

IEEE P1752 Working Group

Minutes of conference call held on January 15, 2019 at 8 am Pacific Standard Time

Conference call started at 8:00 am Pacific Standard Time on zoom

Slide deck presented by Chair Dr. Ida Sim (available on WG website

<http://sites.ieee.org/sagroups-1752/files/2019/01/2019-01-15-1752-slides.pdf>

Attendance recorded on a spreadsheet: 26 attendees

<https://tinyurl.com/yc3oxg6q> (note the way of marking attendance: 1 is used to indicate present voting members, 0 to indicate present non-voting members)

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

Call to order

Patent policy read

Call for patents with result: none

Agenda:

1. Attendance
2. Call for Patents
3. Approval of agenda and prior minutes (if quorum present)
4. Updates from subgroups
5. Discussion: upcoming activities
6. Other business

Quorum established

Agenda approved unanimously

No prior minutes to approve

Physical Activity / Mobility schema subgroup update (slides included in the main slide deck referenced above). Subgroup Used data from other devices to evaluate the current PA schema.

Next subgroup calls will be on Thursday January 17 at 8:00 am Pacific time (45 minutes)

Sleep subgroup update from subgroup lead (slides included in the main slide deck referenced above). Subgroup modified and drafted schemas presented/discussed in the subgroup meetings (documents are available on the WG space on iMeet Central). Qualitative schema workgroup consolidated more qualitative sleep measures (spreadsheet), reviewed the existing Open mHealth framework for subjective measures and agreed to keep selected questionnaires in a library and to create the generic qualitative measure schemas.

Next subgroup call will be on Tuesday February 5 at 8:30 am Pacific time (1 hour)

For ballot: a framework (generic schemas) to represent surveys, not schemas of individual instruments

Discussion on topics introduced by slide presentation (see link above) including a list of data elements that belong to the datapoint (vs. metadata), the concept of a “package insert” by the FDA-funded project ADviCE

Need to consider carefully the overhead in cases where data like location of sensor does not change for a lot of data. Introduction of concepts like stream and window complicated

Action items:

- Secretary to send email to WG about call for contribution by others interested in surveys.
- Secretary to update Minimum Metadata document and post on iMeet for comments
- Set up one-on-one calls between WG Chair and volunteers to discuss specific topics re: metadata.
- Chair and Secretary to meet with subgroups’ leads to discuss balloting process and timelines

Conference call adjourned

Next call: Tuesday February 12 at 8 am Pacific Standard Time
Minutes taken by WG Secretary Simona Carini