1. Call to Order
2. Welcome and Introductions
	* Declaration of Affiliation (Working Group Establishment) **-** *Affiliation FAQs:*[*http://standards.ieee.org/faqs/affiliation.html*](http://standards.ieee.org/faqs/affiliation.html)
	* Review of WG Membership (Voting, Non-voting, and Non-member)
3. Approval of Agenda for Sep 2022 Meeting
4. Review of IEEE SA Policies and Guidelines
	* [Call for Patents](https://development.standards.ieee.org/myproject/Public/mytools/mob/slideset.pdf)
	* [Copyright Presentation](https://standards.ieee.org/ipr/copyright-materials.html)
	* [Participant Behavior – Individual Method](https://standards.ieee.org/wp-content/uploads/import/documents/other/Participant-Behavior-Individual-Method.pdf)
5. Technical Presentation(s), Contribution(s) or Discussion(s)
	* Review of the [IEEE Std 1680.2 and Std 1680.3](https://ieee-sa.imeetcentral.com/1680-2-3/folder/WzIwLDE1NTczNzM0XQ), as well as associated amendment, and discuss next steps
		+ Formation of subgroups,
		+ Timeline, and etc.
6. Old Business
	* Call for volunteers for Vice Chair and Secretary
7. New Business
8. Future Meetings
	* Propose to hold monthly meetings – Every 3rd Wednesday at 2 PM ET for an

hour.

* 19 Oct 2022
* 16 Nov 2022
1. Adjourn meeting

**WebEx information as well as document(s) that should be reviewed prior each of our meeting are noted in the next page.**

**WebEx information:**

Wednesday, Sep 21, 2022 2:00 pm | 1 hour | (UTC-04:00) Eastern Time (US & Canada)

Join WebEx: https://ieee.webex.com/ieee/j.php?MTID=m1b54eaf51e77e6519f1a1dfbdb0160cd

Meeting number: 2631 444 0140

Password: Z3sftM3r5KP

Join by phone

+1-646-992-2010 United States Toll (New York City)

+1-904-900-2303 United States Toll (Jacksonville)

Access code: 263 144 40140

**Note:** According to [5.3.3 Standards development meetings](https://standards.ieee.org/about/policies/opman/sect5/) in the IEEE SASB Ops Man, it states the following.

*… The IEEE SA Individual method or Entity method participant behavior slide set, as applicable, shall be either presented at the beginning of every IEEE SA standards development meeting or distributed prior to the meeting along with the meeting agenda. If the slides are distributed with the meeting agenda, all meeting participants shall be informed at the beginning of the meeting that participant behavior shall comply with the outlined requirements. The presentation of the slides or the notice to meeting participants shall be documented in the minutes of the meeting.*

*The* [Participant Behavior – Individual Method](https://standards.ieee.org/wp-content/uploads/import/documents/other/Participant-Behavior-Individual-Method.pdf) as noted shall be complied by each participant of this WG, and is recommended to review prior to each meeting.