IEEE P1752 Working Group
Minutes of conference call held on August 27, 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)
https://site.ieee.org/sagroups-1752/files/2019/08/2019-08-27-1752-slides.pdf

Attendance recorded on a spreadsheet: 22 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	27-Aug-19
Nazim	Agoulmine	IBISC Laboratory, University of Evry	0
Pradeep	Balachandran	Technology Consultant, e-health domain	1
Yusuf	Bhagat	Nypro	1
Keith	Boone	Audacious Inquiry	0
Christina	Caraballo	Audacious Inquiry	1
Simona	Carini	UCSF / OmH	1
Charlotte	Chen	Philips Healthcare	1
David	Chen	AlayaTec	1
Matthew	Diamond	FDA	0
Shivayogi	Hiremath	Temple University	1
Ray	Krasinski	Philips Healthcare	1
Sean	McConnell	American Medical Association	1
Henry	Ogoe	DoD/VA Interagency Program Office	0
Marco	Pacchioni	Datariver S.R.L.	0
Paul	Petronelli	PALM Associates, Inc.	0
Vishnu	Ravi	Icahn School of Medicine at Mount Sinai	0
Josh	Schilling	Vibrent	1
Ida	Sim	UCSF / OmH	1
Katherine	Sward	University of Utah	0
Anna	Tee	Consultant	1
Tom	Thompson	IEEE	0
Anand	Tirtha	University of Memphis	0

Secretary explained 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 Ray Krasinski, Philips.
Vote: agenda approved unanimously

Motion to approve draft minutes from July 9 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). Set aside geotrace/geomobility schema. Discussed change in altitude for addition to PA schema.
Next subgroup call will be on Thursday August 29 at 8:00 am Pacific time (45 minutes)

Sleep subgroup update from subgroup lead (slides included in the main slide deck referenced above). Quantitative schema work moving to syntactic schema validation using online tool. Qualitative schema work moving to generic sample schema (using meaningful questions but not the same as present in standard questionnaires to avoid copyright issues. Next subgroup call on Tuesday September 17 at 8:30 am Pacific time (1 hour).

Minimum metadata subgroup update from subgroup lead (slides included in the main slide deck referenced above). 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 August 27, at 9:00 am Pacific time

Ballot strategy
Proposal to bring to ballot the work of all 3 subgroups (beginning of 2020)
Schema validation procedure will depend on GitLab site's functionality
As per IEEE procedure, ballot could go through recirculation after initial round
General agreement to go with proposed plan
Suggestion to look for and get help from people with experience dealing with standards

Conference call adjourned
Next call: Tuesday September 24 at 8 am Pacific Time

Minutes taken by WG Secretary Simona Carini, UCSF