

IEEE P7000 Working Group Meeting
Draft Minutes
19 June 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, Randy R.; Second, Gisele W.). 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 May 15th Meeting Minutes

Motion to approve the May 15th meeting minutes. (Mover, Randy R.; Second, Gisele W.). The May 15th meeting minutes were unanimously approved.

7. Update on the current status, Ali Hessami

Ali gave a detailed update with some attention to the following:

- Resumption of the technical Editor role for D4 by Ali.
- A possible revision of the PAR which would be avoided if there were indications this would cause delays to target publication dates for P7000.
- The unlikelihood of a significant change of content but a possibility of relocating text between sections.
- As per Sam's email message that D3 had achieved the required 75% approval rate but complete resolution of comments would still be required.

8. CRG Activities Progress Report, Sam Sciacca

Sam gave a detailed report covering the following:

- Confirmed the possibility of a change of the PAR/scope with no loss of content but relocation of text.
- The required by IEEE-SA and REVCOM to have all comments resolved even with the 75% approval rate recently achieved.

- Organization of the CRG which included formation of teams – with the CRG to meet weekly and teams to work out their own meeting schedules to complete their tasks on time. Sarah and Ali would be available to assist any team in need of help and if needed the entire WG would be summoned.
- Target to complete CRG work in 4 weeks time.

9. Future Meetings

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

- 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)

10. Adjourn

The meeting was adjourned without objection at 09:50 AM.

Attendees:

First Name	Last Name	Affiliation	Role	Officer
Gerri	Light	Western Governors University	NVM	
James	Pratt	AT&T's Chief Data Office	NVM	
Christy	Bahn	IEEE Standards Association	S	
Sam	Sciacca	IEEE Standards Association	CRG Chair	
Barbara	Bohr	HSR Hochschule für Technik Rapperswil/Switzerland	V	
Feyzan	Dalay	Sikorsky	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	WG Chair
Ruth	Lewis	Independent	V	
Emile	Mardacany	Self	V	
Zvikomborero	Murahwi	Independent	V	WG Secretary
Alexander	Novotny	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	WG Vice-Chair
Gisele	Waters	Symbiotica LLC	V	
Edmund	Kienast	Australian Digital Health Agency	V	
Martin	Saerbeck	TUV SUD Singapore	NVM	
Till	Winkler	Vienna University of Economics and Business	V	

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