IEEE P2023 – Digital Transformation Working Group Kickoff Meeting Agenda
**Sunday, 05 January, 2020**

**5:00 PM – 8:00 PM (PST)**

**Online Participants**

<https://meetings.webex.com/collabs/meetings/join?uuid=M78D52FGQ4Y6BNH091VQU17SGO-4O2>

**Face-to-Face Participants**

**Siena Room**, Tuscany Suites and Casino

255 E. Flamingo Road Las Vegas, NV 89169

**5:00 PM – 6:00 PM**

1. Call to Order (WG Chair)
2. Roll Call and Disclosure of Affiliation (WG Chair)

*Affiliation FAQs:* [*http://standards.ieee.org/faqs/affiliation.html*](http://standards.ieee.org/faqs/affiliation.html)

1. Establishment of Working Group Membership (WG Chair)
2. Approval of Agenda (WG Chair)
3. IEEE Patent & Copyright Policies (WG Chair)
Call for Patents <https://development.standards.ieee.org/myproject/Public/mytools/mob/slideset.pdf>

Copyright <https://standards.ieee.org/ipr/copyright-materials.html>

1. Review and Approval of Working Group Policies & Procedures (WG Chair & IEEE SA Program Manager)
2. Establishment of Officers (WG Chair)
	1. Vice-Chair and
	2. Secretary
3. Overview of Standards Development Process (Vanessa Lalitte, IEEE SA Program Manager)

**6:00 PM – 7:00 PM** Technical Presentations and Discussions

6:00 PM – 6:45 PM Presentation of the Project (Lee Stogner, WG Chair)

6:45 PM – 7:00 PM Presentation by Joshua Gay, (Stds Open Source Community Manager, IEEE SA…)

**7:00 PM – 7:10 PM Break**

**7:10 PM – 8:00 PM**

1. 7:10 PM – 7:50 PM Brain Storming and Action Plan
2. 7:50 PM – 7:58 PM Future Meetings
3. 7:58 PM – 8:00 PM Adjourn

**Entity Members:**

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from Ray Sheen to everyone:

I see there being three different approaches: 1- focus on what a digital business looks like, 2- overview of digital technologies and what they do, 3 - focus on transformation process (methodology for change)