

IEEE P1752 Working Group

Minutes of conference call held on March 27 at 8 am Pacific Daylight Time

Conference call started at 8:00 am Pacific Daylight Time on join.me

Slide deck presented by Chair Dr. Ida Sim (available on WG website
<http://sites.ieee.org/sagroups-1752/files/2018/03/Mar-27-2018-1752.pdf>)

Call to order

Patent policy read

Call for patents with result: none

Agenda:

1. Attendance
2. Call for Patents
3. Approval of P&P and minutes of previous calls (if quorum present)
4. Discussion of subgroup topic
5. Discussion of subgroup approach and charter

Attendance recorded on a spreadsheet: 32 attendees

<https://tinyurl.com/yc3oxg6q>

Secretary explained call for voting membership: an explicit request to be emailed to her

Quorum established

Vote on agenda: unanimous approval

Vote on approval of previous minutes: unanimous approval

Ray Krasinski (Philips Healthcare) proposed two changes to the P&P

Carole Carey (sponsor) noted: it used to be that each WG developed its own P&P; now uniform P&P, so WG must submit request for changes to SCC

First proposal approved unanimously, goes to Carole for her approval

“A meeting notice shall be distributed to all members at least 30 days in advance of a face-to-face meeting and at least 10 days notice in advance for an electronic (including teleconference) meeting.”

Re: second proposal, Carole suggests: leave as is about voting rights; chair has discretion on revoking/ regranting

Ray withdraws proposal

Carole Carey notes a typo on the P&P, which will be fixed prior to final distribution

Discussion on possible change of meeting day/time: unchanged for now; subgroups will choose their own meeting day/time

Presentation of subgroup survey results

Sleep will be first subgroup, already mobilized
Cardiovascular health will follow
API after presentation on the topic
Provenance later

Questions/comments written in the chat box: main themes (full set of anonymized screen shots available on the WG website: <http://sites.ieee.org/sagroups-1752/files/2018/04/march27chatboxcomments.zip>)

Sleep subgroup

Per P&P, subgroup must be approved by WG with scope and duties established from start and any changes must also be approved by WG
WG Chair appoints Subgroup Chair: volunteers to notify WG Chair; also members can nominate Subgroup Chair with message to WG Chair

Charlotte Chen sent an email to the WG with proposed steps for subgroup activity process

Scope: proposal is to have a scope survey and define from there

WKarlen: micro and macro structure of sleep; current devices mostly look at macro but new devices look also at micro; what about devices for treatment of sleep disorders?
PHarris: CPAP machines record sleep duration
Also, scope wrt objective vs subjective measures

In response to a question: P&P allows for non-member participation, P&P apply

Proposal: Look at examples of subgroup's scope written by another WG

iMeetCentral is IEEE-approved tool for collaboration
Action item: set up for WG participants

Next meetings: April 10, April 24
Conference call adjourned

Next call: Tuesday, April 10 at 8 am Pacific Daylight Time
Minutes taken by WG Secretary Simona Carini