February 19, 2019/ 8-9am EST

**Join Me:** [https://join.me/ieeesawg\_P7009](https://www.google.com/url?q=https%3A%2F%2Fjoin.me%2Fieeesawg_P7009&sa=D&ust=1541423631386000&usg=AFQjCNHL_hhtZo5adb38VRpV-YVlyFxQaA)

Attendees:

1. Call to Order Danit
2. Introductions, Changes to Affiliations Danit
	1. Establish Quorum Jen
3. Call for Patents Danit
4. Secretary’s Report Danit/Jen
	1. Review and Approval of Previous Meeting Minutes
		1. Motion:
			1. Results: ## Yes / ## No / ## Abstain
	2. Status of Action
5. New Business Members

5.1. Conclude the present state of our automation discussion and call for further questions and suggestions to inform the work of the above-mentioned subgroup

5.2. Loop this discussion back to the standard outline and make much-needed alterations

5.3. Remaining Questions and suggestions

1. Old Business Danit/Jen
	1. Call for Secretary
2. Recap of Action Items Jen
3. Adjournment Danit