

IEEE P7000 Working Group Meeting
Draft Minutes
15 May 2020 / 9:00 A.M. – 11:00 A.M. (EDT)
Teleconference

Meeting Minutes Recorded by Zviko Murahwi, P7000 WG Secretary

1. Call to Order

The meeting was called to order at 9:00 AM. A quorum was established.

2. Roll call and Disclosure of Affiliation

A list of attendees present is attached.

3. Approval of Agenda

Motion to approve the agenda. (Mover, Rob S.; Second, Alexander N.). 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. [IEEE Copyright Policy](#)

The WG Chair reviewed the IEEE copyright policy.

6. Approval of April 17th Meeting Minutes

Motion to approve the April 17th meeting minutes. (Mover, Randy R.; Second, Ruth L.). The April 17th meeting minutes were unanimously approved.

7. Update on Balloting and Announcement of Results, Ali Hessami

Ali gave a detailed presentation on the results of the Standards Association Ballot which showed an approval rate of 73%. A rough timeline that will be need to be adjusted was presented. The presentation will be made available on iMeet.

a. CRG Subgroup Formation

Ali introduced Sam Sciacca as the newly appointed Chair of the CRG.

Motion to approve the formation of a new CRG subgroup. (Mover, Randy R.; Second, Sarah S.)

The topic was open for discussion. Lee asked that there be an amendment to the motion to include the CRG subgroup Chair name and the scope of the CRG.

Amended motion - ***Motion to approve the formation of a new CRG subgroup led by Sam Sciacca. The scope of the CRG subgroup: The responsibility of the P7000 Comment Resolution Group (CRG) is to respond properly to each comment from the SA Initial Ballot (D3) and any subsequent recirculation's.*** (Mover: Sarah S.; Second, Annette R.) The motion was approved unanimously.

Sam introduced himself and noted he would produce a schedule of CRG meetings in consultation with CRG members. For now, meetings will be via teleconference.

Volunteer nominations to the CRG will remain open until 22 May, 2020. WG members wishing to join should submit their details to the WG Chair, WG Secretary or IEEE Programme Manager (Christy).

8. Future Meetings

It was noted that some WG meeting dates may have to be moved to accommodate CRG activities.

- 19 June, 9:00 AM – 11:00 AM (EDT)
- 17 July, 9:00 AM – 11:00 AM (EDT)
- 18 August, 9:00 AM – 11:00 AM (EDT)
- 16 October, 9:00 AM – 11:00 AM (EDT)
- 20 November, 9:00 AM – 11:00 AM (EST)
- 18 December, 9:00 AM – 11:00 AM (EST)

9. Adjourn

Motion to adjourn the meeting. (Mover, Gisele W.; Second, Rob S.) The meeting was adjourned without objection at 10:08 AM.

Attendees:

First Name	Last Name	Affiliation	Role	Officer
Atsushi	Iwmaura	Keio University	NVM	
Gerri	Light	Western Governors University	NVM	
Jake	Metcalfe	Data & Society	NVM	
Rod	Muttram	Independent Consultant	NVM	
James	Pratt	AT&T's Chief Data Office	NVM	
Ozlem	Ulgen	Birmingham City University, UK	NVM	
Daniel	Varona	Western University	NVM	
Christy	Bahn	IEEE Standards Association	S	
Sam	Sciacca	IEEE Standards Association	S	
Lee	Barford	University of Nevada	V	
Barbara	Bohr	HSR Hochschule für Technik Rapperswil/Switzerland	V	
Jennifer	Costley	Self	V	
Feyzan	Dalay	Sikorsky	V	
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
Ruth	Lewis	Independent	V	
Emile	Mardacany	Self	V	
Zvikomborero	Murahwi	Independent	V	Secretary
Alexander	Novotny	Independent	V	
Freddy	Pirajan	District University FJC, Colombia	V	
Sridhar	Raghavan	Independent	V	
Randy	Rannow	Silverdraft Supercomputing	V	
Annette	Reilly	Unaffiliated	V	
Robert	Schaaf	AgilityXL	V	
Giuseppe	Spampinato	STMicroelectronics Italy	V	
Sarah	Spiekermann	Vienna University of Economics and Business	V	Vice-Chair
Gisele	Waters	Symbiotica LLC	V	
Till	Winkler	Vienna University of Economics and Business	V	

Role Legend	V = Voting Member
	NVM = Non-voting Member
	S = Staff