

IEEE P2520 Working Group Meeting #10 Agenda
29 June 2020 / 10:00 AM – 11:30 AM (EDT)
Zoom Teleconference (<https://ncsu.zoom.us/j/945473904>).

1. Call to Order – WG Chair, Schiffman
Welcome, recording for minutes
2. Identification of Participants & Declaration of Affiliation – WG Secretary, Nagle
New members introduce themselves and their affiliation
3. Approval of Agenda – Schiffman
Call for changes, then approval
4. IEEE Patent & Copyright Policies – Schiffman
Required at each meeting
5. Approval of 22 June 2020 Meeting Minutes
If quorum is present
6. Discussion of IEEE Conformity Assessment Program (ICAP)
Continued from last meeting
7. Discussion of our P2520 odor standards numbering scheme
Changes needed?
8. Review of IEEE-SA PAR requirements and 14 Aug 2020 deadline
9. Volunteers for P2520.1.x Working Groups (x = 1, 2, 3, 4)
10. New Business
11. Review of Action Items - Nagle
12. Future Meetings
13. Adjourn