4.5 of COM/SDB P&Ps (Alex Gelman)

9. Next Meeting: regular schedule is **Friday 26 June, 10 a.m. to 11 a.m. Eastern time**  
To join via WebEx please go to https://ieee.webex.com/join/agreenberg. Once you join the meeting you will be given a choice of methods to connect audio.

If you're not at a computer at the time of the meeting you can join by phone. Toll-free and toll dial-in numbers for the U.S. are below and a list of international numbers can be found [here](https://ieee.webex.com/cmp3200/webcomponents/widget/globalcallin/globalcallin.do?siteurl=ieee&serviceType=MC&ED=243720142&tollFree=1). No matter which number is used the access code remains 631 634 670.

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