

IEEE P4006 Working Group Meeting #12  
 Meeting Minutes  
 05 September 2023  
 WG Chair: Roger Oliva  
 WG Secretary: Priscilla Mohammed

1. Call to Order:

- a. *The chair called to order at 9:05 (EDT) and welcomes everybody to the online meeting.*

2. Roll Call and Affiliation

- a. The WG chair performed a roll call. Participants provided their attendance and affiliation via google form.
- b. There was a total of 10 participants in attendance.

Meeting participants:

Roger Oliva (Zenithal Blue technologies / IEEE)	Priscilla Mohammed (Morgan State University)
Paolo de Matthaëis (NASA Goddard / IEEE)	Kaushal Buch (Giant Metrewave Radio Telescope, NCRA-TIFR)
Ryo Natsuaki (The University of Tokyo)	Mingliang Tao (Northwestern Polytechnical University)
Raúl Díez-García (Telespazio UK/ESA)	Deepak Kumar (Amity University Uttar Pradesh)
Dazhen Gu (NIST)	Adrian Perez Portero (Universitat Politecnica de Catalunya)

- c. *Since all 10 participants were not present at the same time, quorum was not established.*

3. Approval of agenda

- a. *The IEEE representative explained (after the meeting) that, since not enough WG members were attending to reach the quorum, the approval of the agenda was not possible. Nevertheless, the agenda was reviewed.*

4. Approval of previous meeting minutes

- a. *The WG Chair explained that, since not enough WG members were attending to reach the quorum, the approval of the minutes of the past meeting will be postponed to the next WG meeting.*

5. Report on past IGARSS meeting

*The WG chair reports that the first in-person WG meeting had to start 35 minutes later due to a double-booking problem with the room. The WG chair also explains that due to a technical problem no member could join remotely outside of IGARSS. New people joined in at the IGARSS. Focused on technical discussions, perspectives on what to standardize.*

6. IEEE Patent Policy

- a. *WG Chair presented the IEEE slides and made a call for potentially essential patents; no one raised concerns for consideration.*
  - b. *WG Chair presented the copyright policy as well. There was no question or comment.*
7. Priscilla Mohammed introduced as new WG secretary taking over for Paolo de Matthaëis who is now the new chair for the FARS technical committee.
8. Technical Discussion
  - a. *We discussed section 5.1 of the document. Operational scenario definitions can be updated to include more examples, perhaps adding active cases, and discussing the distinction between wideband and narrowband RFI with respect to their effects on both active and passive.*
  - b. *Some text was added regarding active remote sensing examples - Access status of RFI occupation ratio in both time and frequency domain for active sensors. This will be approved time next if/when we have quorum. It was suggested this ratio be done over a fixed period TBD.*
  - c. *Some text was added in section 5.2 describing the assessment process and the steps involved.*
  - d. *The need for more focused discussions was iterated, with writing assignments for different sections and set meetings.*
  - e. *It was suggested we have separate sub-group meetings for the active and passive, and both groups report to the general working group. The attendees were split on this idea versus a single meeting including both active and passive. For now, we will keep the single meeting once a month. In the future as we see fit, we can split the group into active and passive sub-groups.*
  - f. *Report on the URSI GASS poster on P4006*  
*Paolo de Matthaëis and Ryo Natsuaki attended URSI GASS in Sapporo Japan <https://www.ursi-gass2023.jp/> and presented the following poster:*  
*Towards A Standardized method to Quantity the amount of interference in remote sensing bands*  
[https://docs.google.com/presentation/d/1IPG-wjPKfsijWOwy\\_OHYxHv6Ycm45I-R/edit?usp=drive\\_link&ouid=107361127509536860731&rtpof=true&sd=true](https://docs.google.com/presentation/d/1IPG-wjPKfsijWOwy_OHYxHv6Ycm45I-R/edit?usp=drive_link&ouid=107361127509536860731&rtpof=true&sd=true)
9. Unfinished Business
  - a. *None*
10. New Business
  - a. *None*
11. Next meeting--date and location
  - a. *The WG Chair proposed to hold WG meetings the first Tuesday of every month at 9 to 10:30 EDT (which generally coincides to be at 15:16:30 CEST). It will focus on sections 5.2.1 and 5.2.2 for both passive and active.*
12. Adjournment
  - a. *The WG Chair adjourned the meeting at 10:30 (EST).*
  - b. *Minutes submitted by: Priscilla Mohammed, WG secretaire.*