

IEEE P1752 Working Group

Minutes of conference call held on July 9, 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/2019/07/2019-07-09-1752-slideset.pdf>

Attendance recorded on a spreadsheet: 19 attendees

(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	9-Jul-19
Melissa	Aranzamendez	IEEE	0
Christina	Caraballo	Audacious Inquiry	1
Simona	Carini	UCSF / OmH	1
Charlotte	Chen	Philips Healthcare	1
David	Chen	AlayaTec	0
Bernard A.	Cohen	Neurological Monitoring Associates	0
Matthew	Diamond	FDA	0
Josh	Gay	IEEE	0
Marissa	Gray	Brown University	1
Shivayogi	Hiremath	Temple University	1
Konstantinos	Katzis	European University Cyprus	0
Sean	McConnell	American Medical Association	1
Henry	Ogoe	DoD/VA Interagency Program Office	0
Marco	Pacchioni	Datariver S.R.L.	0
Brian	Page	Ribbon Communications	1
Paul	Petronelli	PALM Associates, Inc.	0
Josh	Schilling	Vibrent	1
Ida	Sim	UCSF / OmH	1
Anna	Tee	Consultant	1

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 Simona Carini, UCSF, seconded by Charlotte Chen, Philips.

Vote: agenda approved unanimously

Motion to approve draft minutes from June 11 call, previously distributed to the WG moved by Simona Carini, UCSF, seconded by Shiv Hiremath, Temple University

Vote: minutes approved unanimously

Physical Activity / Mobility schema subgroup update from subgroup lead (slides included in the main slide deck referenced above). Started discussing the geotrace/geomobility Schema. First some definitions and driving use cases.

Next subgroup call will be on Thursday July 11 at 8:00 am Pacific time (45 minutes)

Question: are geolocation measurements treated as data points or data streams? For now used to indication location. Need to coordinate discussion with metadata subgroup.

Sleep subgroup update from subgroup lead (slides included in the main slide deck referenced above). Qualitative schema work on hold while clarifying how to handle copyrights. Quantitative schema work on hold while planning schema validation on new OS site (see below). Next subgroup call should be on Tuesday August 6 at 8:30 am Pacific time (1 hour), to be confirmed.

Minimum metadata subgroup update from subgroup lead (slides included in the main slide deck referenced above). Initial call was June 25: slides available on subgroup

webpage: <http://sites.ieee.org/sagroups-1752/metadata-subgroup/>

Action items focused on use cases: one simple (physical activity), one complex (probability of stress). Next subgroup call is today, July 9, at 9:00 am Pacific time

Presentation by Josh Gay, IEEE Open Source (OS) Community Manager:

The self-hosted GitLab site just launched <http://opensource.ieee.org/omh>

Different levels of permissions for users

OS community manager answers questions regarding use of site and tools

Contributor License Agreement is the first step for all members contributing work to the site, then maintainers chosen (higher level of control) + users (all others) who can add to the codebase

The group level page is only to create issues; below there is the project-level page that can be just informational (we can make the wiki appear on this page) or landing page can be the issue board

1st decision to make is how to organize the work, since the WG is divided into subgroups 1752 project can be just information to explain how the WG is organized then one project for each workstream (subgroup)

Repositories can depend on each other, if needed (so when a user checks one out the other also gets checked out)

OS Community Manager is moving CLA and other "community" documentation including FAQ to the new site

Three types of CLAs (Apache 2.0 license)

<https://app.box.com/s/a46csw4gt8rdxe6eim5mwnejlybz3ps4>

1. individual CLA
2. entity CLA
3. individual + appendix

1st page of each document has instructions

For contributions within the scope of employment the Entity CLA is needed if employer can claim the rights. It is fine for IEEE if copyright holder is the employer provided the individual can contribute or if work was done prior to employment.

Individual + appendix if scope of employment includes US Government or UK Royal (Crown). If the employer is the US Government or Crown, then the work is in the public domain so the CLA just verifies employment.

A person may provide both individual and entity CLA.

IEEE provides general guidance, but cannot advise on individual cases, so each person needs to ask employer or lawyer

IEEE is not claiming rights on the work: copyright will be the contributor and each contributor will be listed on the site.

Authors: list of copyright holders

Contributors: list of actual contributors (some of them on behalf of their employer)

The company is not losing rights, just granting license to IEEE to redistribute under licensing agreement. Therefore must not use words like "assignment" or "transfer" of copyrights, only licensing.

The terms of the CLA only apply to the OS work (not the standard document).

Action item:

- Each contributor will work on getting the relevant CLA(s) signed
- WG Secretary will collate CLAs and questions to forward to IEEE

Conference call adjourned

Next call: Tuesday August 27 at 8 am Pacific Time

Minutes taken by WG Secretary Simona Carini, UCSF