

# P1752 Working Group Meeting

Sponsored by IEEE Engineering in Medicine & Biology (EMB) Standards Committee

Please mark your attendance at:  
<https://tinyurl.com/yc3oxg6q>  
(see chat window)

28 April 2020

Teleconference

# Attendance

This document shows attendance from previous calls <https://tinyurl.com/yc3oxg6q> (link in the chat window of join.me). **If you attended the call, please verify that your name is listed**

- If not, email [simona@openmhealth.org](mailto:simona@openmhealth.org)

**Put your name and affiliation in the chat window for attendance today.**

- If your name is not listed, or if you are joining only via phone, please email [simona@openmhealth.org](mailto:simona@openmhealth.org) with “P1752 WG call” as subject

Attendance is important for determining voting rights, so please remember to “check in”

Voting rights are granted according to the P&P after attending two consecutive calls and by explicit request to the Secretary (Simona)

# IEEE Patent Policy

# Participants have a duty to inform the IEEE

- Participants shall inform the IEEE (or cause the IEEE to be informed) of the identity of each holder of any potential Essential Patent Claims of which they are personally aware if the claims are owned or controlled by the participant or the entity the participant is from, employed by, or otherwise represents
- Participants should inform the IEEE (or cause the IEEE to be informed) of the identity of any other holders of potential Essential Patent Claims

**Early identification of holders of potential  
Essential Patent Claims is encouraged**

Slide #1

# Ways to inform IEEE

- Cause an LOA to be submitted to the IEEE-SA (patcom@ieee.org); or
- Provide the chair of this group with the identity of the holder(s) of any and all such claims as soon as possible; or
- Speak up now and respond to this Call for Potentially Essential Patents

If anyone in this meeting is personally aware of the holder of any patent claims that are potentially essential to implementation of the proposed standard(s) under consideration by this group and that are not already the subject of an Accepted Letter of Assurance, please respond at this time by providing relevant information to the WG Chair

Slide #2

# Other guidelines for IEEE WG meetings

- All IEEE-SA standards meetings shall be conducted in compliance with all applicable laws, including antitrust and competition laws.
  - Don't discuss the interpretation, validity, or essentiality of patents/patent claims.
  - Don't discuss specific license rates, terms, or conditions.
    - Relative costs of different technical approaches that include relative costs of patent licensing terms may be discussed in standards development meetings.
      - **Technical considerations remain the primary focus**
  - Don't discuss or engage in the fixing of product prices, allocation of customers, or division of sales markets.
  - Don't discuss the status or substance of ongoing or threatened litigation.
  - Don't be silent if inappropriate topics are discussed ... do formally object.

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For more details, see *IEEE-SA Standards Board Operations Manual*, clause 5.3.10 and *Antitrust and Competition Policy: What You Need to Know* at <http://standards.ieee.org/develop/policies/antitrust.pdf>

Slide #3

# Patent-related information

The patent policy and the procedures used to execute that policy are documented in the:

- *IEEE-SA Standards Board Bylaws*  
(<http://standards.ieee.org/develop/policies/bylaws/sect6-7.html#6>)
- *IEEE-SA Standards Board Operations Manual*  
(<http://standards.ieee.org/develop/policies/opman/sect6.html#6.3>)

Material about the patent policy is available at  
<http://standards.ieee.org/about/sasb/patcom/materials.html>

**If you have questions, contact the IEEE-SA Standards Board Patent Committee Administrator at [patcom@ieee.org](mailto:patcom@ieee.org)**

Slide #4

# IEEE SA Copyright Policy



# IEEE SA Copyright Policy (November 2019)

- **By participating in this activity, you agree to comply with the IEEE Code of Ethics, all applicable laws, and all IEEE policies and procedures including, but not limited to, the IEEE SA Copyright Policy.**
  - Previously Published material (copyright assertion indicated) shall not be presented/submitted to the Working Group nor incorporated into a Working Group draft unless permission is granted.
  - Prior to presentation or submission, you shall notify the Working Group Chair of previously Published material and should assist the Chair in obtaining copyright permission acceptable to IEEE SA.
  - For material that is not previously Published, IEEE is automatically granted a license to use any material that is presented or submitted.

# IEEE SA Copyright Policy

- The IEEE SA Copyright Policy is described in the IEEE SA Standards Board Bylaws and IEEE SA Standards Board Operations Manual
- IEEE SA Copyright Policy, see
  - Clause 7 of the IEEE SA Standards Board Bylaws  
<https://standards.ieee.org/about/policies/bylaws/sect6-7.html#7>
  - Clause 6.1 of the IEEE SA Standards Board Operations Manual  
<https://standards.ieee.org/about/policies/opman/sect6.html>
- IEEE SA Copyright Permission
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- IEEE SA Copyright FAQs
  - <http://standards.ieee.org/faqs/copyrights.html/>
- IEEE SA Best Practices for IEEE Standards Development
  - [http://standards.ieee.org/develop/policies/best\\_practices\\_for\\_ieee\\_standards\\_development\\_051215.pdf](http://standards.ieee.org/develop/policies/best_practices_for_ieee_standards_development_051215.pdf)
- Distribution of Draft Standards (see 6.1.3 of the SASB Operations Manual)
  - <https://standards.ieee.org/about/policies/opman/sect6.html>

# Determination of Quorum

<https://tinyurl.com/yc3oxg6q>

# Approval of Agenda

1. Attendance
2. Call for Patents
3. Approval of agenda and of prior minutes (if quorum present)
4. Presentation: P1752 GitLab site
5. Other business

# Approval of Prior Minutes

(April 14)

# SA Ballot Invitation Process

Tom Thompson

Program Manager

IEEE Standards Association

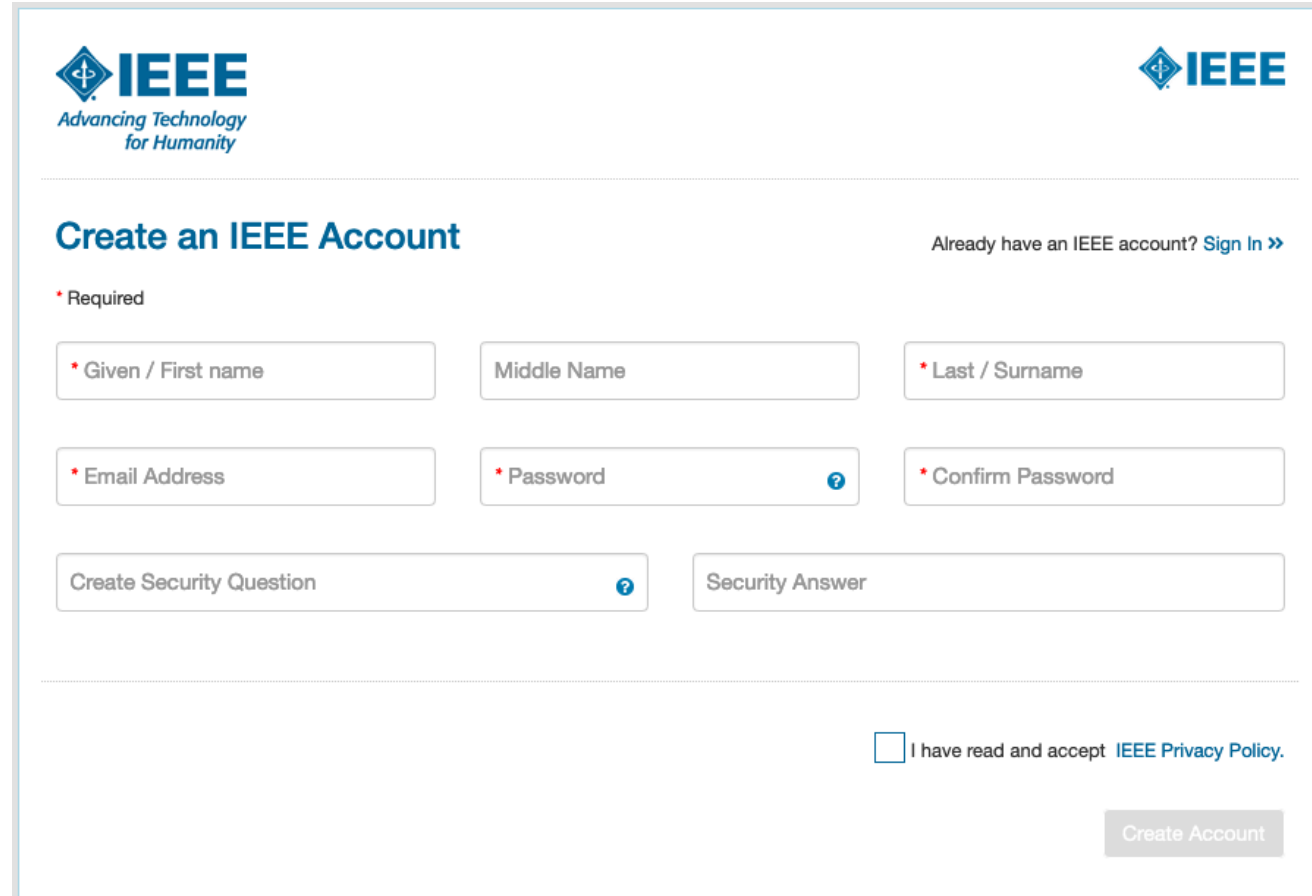
**See slide deck from 14 April 2020**

# Resources


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- My Project User Guide:  
[https://mentor.ieee.org/etools\\_documentation/dcn/11/etools\\_documentation-11-0014-MYPR-myproject-user-guide.pdf](https://mentor.ieee.org/etools_documentation/dcn/11/etools_documentation-11-0014-MYPR-myproject-user-guide.pdf)
- "Accessing myProject for the First Time" page 6
- "Follow/Register as an Interested Party (Standards Committee, Working Group, Project)" page 9
- "Join SA Ballot Group (Individual and Entity Balloting)" page 51
- To create a myProject account, go to  
<https://www.ieee.org/profile/public/createwebaccount/showCreateAccount.html>

# Create account screen



The screenshot shows the IEEE account creation interface. At the top left is the IEEE logo with the tagline "Advancing Technology for Humanity". At the top right is a smaller IEEE logo. The main heading is "Create an IEEE Account". To the right of this heading is a link: "Already have an IEEE account? Sign In >>". Below the heading, there is a "Required" label. The form consists of several input fields: "Given / First name", "Middle Name", "Last / Surname", "Email Address", "Password" (with a help icon), "Confirm Password", "Create Security Question" (with a help icon), and "Security Answer". At the bottom right, there is a checkbox labeled "I have read and accept IEEE Privacy Policy." and a "Create Account" button.

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## Create an IEEE Account

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\* Required

\* Given / First name    Middle Name    \* Last / Surname

\* Email Address    \* Password ?    \* Confirm Password

Create Security Question ?    Security Answer

I have read and accept [IEEE Privacy Policy.](#)

Create Account



# Three paths

- no IEEE membership: can participate in P1752 WG, can create a myProject account and specify interests, can be a balloter by paying per ballot fee OR for IEEE SA membership
- IEEE membership: can participate in P1752 WG, can create a myProject account and specify interests, has all the perks of being an IEEE member, can be a balloter by paying per ballot fee OR paying for upgrade to SA membership
- IEEE SA membership: can participate in P1752 WG, can create a myProject account and specify interests, has all the perks of being an IEEE member, can be a balloter without any additional fees
- To become an IEEE Standards Association (IEEE SA) individual member go to <https://www.ieee.org/membership-catalog/productdetail/showProductDetailPage.html?product=MEMSTDIND>

# IEEE SA Membership Screen

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## Memberships and Subscriptions Catalog

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**Add Item(s)**

**Membership includes** unlimited Balloting on Individual Projects, Working Group Chair Eligibility, Voting Rights for Governance in IEEE SA, IEEE SA Newswire, and a 10% Techstreet Discount.

# Questions?

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Tom Thompson  
Program Manager  
IEEE Standards Association  
732-562-5564  
thomas.Thompson@ieee.org

[www.standards.ieee.org](http://www.standards.ieee.org)

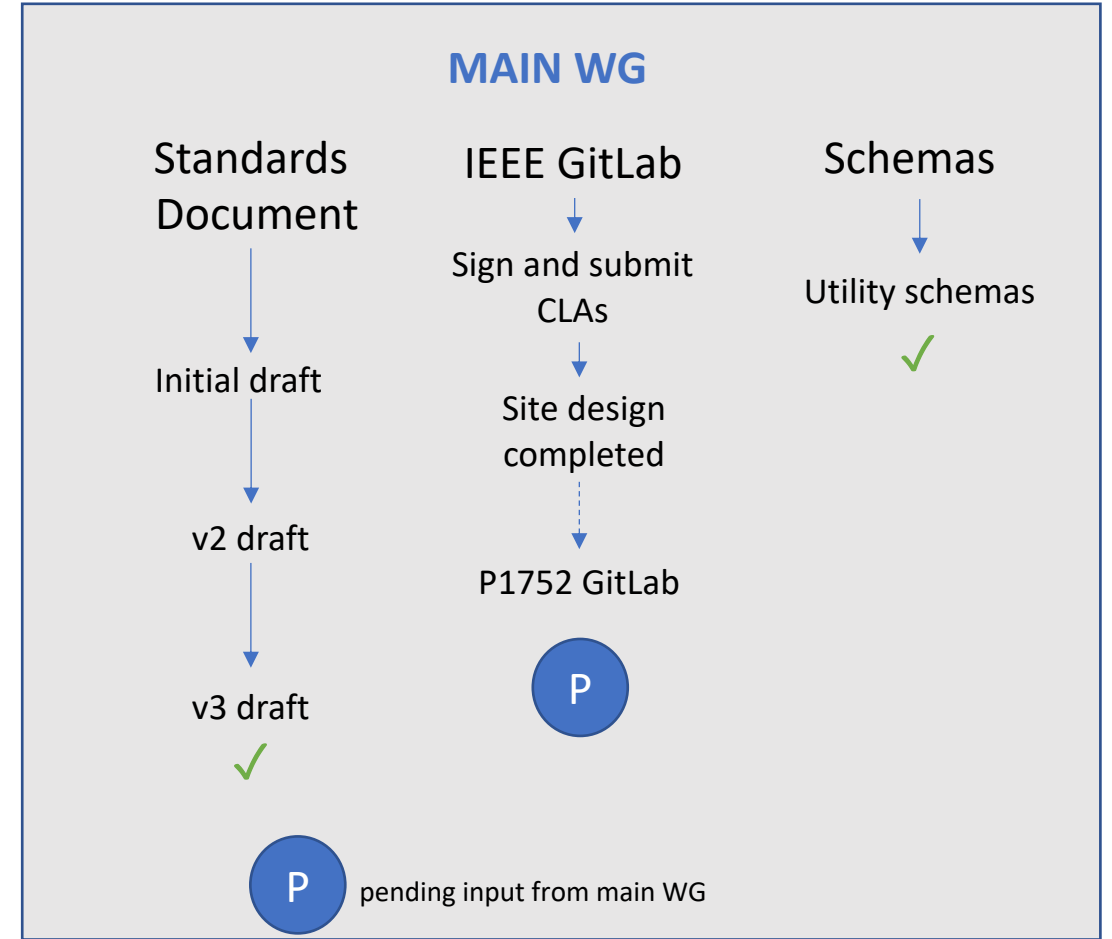
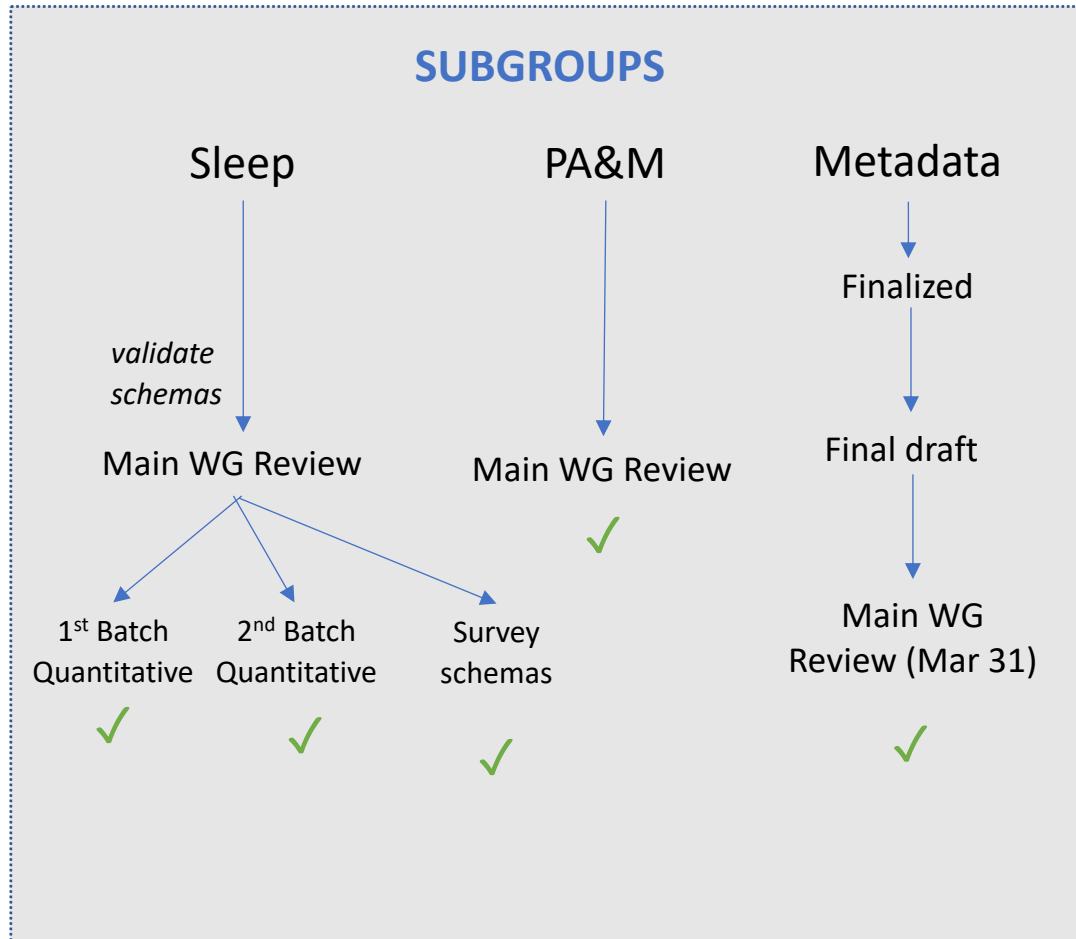
# Presentation

# P1752 Open Source Site

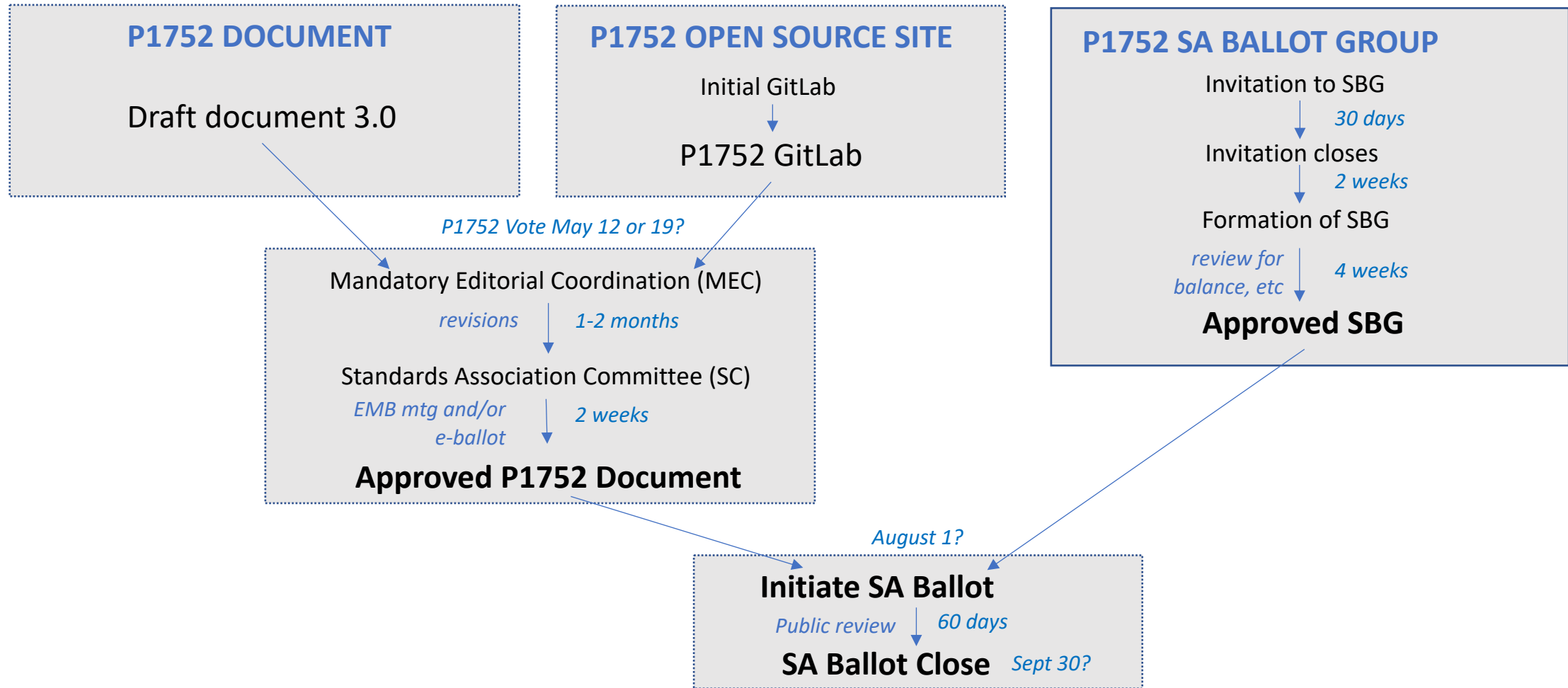
- <https://gitlab.com/IEEE-SA/omh/p1752>
- [presentation]
- Currently private
- Email [simona@openmhealth.org](mailto:simona@openmhealth.org) to
  - obtain access for review AND/OR
  - volunteer to validate schemas
  - provide feedback on the site (by May 8)

# Progress Towards Balloting

# Workstreams



# Balloting Workstreams





# Future Work

# Timeline Proposal

- March 31 WG call
  - DISCUSSION: Metadata schemas
- April 14 WG call
  - PRESENTATION: Voting rolls and procedure
  - PRESENTATION/DISCUSSION: rest of draft ballot, processes for review, GitLab readiness, etc.
- April 28 WG call
  - PRESENTATION/DISCUSSION: GitLab site
- May 12 or May 19
  - VOTE: Send document and open source site to MEC / OS Manager
  - VOTE: Whether GitLab site is public from outset or not

# Summary of Action Items

# Future Meetings

# Upcoming Meetings

- Main WG
  - **May 12 or 19**, 2020: 8 AM (Pacific)

Adjournment