**IEEE Communications Society Standards Development Board (COM/SDB)  
Meeting Minutes**Monday, 9 December, 2019, 2:00 p.m. HST  
In-Person at GLOBECOM and via WebEx Call

1. Call to Order at 2:07 p.m. HST
2. Roll Call, Voting Status of the members and Establish Quorum
   1. Voting members (in person): Tarek El-Bawab, Mehmet Ulema, Jaafar Elmirghani
   2. Voting members (on phone): Alex Gelman, Oliver Holland.  
      Five voting members present, four needed for quorum. Quorum present.
   3. Observers: Sami Souihi, Chistine Henter, Alicia Barrs, Roxanne Wang, Kathleen Garenani, Weihao Zhang, Ed Tiedemann, R.V. Prasad
   4. Staff (in person): Mary Ward-Callan, Adam Greenberg
   5. Staff (on phone): Jonathan Goldberg.
3. Mehmet moved to approve the agenda, Alex seconded, no discussion or objection.
4. Review IEEE Patent Policy
   1. Policy was reviewed, call for essential patent claims was made, no essential patents were noted
5. Approval of COM/SDB prior meeting minutes:   
   5.1: October 25, 2019: Meeting notes, no need to approve.
6. Reports:  
   6.1. Chair’s report - Tarek gave a verbal report recapping the presentation that was made at the ComSoc OpCom 2 meeting in Montreal. Three proposals were outlined for moving forward with standards development in ComSoc: Have the BoG appoint a Chief Standards Officer; disband and re-organize COM/SDB under new P&Ps, and a third proposal centered on expense reduction. It was noted there would be further discussion at the Industry and Standards Activities Council meeting on December 11. Further discussion was held, no action taken.

6.2. Reports from ComSoc Standards Committees

• DySPAN - See embedded report:



• MobiNet - See embedded report:



• PLC - No report

• NetSoft - Mehmet gave a verbal report; highlights included SA’s extension of two WG PARs (on reliability of SDNs virtualized environments, and on performance of SDN and NFV.)

• GreenICT - See embedded report:



• EdgeCloud - No report.

• AccessCore - Alex gave a verbal report. Highlights included the expectation that 1904.2 would be ready for sponsor ballot by mid-2020, and that 1910.1 was approved for sponsor ballot.

6.3. Reports from Working Group and Study Group Chairs

* CEA - No report
* Smart Cities Working Group - No report

6.4. Treasurer Report - Alex gave a verbal report, reminding that COM SCs and WGs need to report to COM/SDB their meeting attendance revenue and transfer 5% of the revenue to the COM/SDB Treasury. No changes in Treasury since the last report.

1. Old and Unfinished Business
   1. Approval of the September 27, 2019 meeting minutes was not included in item 5 of the agenda, so it was handled here. The minutes were approved with an editorial change correcting the name of the Global e-Sustainability Initiative (GeSI.)
2. New Business
   1. Alex moved to transfer the Smart Cities Working Group to the NetSoft Standards Committee, Mehmet seconded. After discussion, the motion passed.
   2. Mehmet moved to transfer CEA to the AccessCore Working Group. There was no second.
   3. Tarek took the action to send Adam the names of the Smart Cities and CEA Working Group chairs so they can be corrected on future agendas
   4. The meeting scheduled for Friday, December 27 was cancelled.
3. Next Meeting: Friday January 31, 2020, 10 a.m. to 11 a.m. Eastern Time (GMT-04)
4. Adjournment at 3:42 p.m. HST