

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)

13 October 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: status and next steps
5. Other business

Approval of Prior Minutes

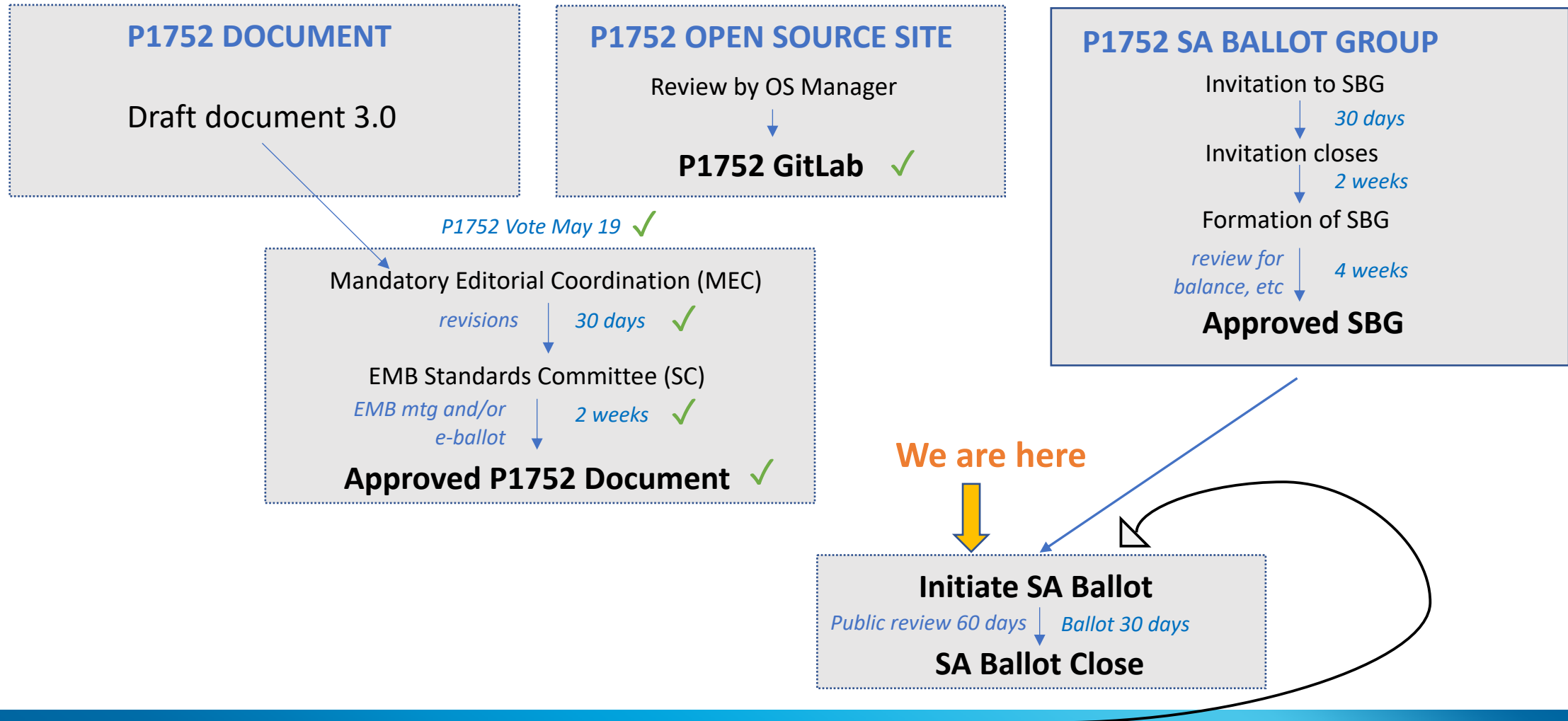
(September 1)

Progress Towards Balloting

Recent steps

- August 25
 - EMBS Standards Committee approved draft document and OS site for ballot
 - P1752 OS site frozen <https://opensource.ieee.org/omh/1752>
- September 8
 - Ballot invitation sent out to interested IEEE SA members
- October 8
 - Ballot invitation period closed: group includes 35 members & is balanced
- October 12
 - Draft standard document sent to Program Manager to initiate SA ballot

Balloting Workstreams



Next steps

- October 13 (or when approved by Program Manager)
 - Ballot period opens
- November 13
 - Ballot period closes
- December 13
 - Public review period closes

Ballot-related activities

- During the 30-day ballot period, balloters submit their vote and comments through MyProject (consensus is 75% “Yes” of at least 27/35 members)
- Once the ballot closes, the comments are available for the WG to review and can be downloaded into a spreadsheet
- Public review comments are received by the PM and forwarded
- The Comment Resolution Group (CRG)* triages the comments
- Each comment must be addressed (thought not necessarily accepted)
- The WG reviews and approves proposed changes to the draft standard

*Ida, Simona, Charlotte, Shiv, Anand

More Info on Public Review

- Public Review site
<https://publicreview.standards.ieee.org/public-review-web/public-app>
- Public Review Process explained
<https://standards.ieee.org/develop/balloting-standard/publicreview.html>
- Public review FAQ
<https://standards.ieee.org/faqs/public-review.html>
- A reminder that the OS site is public and anybody can comment there

IRAP Program

IEEE Rapid Activator Program (IRAP)

- The purpose of the IRAPS program is to accelerate the adoption of IEEE standards that are in draft approval or just released by inviting a set of companies to utilize the standard, give feedback how the standard helps their work and then do a large promotional effort (e.g., demos at large industry events)
- Targeting use cases demonstrating value of standards-based mHealth data integration for clinical research and/or clinical care (TBD)
- Aiming to demo at large conference(s) in 10-12 months
- Looking for several companies/entities to participate (for free)!

Summary of Action Items

Future Meetings

Upcoming Meetings

- Main WG
 - Tuesday, November 17 at 8 am Pacific

Adjournment