

IEEE P7010 Working Group Meeting
Draft Minutes
12 July 2019 / 1:00 PM-3:00 PM EDT
Teleconference

Minutes Recorded by: Christy Bahn, Program Manager (IEEE-SA)

1. Call to Order

The meeting was called to order at 1:06 PM by the Working Group Chair

2. Roll call of Individuals

Please note, there are requirements for anyone attending a standards meeting who intends to publicly report on the meeting. The requirement is to inform the WG Chair if he/she is from the press. This does not apply if you are not attending as Press.

From the IEEE Standards Board Operations Manual:

5.3.3.3 Press attendance

Normally, individuals from the press are not encouraged to attend standards meetings. If the press is in attendance, the chair should announce press attendance. Normal meeting fees are not expected to be waived for the press.

A list of attendees present is attached.

3. Approval of Agenda

Motion to approve the meeting agenda. (Mover: Aladdin, Second: Bogdana). The agenda was approved as submitted without objection.

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

The call for patents was raised. Renee Bunnell noted that she has not filled out the paperwork yet for a patent. Christy Bahn will reach out to her to make sure she has the correct documents.

5. Approval of June 14th Meeting Minutes

Motion to approve the June 14th meeting minutes. (Mover: Alice Edwards, Second; Gregg). The June 14th meeting minutes were approved as submitted without objection.

6. Comment Resolution Process

a. Small Group Report on Proposed Process

b. Q&A from IEEE Comment Resolution Presentation, Christy Bahn (*please note the presentation was given at the June meeting*)

c. WG Discussion on Comment Resolution Process, All

Laura noted that voting and non-voting members have access to the comments document.

1. All comments posted in order of page number in excel on google drive with columns for flagging, proposed changes, final changes,
2. WG members go through, flag anything they do not agree to by flagging in appropriate column: Column T.
3. For changes not objected to, as WG members see fit, they write changes per the comment into appropriate excel column – Column T - within a set timeline. See the timeline on the [communication hub](#). Absent objections, the change is adapted into the document by the small group, with Aladdin implementing actual changes to the document.
4. For changes not agreed to, a small or subgroup meeting is convened to resolve this change, potentially with the commenter. (A meeting will be held with Annette Reilly and John once he is back regardless - TBA)
5. Proposal for all changes are put into the doc by Aladdin. Laura conducts QA/AC
6. We then address editorial comments in a similar way, and we propose to find a person, perhaps Gregg G., to lead. Daniel will conduct QA/QC for this step.

At the next WG meeting we will discuss and vote to form a Comment Resolution Subgroup led by Aladdin.

d. WG Discussion of Specific Comments if Desired, All

- 7. Call for WG Secretary, Laura Musikanski and John Havens**

Laura noted that the WG needs a volunteer for the Secretary role. Our Program Manager, Christy Bahn has been filling in for the role. Christy reviewed some of the responsibilities for the role. If you are interested please reach out to Laura, John, and Christy.
- 8. P7010 Support Activities**
 - a. P70XX Series Cross Pollination, Daniel Schiff**

Daniel noted the group has not met since the last WG meeting. What's next for the series. Cross-promotion, putting together a conference. Recommendations going in front of the IEEE Standards Board.
 - b. Communications, Aladdin Ayes**

Aladdin noted the document needed to be updated as some deadlines have passed. He asked the WG members to report back to the WG with future opportunities.
 - c. Aligned Efforts, John Havens**

John noted that Beijing released some new principals. They listed harmony as one of the key principles.
- 9. New Business**

10. Future Working Group Meetings

- Friday, 9 August, 5:00 PM – 7:00 PM (EDT)

11. Adjourn

The meeting was adjourned at 2:49 PM

Attendees:

First Name	Last Name	Affiliation	Role	Officer
Aladdin	Ayesh	De Montfort University	V	
Badbury	James	Self	NVM	
Rachel	Bellamy	IBM Research	V	
Marc	Bohlen	University of Buffalo	V	
Renee	Bunnell	Self	V	
Bahn	Christy	IEEE-SA (staff)	S	
Aymee	Coget	Happiness for HumanKind	V	
Alice	Edwards	Walden University	V	
Anat	Fanti	Self	V	
Tyler	Folsom	University of Washington	NVM	
Gregg	Gunsch	Self	V	
Vicky	Hailey	The Victoria Hailey Group Corporation (VHG)	NVM	
John	Havens	Consultant	V	Vice-Chair
Richard	Mallah	Future of Life Institute	V	
Sukanya	Mandal	Self	V	
Damola	Morenikeji	Joy Inc	V	
Zviko	Murahwi	Independent	V	
Laura	Musikanski	Happiness Alliance	V	Chair
Necati Doruk	Ozulu	EFOSS Consulting, Trade and Industrial Corp.	V	
Bogdana	Rakova	Samsung Research America, Assembly BKC Harvard Law School	V	

Daniel	Schiff	GA Tech	V	
Michael	Thornton	University of Cambridge	NVM	