

# P1752 Working Group Meeting

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

Attendance Taken by Secretary

- 2 September 2025
- Teleconference

# Attendance

- Attendance is important for determining voting rights, so please remember to “check in” **Write full name and affiliation on your zoom name or in the chat.** If you attend only by phone, please email the info to [simona@openmhealth.org](mailto:simona@openmhealth.org)
- Secretary will mark attendance for everyone
- If you attended a previous call and your attendance was not noted on the draft minutes distributed by the Secretary, please email [simona@openmhealth.org](mailto:simona@openmhealth.org)

# Voting membership

- Attendance is important for determining voting membership
- After you've attended 2 consecutive meetings you are eligible for voting membership
- If you wish to become a voting member, send an email with the request to [simona@openmhealth.org](mailto:simona@openmhealth.org)
- You don't need to be a voting member to participate in the WG or subgroup calls
- You need to be a voting member to move or second motions and to vote whenever the WG entertains a motion (e.g., to approve the agenda, to approve an action by the WG, etc.)
- If you miss 2 consecutive meetings, voting membership is revoked and can be gained again by attending 2 consecutive meeting and sending a request
- Accommodation can be made for special circumstances, which should be brought to the Chair's attention

# IEEE Policies

# IEEE SA Call for Patents

# 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.

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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>

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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](mailto: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](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>

# IEEE SA Individual Participation

# Participant behavior in IEEE-SA activities is guided by the IEEE Codes of Ethics & Conduct

- All participants in IEEE-SA activities are expected to adhere to the core principles underlying the:
  - IEEE Code of Ethics
  - IEEE Code of Conduct
- The core principles of the IEEE Codes of Ethics & Conduct are to:
  - *Uphold the highest standards of integrity, responsible behavior, and ethical and professional conduct*
  - *Treat people fairly and with respect, to not engage in harassment, discrimination, or retaliation, and to protect people's privacy.*
  - *Avoid injuring others, their property, reputation, or employment by false or malicious action*
- The most recent versions of these Codes are available at <http://www.ieee.org/about/corporate/governance>

# Participants in the IEEE-SA “individual process” shall act independently of others, including employers

- The [IEEE-SA Standards Board Bylaws](#) require that “participants in the IEEE standards development individual process shall act based on their qualifications and experience”
- This means participants:
  - **Shall act & vote** based on their personal & independent opinions derived from their expertise, knowledge, and qualifications
  - **Shall not act or vote** based on any obligation to or any direction from any other person or organization, including an employer or client, regardless of any external commitments, agreements, contracts, or orders
  - **Shall not direct** the actions or votes of other participants or retaliate against other participants for fulfilling their responsibility to act & vote based on their personal & independently developed opinions
- By participating in standards activities using the “individual process”, you are deemed to accept these requirements; if you are unable to satisfy these requirements then you shall immediately cease any participation

# IEEE-SA standards activities shall allow the fair & equitable consideration of all viewpoints

- The [IEEE-SA Standards Board Bylaws](#) (clause 5.2.1.3) specifies that *“the standards development process shall not be dominated by any single interest category, individual, or organization”*
  - This means no participant may exercise *“authority, leadership, or influence by reason of superior leverage, strength, or representation to the exclusion of fair and equitable consideration of other viewpoints”* or *“to hinder the progress of the standards development activity”*
- This rule applies equally to those participating in a standards development project and to that project’s leadership group
- Any person who reasonably suspects that dominance is occurring in a standards development project is encouraged to bring the issue to the attention of the Standards Committee or the project’s IEEE-SA Program Manager

# Determination of Quorum

# Approval of Agenda

1. Attendance
2. Call for Patents, Copyright Policy, Code of Ethics
3. Approval of agenda and minutes (if quorum present)
4. Proposal to request PAR extension: discussion and motion
5. Updates: CR subgroup
6. Other business

# Approval of Prior Minutes

(August 19, 2025)

# PAR Extension Request

# Project Authorization Request (PAR)

- Current PAR expires December 31, 2025
- **PAR Scope:** This standard defines specifications for standardized representations for mobile health data and metadata for a set of health measures pertaining to cardiovascular, respiratory, and metabolic measures. Mobile health data encompasses personal health data collected from sensors and mobile applications.

# Proposal to Request PAR Extension

- Proposal Request a two-year PAR extension (to December 31, 2027) to complete the work within the current PAR
  - Draft standard (document + schemas on the repository) to be submitted to RevCom [Review Committee] by October 2027 to be on the December RevCom agenda to get approval from SASB [Standards Association Standards Board].
  - Draft standard ballot process to be completed before October 2027 (earlier is fine)
  - Ballot process defined by set-time intervals (i.e., defined series of steps, each with an associated timeline)

# PAR Extension Request Process

- Request process:
  - WG to review draft motion and vote (voting members)
  - If motion passes: Request EMBS Standard Committee (sponsor) to approve extension
  - If EMBS SC approves request: Request NesCom [New Standards Committee] to approve extension
- Request process to be completed before current PAR expiration date (December 31, 2025)

# Timeline for Requesting PAR Extension

- August 19: Proposal presentation to WG, initial discussion
- September 2: discussion, vote on motion
- September: submit request to EMBS SC for discussion and approval
  - SC notified of pending vote
- October 20, 2025: deadline to submit request to be included in NesCom December meeting [anchor deadline]

# Proposed Motion

- The P1752.2 Working Group requests the Engineering Biology and Medicine Society's Standards Committee (EMBS SC) to grant a 2-year extension of the current PAR, which is set to expire on December 31, 2025.
- If approved by EMBS SC, the Working Group will make the same request to the New Standards Committee (NesCom).

Update from Subgroup

# Summary of Action Items

# Future Meetings

# Upcoming Meetings

- P1752.2 WG call
  - Tuesday September 30, 2025 at 8 am Pacific
- Cardio-respiratory subgroup:
  - Thursday September 25, 2025 at 5 pm Pacific

Adjournment