

IEEE P1752 Working Group

Minutes of conference call held on April 30, 2019 at 8 am Pacific Daylight Time

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

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

<http://sites.ieee.org/sagroups-1752/files/2019/05/2019-04-30-1752-slides.pdf>

Attendance recorded on a spreadsheet: 19 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)

First Name	Last Name	Affiliation	30-Apr-19
Jacqueline	Bagwell	RTI	0
Yusuf	Bhagat	Nypro	1
Daniela	Brunner	Early Signal, Cohen Veterans Bioscience	0
Christina	Caraballo	Audacious Inquiry	0
Simona	Carini	UCSF / OmH	1
Charlotte	Chen	Philips Healthcare	1
Loriano	Galeotti	FDA	0
Marissa	Gray	Brown University	1
Shivayogi	Hiremath	Temple University	1
Ray	Krasinski	Philips Healthcare	1
Koichiro	Matsumoto	Nihon Kohden Corp.	0
Sean	McConnell	American Medical Association	0
Marco	Pacchioni	Datariver S.R.L.	0
Brian	Page	Ribbon Communications	1
Paul	Petronelli	PALM Associates, Inc.	0
Ida	Sim	UCSF / OmH	1
Katherine	Sward	University of Utah	0
Anna	Tee	IEEE	1
Anand	Tirtha	University of Memphis	0

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

Motion to approve agenda moved by Ray Krasinski, Philips Healthcare, seconded by Simona Carini, UCSF.

Vote: agenda approved unanimously

No prior minutes to approve.

Physical Activity / Mobility schema subgroup update from subgroup lead (slides included in the main slide deck referenced above). Next Schema Geotrace/Geomobility
Next subgroup call will be on Thursday May 16 at 8:00 am Pacific time (45 minutes)

Sleep subgroup update from subgroup lead (slides included in the main slide deck referenced above). Quantitative sleep measures: drafted schemas almost all revised after review by subgroup. Qualitative sleep measures: working on drafting the schemas agreed upon. Next subgroup call will be on Tuesday May 7 at 8:30 am Pacific time (1 hour)

Discussion:

- Goal schema should be generic (for all activities, not just PA)
- Next steps for the subgroups' work includes validation of draft schemas, for which volunteers will be needed
- Next steps for metadata discussion is to create schemas
- Question: should UDI be required? This is worth discussing more (ask FDA for a presentation)
- UDI can tell whether the source of data is a medical or fitness device
- Proposal: UDI required but N/A allowed

Reference: FDA white paper on machine learning, open for comments
<https://www.regulations.gov/document?D=FDA-2019-N-1185-0001>

Action items:

- WG Secretary to present goal schema to next WG
- WG Secretary to send email with example validation to the whole listserv
- WG Chair to draft scope / mandate for metadata subgroup
- WG Secretary to distribute draft to listserv for comments and vote at the next WG call

Conference call adjourned

Next call: Tuesday May 21 at 8 am Pacific Time

Minutes taken by WG Secretary Simona Carini