

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

1. Call to Order

The meeting was called to order at 5:05 PM (EST).

2. Roll call of Individuals

The list of attendees present is attached.

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

4. Approval of Agenda

Motion to approve the meeting agenda. Mark Underwood moved, Kim Rees seconded. The agenda was approved as submitted without objection.

5. Opening Remarks John Havens

- a. John announced Laura is now chair and he is vice-chair.
- b. Extended an invitation to WG members to attend the 6th OECD World Forum on Statistics, Knowledge and Policy. John will be on a panel and Laura will also be in attendance. <https://www.oecd-6wf.go.kr/eng/info/program/conference.do>

6. Review of P7010 draft Laura Musikanski

- a. Explained the structure of groups/subgroups to new members
- b. Laura walked new members through the different sections of the outline
 - i. Values section - for disambiguation of the utility of 'wellbeing' index
 - ii. Normative and informative references - borrowed from procurement process to make values actionable
 - iii. Well-being impact assessment - for identifying issues
 - iv. Well-being impact management - for addressing issues
 - v. Case scenarios - will be incorporated into all sections
- c. Christy will send out subgroup listserv
- d. Scenario presentation: What the future may hold for AI/AS creators and the role P7010 would have played and be playing,
 - i. Sari delivered a presentation on home assistants, how they can misunderstand orders/action items, leading to performance of

unintentional tasks such as recording random conversations and sending them to unintended recipients. The consequences of such misunderstanding can lead to high financial risks especially if the information conveyed is sensitive information such as medical and financial information.

- ii. Following Sari's presentation, the group discussed how the scenarios will be formatted and structured in the future.
- iii. The group agreed that every concept/value in the Outline there should be a scenario.

Future presentations:

- e. Scenario two: How P7010 helps businesses to managing risks and unintended negative consequences - Renee - total 20 min Discussion about implications for our draft..how to make it useful and relevant for standard users and stakeholders - All
- f. Scenario Three: Use Case Scenario of P7010 - Ron Giblin - total 20 min Discussion about implications for our draft..how to make it useful and relevant for standard users and stakeholders - All

7. New Business

8. Future Meetings

- a. November 19 2018 at 7 am PT/ 11 am ET
- b. December 11 2018 at 3 pm PT/5 pm ET
- c. January 17 2019 at 7 am PT/ 11 am ET

Other meetings:

Oct 29 - Small group 11 am ET on values for educators, public and philosophers (Daniel leads this)

<https://zoom.us/j/832028872>

Nov 13 10 am PT/1 pm ET Subgroup call: <https://zoom.us/j/399452023>

9. Adjourn

The meeting was adjourned at 6.45pm.

Attendees [table]:

Last Name	First Name	Employer/Affiliation	Voting
Armaou	Maria	Coventry University	
Bohlen	Marc	Association for Computing Machinery (ACM)	
Bunnell	Renee	Self	x
Chen	Colleen	Self	x
Coget	Aymee	Happiness for HumanKind	x
Edwards	Alice	Walden University	

Havens	John	Consultant	x
Havrda	Marek	GoodAI	x
Jansa	Keith	CIO Strategy Council	
Lennon	Michael	Self	
Mallah	Richard	Future of Life Institute	
Marini	Matteo	Microsoft	
Musikanski	Laura	Happiness Alliance	x
Rees	Kim	Capital One	
Schiff	Daniel	GA Tech	x
Simmonds	Amanda	Self	
Stenfors	Sari	Augmented Leadership Institute	x
Underwood	Mark	Synchrony Financial	X
Bahn	Christy	IEEE-SA (staff)	