

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)

21 July 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

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 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**

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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

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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.

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>

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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

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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
 - <https://standards.ieee.org/content/dam/ieee-standards/standards/web/documents/other/permissionltrs.zip>
- 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
- 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. Progress towards ballot: 1) Standard document; 2) OS site
5. Vote: send draft standard to Standard Committee
6. Other business

Approval of Prior Minutes

(June 30)

Progress Towards Balloting

Recent steps

- July 10
 - Met with OS Manager to review changes for the OS site
- July 20
 - Published OS site here <https://opensource.ieee.org/omh/1752>

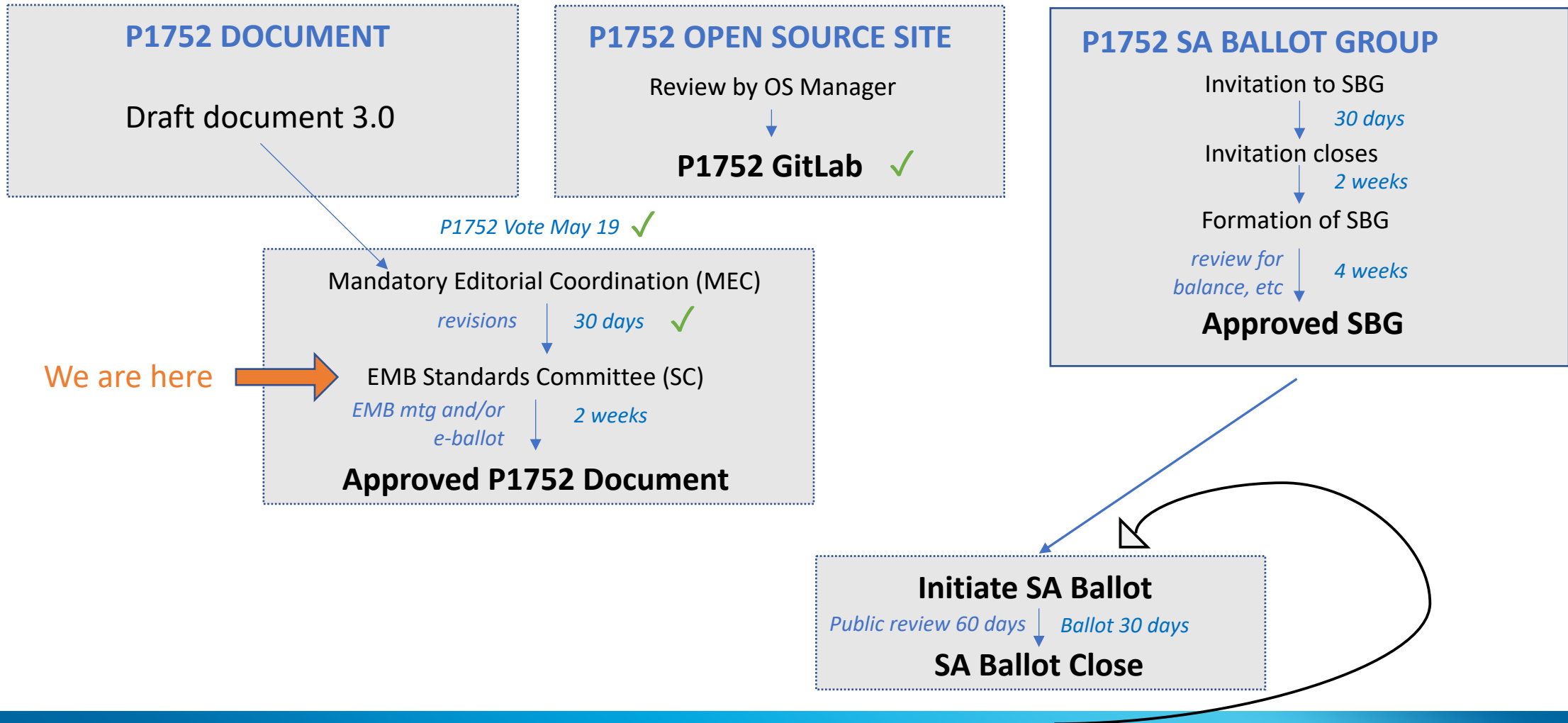
Summary of MEC Comments

- **Section I: items/issues to be resolved before the ballot begins**
 - OS Site [more shortly]
- **Section II: items/issues to be resolved before final recirculation**
 - Scope different in content:
 - a) standardized representations for mobile health data and metadata
 - b) specifications for a mobile health data applications programming interface
 - Introduction quite long
 - Normative references → list of schemas spelled out in details

Summary of Discussion with OS Manager

- <https://opensource.ieee.org/omh/1752>
- Change name of default branch from **master** to **main**
- Hyperlinks to the latest schema version for the standard document (SD)
- Copyright, author, contributor files
- Documentation of the repository structure (to add also to SD)
- Sample data file name convention [<schema-name-sample-dataX.json, where X can be nothing or a string, e.g., *ambient-light-sample-data.json*]
- Handling of schema versioning (to add to SD)
- Establish CI script for validation and remove Tools folder

Balloting Workstreams



Official Vote

- That the P1752 Working Group shall submit the D2 draft standard document (<https://ieeesa.imeetcentral.com/omh/folder/WzlwLDkxNjlwNjNd/WzlsNzEzMDg3NDNd/>) and the OS site (<https://opensource.ieee.org/omh/1752>) to the EMB Standards Committee for approval

Next steps

- July 22 (assuming vote is supportive)
 - Send D2 of the draft standard document to EMB Standards Committee
- August 25 SC meeting, or e-ballot if possible
 - After SC approval, can begin invitation to ballot group

For ballot process details, see presentations by Tom Thompson, IEEE Program Manager

<http://sagroups.ieee.org/1752/wp-content/uploads/sites/277/2020/04/2020-04-14-1752-slides.pdf> [slides 19-27]

<http://sagroups.ieee.org/1752/wp-content/uploads/sites/277/2020/04/2020-04-28-1752-slides.pdf> [slides 14-19]

Summary of Action Items

Future Meetings

Upcoming Meetings

- Main WG
 - August 11, 2020 at 8 AM (Pacific)

Adjournment