

**IEEE P7001 Working Group  
Meeting Draft Agenda July 31, 2017 10AM-11AM EDT  
Recorded by Natasha Alvarado, Secretary**

**1. Call to Order**

Meeting called to order by Alan, the Chair at 11:00 am.

- Introductions

All introductions have been made.

**2. IEEE Patent Policy**

- Call for Patents

No patent claims have been raised.

**3. Establish Quorum**

The quorum was not established.

**4. Technical Discussion and Task Force reports –**

The key is to identify all key stakeholders relevance to transparency: lawyers consider insurers, the public, etc.

The references that have guided the discussion are all provided and guiding the direction of the technical discussion. However, the limited availability on “transparency” reveals the integral role of this standard.

It has been noted that a Working Group Chair from the 7000’s series has acknowledged an existing standard that could be beneficial. Once provided, Michael will be able to provide information of the standard to Alan.

*Section 1.4 of the Task Force Document:*

Note: Designers / manufacturers are the target audience (i.e users) of the standard not stakeholders (in section 2) who are the beneficiaries.

Consider a level of transparency 0-5 scale. Level 0, the user has no idea of what a system is doing. Whereas, 5 represents that the user understands all the functions and purpose of the system.

How can we differentiate the levels of transparency for levels?

Levels for the user is about “explain ability”. This is important relative to the perspective of the user.

Challenges in learning system: Typically, they are black box.

## 5. New Business

Working group secretary has been introduced as an available role. If anyone is interested in the role please contact Natasha Alvarado via email [n.alvarado@ieee.org](mailto:n.alvarado@ieee.org).

## 6. Next meeting(s)

A doodle poll will be sent out for the next meeting.

17 July  
24 July  
25 July  
31 July

## 7. Adjourn

The meeting was adjourned at 12:51 pm EST.

Name	Affiliation	Present
Alan Winfield	University of the West of England, Bristol	X
Taskashi Egawa	NEC	X
Deborah Peel MD	Founder & President Patient Privacy Rights	X
Peter Teneriello		X

Michael Kipness IEEE –IEEE Staff  
Natasha Alvarado- IEEE Staff