

## IEEE P1752 Working Group

Minutes of conference call held on April 14, 2020 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/2020/04/2020-04-14-1752-slides.pdf>

Attendance recorded on a spreadsheet: 24 attendees

(1 is used to indicate present voting members, 0 to indicate present non-voting members)

First Name	Last Name	Affiliation	14-Apr-20
Nazim	Agoulmine	IBISC Laboratory, University of Evry	0
Pradeep	Balachandran	Technology Consultant, e-health domain	0
Carole	Carey	IEEE EMB	0
Simona	Carini	UCSF / OmH	1
Charlotte	Chen	Philips Healthcare	1
Benay	Dara-Abrams	BrainJolt	0
Marissa	Gray	Brown University	1
Shivayogi	Hiremath	Temple University	1
Mateusz	Kierepka	self (Poland), <a href="http://www.kierepka.com">www.kierepka.com</a>	0
Ray	Krasinski	Philips Healthcare	1
Raffaello	Leschiera	Engineering Ingegneria Informatica (Italy)	1
Lars	Lünenburger	Hocoma	0
Koichiro	Matsumoto	Nihon Kohden Corp.	0
Anand	Nandugudi	University of Memphis	0
Henry	Ogoe	DoD/VA Interagency Program Office	1
Marco	Pacchioni	Datariver S.R.L.	0
Brian	Page	Ribbon Communications	1
Wendelyn	Pelton	Duke University	0
Paul	Petronelli	PALM Associates, Inc.	1
Josh	Schilling	Vibrent	1
Ida	Sim	UCSF / OmH	1
Natalka	Slabyj	self	1
Katherine	Sward	University of Utah	0
Tom	Thompson	IEEE	0

Call to order  
Patent policy read  
Call for patents with result: none

Copyright policy read

Agenda:

1. Attendance
2. Call for Patents
3. Approval of agenda and prior minutes (if quorum present)
4. Subgroup updates
5. Introduction: the IEEE ballot process
6. Other business

Quorum established

Motion to approve agenda moved by Shiv Hiremath, Temple University, seconded by Charlotte Chen and Ray Ray Krasinski, Philips.

Vote: agenda approved unanimously

Motion to approve minutes of March 31 call, previously distributed, moved by Simona Carini, UCSF, seconded by Ray Krasinski, Philips.

Vote: prior minutes approved unanimously

Sleep subgroup update from subgroup lead (slides included in the main slide deck referenced above). Schema work completed.

Minimum metadata subgroup update: Simona presented details of last change to minimum metadata schemas. Schema work completed.

Suggestion to provide examples of datasheets.

IEEE Program Manager presented SA invitation ballot process (slides included in the main slide deck referenced above)

Person does not need to be a member to set up a myProject account (that is open to all), but must be a member of IEEE SA to vote in ballot

Log in to myProject, select project of interest to be alerted when ballot starts

<https://development.standards.ieee.org/myproject-web/public/view.html#landing>

Notion of balance is strictly numeric, based on person's stated affiliation PDF with basic instruction to be made available for distribution to WG

Conference call adjourned

Next call: Tuesday April 28, 2020 at 8 am Pacific Time

Minutes taken by WG Secretary Simona Carini, UCSF