

IEEE P7000 Working Group Meeting
Draft Minutes
21 August 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, Lee B.; Second, Andrej F). 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; no one raised any concerns or comments for consideration.

6. Approval of July 17th Meeting Minutes

Motion to approve the July 17th meeting minutes. (Mover, Rob S.; Second, Andrej F). The July 17th meeting minutes were unanimously approved.

7. Update on the current status, Ali Hessami

Ali gave the following explanation to why the day's agenda made provision for straw polls:

- As contingency because as Chair he believed the WG now needed speedy resolutions to any issues which were looking unresolved (e.g. terminology, tracking scope and purpose of PAR, treatment of low risk EVRs);
- The use of terms particularly 'Value Demonstrators' and 'Values' needed to be resolved.

The WG had discussions which resulted in a straw poll on the use of the term 'Value Demonstrators' as follows:

- Lee Barford moved to retain the term 'Value Demonstrators', and Gisele seconded.
- The poll produced the following results:
In favor of retaining: **13 votes**;
For alternative term: **2 votes**;
Abstain: **2 votes**.

In line with the results of the straw poll, the WG agreed to keep the term 'value demonstrators'.

8. CRG Activities Progress Report, Ali Hessami

In the absence of the CRG Chair, the WG Chair asked the CRG Team Leaders to give reports:

- a. Team 1, Annette Reilly.
 - The team had remained inactive for almost 3 weeks waiting for the new Draft with D3 clause 11 removed,
- b. Team 2, Lee Barford.
 - Straw poll results on the use of the term 'Value Demonstrators' would assist in resolving comments raised on clause 7,
 - Team had requested for Sam's guidance on resolving some of the comments assigned to them.
- c. Team 3, Rod Muttram.
 - Straw poll results on the use of the term 'Value Demonstrators' would assist in resolving comments raised on use of the term,
 - Comments associated with risk were waiting for the new draft (from which D3 clause 11 would have been deleted).
 - Working with other affected teams on correctly placing activity for deriving requirements as this activity relates closely with the Design Process
- d. Team 4, Lewis Gray.
 - The team had completed disposition of its allocation of comments.
- e. Task Group (of Sarah, Lewis and Rob) on relocating clauses from Clause 11, Rob Schaaf.
 - Team consensus reached on the assigned tasks,
 - New draft submitted to Sam for his review.

CRG weekly update meetings would continue as per the current schedule.

9. Speaker's Corner, Sri R.

Sri gave a presentation under the title 'Time to Raise Critical Questions that Remain on the Sidelines'.

- The WG expressed appreciation of Sri's views.

10. Future Meetings

- 18 September, 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)

11. Adjourn

Gisele W moved to adjourn, Rob M seconded.

The meeting was unanimously adjourned without objection at 10:56 AM.

Attendees:

First Name	Last Name	Affiliation	Role	Officer
Christy	Bahn	IEEE Standards Association	S	
Lee	Barford	University of Nevada	V	
Barbara	Bohr	HSR Hochschule für Technik Rapperswil/Switzerland	V	
Jennifer	Costley	Self	V	
Andrey	Fajardo	Self	V	
Tony	Gillespie	Robotics and Automation	V	
Lewis	Gray	Abelia Corporation	V	
Victoria	Hailey	The Victoria Hailey Group Corporation (VHG)	V	
Ali	Hessami	Vega Systems-UK	V	Chair
Hongmei	He	Cranfield University	NVM	
Ali	Hossani	National Gallery X	NVM	
Edmund	Kienast	Australian Digital Health Agency	V	
Ruth	Lewis	Independent	V	
Emile	Mardacany	Self	V	
Zvikomborero	Murahwi	Independent	V	Secretary
Rod	Muttram	Independent Consultant	NVM	
Alexander	Novotny	Independent	V	
Freddy	Pirajan	District University FJC, Colombia	V	
Sridhar	Raghavan	Independent	V	
Annette	Reilly	Unaffiliated	V	
Martin	Saerbeck	TUV SUD Singapore	NVM	
Robert	Schaaf	AgilityXL	V	
Guisepe	Spampinato	STMicroelectronics Italy	V	
Altaz	Valani	Security Compass		
Gisele	Waters	Symbiotica LLC	V	

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