**IEEE COMSDB  
Approved Meeting Minutes   
September 25, 2020 12-1:30pm EST  
*Meeting Minutes Recorded by: Karen Pannullo***

1. Call to Order  
   The meeting was called to order at 12:06pm by the ComSoc Standards Development Board Chair, Ed Tiedemann.
2. Roll Call and Disclosure of Affiliation  
   Attendees present stated their name and affiliation.

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| --- | --- | --- | --- | --- |
| **Voting Members  (Ex Officio)** | **Attendance** | **Voting Status** | **Employer/Affiliations** | **Standards Participation** |
| Ed Tiedemann (Chair) | x | Voting | Qualcomm, Senior Vice-President, Engineering/Qualcomm | * Chair, IEEE COM/SDB * Chair, ComSoc Standardization Programs Development Board * Head of Qualcomm’s standards and industry organization activities * Chairman of the Board, OCF (Open Connectivity Foundation) * Member of Board, OMA (Open Mobile Alliance) * Member of Board, MFA (MulteFire Alliance) * TIA lead representative, oneM2M Steering Committee |
| John Bareham |  | Non-Voting | Consultant | * Chair, IEEE CEA Working Group on Communication Electroacoustics * Member, IEEE COM/SDB |
| Jaafar Elmirghani | x | Voting | University of Leeds | * Chair, IEEE EEICT * Chair, IEEE P1925.1, P1926.1, P1927.1, P1928.1, P1929.1 * Member, IEEE 1922.1, 1922.2, 1923.1, 1924.1 * Member, IEEE COM/SDB * Chair, COM/GreenICT SC * PI EPSRC Terabit Optical   Wireless (TOWS) project |
| Jean-Philippe Faure “JP” | x | Voting | Progilon CEO / Panasonic | * Chair, IEEE P1901 * Chair, IEEE P1901a * Past Chair, IEEE-SA SASB * Member, IEEE COM/SDB * Chair, IEEE COM/PLC |
| Rob Fish | x | Voting | Princeton University / Self | * Chair, IEEE COM/EdgeCloud SC * Member, IEEE COM/SDB * President, IEEE Standards Association (SA) * Chair, SA BoG * Member, TA Committee on Standards |
| Alex Gelman | x | Voting | NETovations, LLC/NETovations LLC | * Chair, IEEE AccessCore-SC * Member and Treasurer, IEEE COM/SDB * Member, IEEE ComSoc Standardization Programs Development Board * Co-Chair, Standards Working Group, Future Networks Initiative * Member, IEEE TA Committee on Standards (representing IEEE SA) * Member, IEEE TA Conferences Committee/TPIC * Chair of IEEE-CCNC Steering Committee * Vice Chair of IEEE-BlackSeaCom Steering Committee * Member, IEEE EMCC * Representative of IEEE SA to IEEE TAB * IEEE SA Vice President * IEEE Chair of Technical Innovation and Engagement SMDC |
| Oliver Holland | x | Voting | Advanced Wireless Technology Group, Ltd.  Visiting Fellow, King’s College, London | * Chair, IEEE 1918.1 * Chair, IEEE 1900.6 * Vice-Chair, IEEE 802.22 * Vice-Chair, IEEE 1900.1 * Vice-Chair, IEEE 1900.7 * Vice-Chair, IEEE 802.22.3 * Member, IEEE COM/SDB * Member, IEEE 802.11 * Member, IEEE 802.15 * Member, IEEE 802.15.22.3 * Member, IEEE 802.24 * Chair, IEEE COM/MobiNet Standards Committee * Chair, IEEE DYSPAN Standards Committee * Board Member, Whitespace alliance |
| Mehmet Ulema | x | Voting | Professor, Manhattan College, New York/N.A. | * Chair, IEEE 1903 NGSON WG * Member, IEEE COM/SDB * Member, IEEE SASB * Member, IEEE-SA ICCom * Member, IEEE-SA AudCom * Chair, COM/NetSoft SC |
| **Advisory Members** | | |  |  |
|  |  |  |  |  |
| **IEEE-Staff** | | |  |  |
| Jennifer Santulli | x | N.A. | IEEE-SA Staff | * Project Manager, IEEE SA |
| Karen Pannullo | x | N.A. | IEEE ComSoc Program Manager | * No standards participation |
| Vinoo Mathew |  | N.A | IEEE ComSoc Governance Specialist | * No standards participation |
| Harold Tepper |  | N.A | IEEE ComSoc Executive Director | * No standards participation |
| Erin Morales |  |  |  | IEEE SA |
| **Other Participants/Visitors** | | |  |  |
| Vincent Chan | x | N.A. | MIT | * No standards participation |
| Jim Frazer |  | N.A. | ARC Advisory Group | * Chair, IEEE P2784 * Chair, Illuminating Engineering Society Roadway Lighting Standards Committee |
| Rodolfo Coutinho | x | N.A. | Concordia University | * No standards participation * IoT-ASHN TC |
| VP Prasad | x | N.A. | TU Delft | * Member, IEEE 1900 * Mentor, IEEE 1918.1 * Member, IEEE 1920 * Member, IEEE 1931 * TCGCC * TCCC |
| Abd-Elhamid M. Taha |  | N.A. | Alfaisal University (Employer), Queen's University, Canada (Adjunct) | * No standards participation |

Quorum Established 6/7

1. Approval of the Agenda  
   Motion to approve the meeting agenda. (Mover: Jaafar, Second, JP.) The agenda was unanimously approved as presented without objection.
2. Approval of August 28, 2020 meeting minutes and review action items

Motion to approve the minutes from August 28, 2020 working group meeting. Mover: JP; Second, Mehmet. August 28, 2020 meeting minutes were approved with the following exception: the reports were not attached to the minutes – this will be done and the minutes will be reissued with no additional approval required.

1. P&P’s will use the new 2020 template, once it is approved, to update COM-SDB P&Ps.

**ACTION:**  Formed ad hoc committee to map existing P&Ps to new template, add MALs with term limits, and create a new draft of P&Ps. Members: Chair-Mehmet; Participants: JP, Alex, Oliver, Jaafar, Ed

1. Reports
   1. Chair Report
      1. Ed gave a quick overview of Qualcomm’s Webinar of Standards
   2. DySPAN and MobiNet (Oliver).

**ACTION:** Oliver was requested to provide reports next month.

* 1. PLC (JP). JP went through the submitted PLC Standards Committee report.



**ACTION:** Has P1901.1.1 been approved? **CLOSED:** Jennifer reported that it was approved this week.

* 1. NetSoft (Mehmet). Mehmet went through the submitted NetSoft Standards Committee report.



**ACTION:**  Has the SASB approved the PAR for P269. Standard for Measuring Evaluating Electroacoustic Performance of Communication Devices?” Mehmet will follow up

* 1. Green ICT (Jaafar). Jaafar went through the submitted Green ICT Standards Committee report.



* 1. EdgeCloud (Rob). Since Rob did not attend the August meeting, but had submitted a report, he went through the submitted August report.



**ACTION:** Oliver was requested to provide a report next month.

* 1. AccessCore (Alex). Alex verballed reported that 1910.1 and 1937.1 were approved by SASB.

1. Old and Unfinished Business –
   1. European Commission Survey on IoT Standardization –
      1. COM-SDB does not need to do anything as this request was handled by SA. But if anyone has input, please send to Sri.
   2. SC/WG fee discussion (who charges, how much, review percentage going to COM/SDB)
      1. For F2F meeting, the report has to include: Fee Collected or No Fee Collected. If collected, 5% of fees goes to COM-SDB.
         1. **ACTION**: All reports should include: A list of meeting dates and whether the meeting was F2F or Virtual
   3. Discussion of ComSoc SDB strategy – Discussion postponed until next meeting
2. Future Working Group Meetings
   1. ComSoc has hired a director of Industry Outreach, Cyn Sikora, who will be invited to next meeting.
   2. October 30, 2020 12-1:30pm
3. Adjourned at 1:32pm EST