IEEE P1658 Working Group
Meeting Minutes
1 October 2021
WG Chair: Luca De Vito
WG Secretary: John Jendzurski

1. Call to Order:
   a. WG Chair Luca De Vito called WG meeting to order at 4:00 PM (UTC+2:00) and welcomed participants

2. Roll Call and Affiliation
   a. Luca De Vito, University of Sannio, Italy
   b. Allan Belcher, Signal Conversion, UK,
   c. Pasquale Daponte, University of Sannio, Italy
   d. Yuji Gendai, Thine Electronics, Japan
   e. John Jendzurski, NIST, USA
   f. Nick Paulter, NIST, USA
   g. Gregory Kyriazis, INMETRO, Brazil
   h. Sergio Rapoano, University of Sannio, Italy
   i. Kruno Miličević, University of Osijek
   j. Pier Andrea Traverso, University of Bologna, Italy
   k. Antonio Moschitta
   l. Alessandro Mingotti, University of Bologna, Italy

3. Approval of agenda
   a. A motion was made to approve the agenda, the motion to approve was seconded, and the agenda was approved by unanimous consent.

4. IEEE Patent Policy
   a. Chair made a call for potentially essential patents; no one raised concerns for consideration.

5. IEEE Copyright Policy
   a. The copyright policy was presented. There were no questions or concerns.

6. Approval of previous meeting minutes
   a. A motion was made to disapprove the minutes of the previous meeting, the motion to disapprove was seconded, and the minutes of the previous meeting were approved by unanimous consent.
   b. WG Secretary will work to correct the minutes of the 3Sep2021 meeting for approval at the next meeting.
7. Technical Discussion
   a. The WG continued reviewing the standard and made revisions as necessary. See latest draft of revised standard on iMeetCentral for more details.

8. Open Issues
   a. There were no open issues.

9. New Business
   a. There was no new business

10. Next meeting--date and location
    a. To be announced

11. Adjournment
    a. WG Chair adjourned the meeting at 7:00 PM (UTC+2:00)
    b. Minutes submitted by: John Jendzurski