

**IEEE P7010 Working Group Meeting  
Draft Minutes  
24 August 2018, 5:00 PM – 7:00 PM (EDT)  
Teleconference**

**1. Call to Order**

The meeting was called to order at 5:00 PM (EST). John chaired the teleconference.

**2. Roll call of Individuals**

A quorum of 12 was reached. There were 16 members in attendance. The list of attendees present is attached.

**3. Approval of Agenda**

Motion to approve the meeting agenda. Daniel Schiff moved, Ron Giblin seconded. The agenda was approved as submitted without objection.

**4. IEEE Patent Policy ([Call for Patents](#))**

The call for patents was raised; no one raised any issues.

**5. Approval of June 28<sup>th</sup> Meeting Minutes**

Motion to approve the June 28<sup>th</sup> meeting minutes. Gregg Grunsch moved, Sari Stenfor seconded. The meeting minutes were approved as submitted without objection.

**6. IEEE P7010 Outline Review**, John Havens, Laura Musikanski, Daniel Schiff

a. John – General Introduction to Outline

b. Laura – Overview, WB portion of Outline.

a. Group discussion. Outline is structured for an iterative process, a means to select relevant indicators will be developed.

b. Outline is on a google doc so that P7010 group members can evolve it together. One must have permission to access the google doc.

Subgroup meetings will be held to develop the outline,.

c. Daniel – Overview AI portion of Outline

**7. Technical Editor Role Discussion**

a. Zviko nominated as potential T.E. by Laura Musikanski and seconded by Daniel Schiff

b. Confirmation of Zviko as T.E.

i. Zviko to request everyone to write in accordance with the style guide

**8. Discussion, re: overall Timeline moving forward. Timeline based on:**

- a. Updates to Outline
- b. T.E. Process finalized
- c. Volunteers to write Draft sections coordinating with T.E. Process
- d. Goal: Potential draft by end of Q1, 2019 (potentially earlier)

**9. Discussion – WG admin**

- a. Consulting post P7010 issuance: How does IEEE deal with this?
  - i. Anyone can consult on IEEE standards
- b. Fit of P7010 to rest of 7000 series - John
- c. Email communications and Imeet document management protocol:
  - i. All emails for P7010 should start with P7010 then state the purpose in email subject line.
  - ii. imeet doc storage needs to be sensical and manageable – Members who wish to voluteer to do this should contact Christy.
- d. Access procedure for P7010 docs on imeet refresh

**10. New Business**

- a. Discussion re: External Communications protocols – John
  - i. Members can present on the work of P7010 generally but may not share the contents of the outline or speak about it publicly.
  - ii. Memvbers should have their presentation materials, speeches, etc, Approved by Christy before members present at publicly (includes social media, talks, articles, etc).

**11. Future Meetings**

- a. Thursday, September 27 2018 at 10 am ET
- b. Friday, October 26 2018 at 5 pm ET

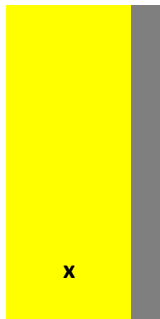
**12. Adjourn**

The meeting was adjourned at 6:45 pm

Sari Stenfors moved the motion to adjourn the meeting, Alice Edwards seconds.

**Attendees**

Araujo	Willian
Ayesh	Aladdin
Azman	Haziq
Bohlen	Marc
Borenstein	Jason
Brown	Bud



Bunnell	Renee	x
Calvo	Rafael	
Carey	Carole	
Chappell	Arvel	
Chaudhuri	Abhik	
Chen	David	
Chen	Colleen	x
Cloutier	Claude	
Coget	Aymee	x
Dambrot	Stuart Mason	x
Edwards	Alice	
Egawa	Takashi	
Etler	John	
Fanti	Anat	
Folsom	Tyler	x
Gaucher	Renaud	
Giblin	Ron	x
Goncalves	Paulo	
Gunsch	Gregg	x
Haass	Uwe	
Hailey	Vicky	
Havens	John	x
Havrda	Marek	x
Hermon	Nitzan	
Hutson	Matthew	
Illien	Jayme	
Karocki	Piotr	
Kiani	Mahsa	
Lehman	Joel	
Lennon	Michael	
Luitel	Sarun	
Ma	Nick	
Mallah	Richard	
Manmadkar	Vinayak	
McEnroe	Martin	
Mirghafori	Nikki	
Moakler	Dean	
Murahwi	Zviko	x
Musikanski	Laura	x
Ogilvie	Robert	
Ozulu	Necati Doruk	x
Prasad	Girjesh	

Pratt	James	x
Quinn	Jackson	
Ratcliff	Bill	
Rivers	Rod	x
Rudzicz	Frank	
Schiff	Daniel	x
Siegerink	Vincent	
Stamp	Robbie	
Stenfors	Sari	x
Swaine-Simon	Sydney	
Tikasz	Laszlo	
Towne	Ben	
Underwood	Mark	x
van Biljon	Peet	
Villeneuve	Sarah	
Wallace	Brad	
Wang	Zhijan	
Ximenes	Bianca	
Yang	Sunyoung	