

**IEEE P7000 Working Group Meeting
Draft Minutes
18 October 2019 / 9:00 A.M. – 11:00 A.M. (EDT)
Teleconference**

Motion to extend meeting time by 15 minutes

Mover: Sara S.; Second: Ozlem U.

Motion passed

*Meeting Minutes Recorded by Christy Bahn, Program Manager
(IEEE Standards Association, Operational Program Management)*

1. Call to Order

The meeting was called to order at 9:04 AM (EDT). A quorum was established.

2. Roll call and Disclosure of Affiliation

The list of attendees present is attached.

3. Approval of Agenda*

Motion to approve the agenda. (Mover, Ruth L.; Second, Tony G.). The agenda was unanimously approved as presented without objection.

4. Call for Patents ([Patent Policy](#))

The call for patents was raised; no one raised any concerns or comments for consideration.

5. Approval of September 13th Meeting Minutes*

Motion to approve the September 13th meeting minutes. (Mover, Lee B.; Second, Rob S.). The September 13th meeting minutes were unanimously approved without objection.

6. Comment Resolution Group Process Discussion*

Establishment of the CRG & nominations – presentation by Chair, Ali H.

Motion to approve the CRG composed of the following membership. (Mover: Annette R., Second: Sarah S.)

- Officers of the working group

- Chair or delegate of established subgroups: Annette R. (SoS), Vicky H. (Process), Sarah S.; Jacob M. delegate (Ethics), Gisele W. (Risk) Mark U. (Ontology).

- Member at large (Lewis G., Sri R., and Emile M.)

Motion Passed.

Annette R. appointed as the CRG Chair.

Subgroup members that are not members of the CRG were advised to keep in touch with their subgroups to receive updates on the resolution of comments. Information would also be shared via iMeet.

7. P7000 Updated Scope Discussion*

There are two suggested PAR updates for the next meeting. As the potential updates are not contingent of one another, they shall be processed independently.

- a. Proposed PAR Update 1: Weapons Exclusion (potential for adding additional statement around narrowing the applicability of the standard) – Ozlem U.

Motion to approve adding the recommended text to the scope. (Mover: Sarah S., Seconded: Ozlem U.) 8 votes of approval / 9 votes of disapproval. **Motion failed.**

- b. Proposed PAR Update 2: Scope & Purpose (Update based on the development of the draft and comments from the initial round) – Chair, Ali Hessami

Not discussed due to lack of time.

8. New Business

9. Future Meetings

- 15 November, 9:00 AM – 11:00 AM (EST)
- 13 December, 9:00 AM – 11:00 AM (EST)

10. Adjourn

Meeting was adjourned at 11:13 PM (EDT).

*Potential for Vote

Attendees:

First Name	Last Name	Affiliation	Role	Officer
Joseph	Abandoh-Sam	Valleyview University	NVM	
Gino	Almondo	Independent	NVM	
Christy	Bahn	IEEE Standards Association	S	
Lee	Bardford	Keysight Technologies	V	
Barbara	Bohr	HSR Hochschule für Technik Rapperswil/Switzerland	V	
Matthew	Ceglia	IEEE Standards Association	S	
Andrey	Fajardo	Self	V	
Tony	Gillespie	Robotics and Automation	V	

Lewis	Gray	Abelia Corporation	V	
Beiyuan	Guo	Beijing Jiaotong University	V	
Victoria	Hailey	The Victoria Hailey Group Corporation (VHG)	V	
Ali	Hessami	Vega Systems-UK	V	Chair
Yvette	Ho Sang	IEEE Standards Association	S	
Atsushi	Iwamura	Keio University	NVM	
Keith	Jansa	CIO Strategy Council	NVM	
Ruth	Lewis	Swinburne University of Technology	V	
Emile	Mardacany	Self	V	
Jake	Metcalf	Data & Society	V	
Zvikomborero	Murahwi	Independent	V	Secretary
Rod	Muttram	Independent Consultant	NVM	
Matthew	Newman	Self	NVM	
Alexander	Novotny	Independent	V	
Sridhar	Raghavan	Independent	V	
Randy	Rannow	Silverdraft Supercomputing	NVM	
Annette	Reilly	Unaffiliated	V	
Robert	Schaaf	AgilityXL	V	
Giuseppe	Spampinato	STMicroelectronics Italy	V	
Sarah	Spiekermann	Vienna University of Economics and Business	V	Vice-Chair
Ozlem	Ulgen	Birmingham City University, UK	V	
Altaz	Valani	Security Compass	NVM	
Richard	Veryard	Independent	V	
Gisele	Waters	Symbiotca LLC	V	
Till	Winkler	Vienna University of Economics and Business	NVM	