

IEEE P1752 Working Group

Minutes of conference call held on December 17, 2019 at 8 am Pacific Time

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

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

<https://site.ieee.org/sagroups-1752/files/2019/12/2019-12-17-1752-slides.pdf>

Attendance recorded on a spreadsheet: 18 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	17-Dec-19
Nazim	Agoulmine	IBISC Laboratory, University of Evry	0
Christina	Caraballo	Audacious Inquiry	0
Simona	Carini	UCSF / OmH	1
Bernard A.	Cohen	Neurological Monitoring Associates	1
Marissa	Gray	Brown University	1
Paul	Harris	University of Melbourne	1
Shivayogi	Hiremath	Temple University	1
Ray	Krasinski	Philips Healthcare	1
Koichiro	Matsumoto	Nihon Kohden Corp.	0
Sean	McConnell	American Medical Association	1
Anand	Nandugudi	University of Memphis	0
Henry	Ogoe	DoD/VA Interagency Program Office	1
Marco	Pacchioni	Datariver S.R.L.	0
Paul	Petronelli	PALM Associates, Inc.	0
Ida	Sim	UCSF / OmH	1
Katherine	Sward	University of Utah	0
Anna	Tee	Consultant	1
Tom	Thompson	IEEE	0

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. Subgroup update: metadata subgroup
5. Subgroup update: schema review
7. Discussion
8. Other business

Quorum established

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

Vote: agenda approved unanimously

Motion to approve minutes of November 26 call, previously distributed, moved by Simona Carini, UCSF, seconded by Shiv Hiremath, Temple University.

Vote: prior minutes approved unanimously

Minimum metadata subgroup update from subgroup lead (slides included in the main slide deck referenced above). Minimum metadata schema(s) drafted for subgroup to review and sample data being drafted.

Next subgroup call is December 17, 2019 at 9:00 am Pacific time

Draft standard document: Version 2 still open for comments. Next version will be shared after winter break. Discussion re: possibly moving design principles to normative section. Rationale explained and choice not to do it confirmed (no objections raised by call participants).

Physical activity schema review results (presented by subgroup lead): comments to be incorporated into next version.

First batch of sleep schema review results (presented by WG Secretary on behalf of subgroup lead): comments to be incorporated into next version. Second batch still open for comments.

Schema review: suggestion to have dedicated “small group” calls on the topic implemented in two calls, December 10 and 13, with good participation and good questions.

Overall timelines previously distributed to be revised. CLA signing still an action item for WG members.

Action items: secretary to propose dates for another small group call on “utility schemas”

Conference call adjourned

Next call: Tuesday January 14 or 21 [TBD] at 8 am Pacific Time

Minutes taken by WG Secretary Simona Carini, UCSF