

**IEEE P7012 Working Group Meeting
Draft Minutes
12 November 2019, 11:30 AM – 1:30 PM (EST)
Teleconference**

1. Call to Order

The meeting was called to order at 11:39 AM.

2. Roll call and Affiliation Declarations

A quorum was established. A list of attendees present is attached.

3. Approval of Draft Agenda

Motion to approve the agenda. (Mover: Dean L., Second: Mary H.). The agenda was approved as submitted without objection.

4. IEEE Patent Policy: [Call for Patents](#)

The call for patents was raised. There were no questions or concerns.

5. [IEEE Copyright Policy](#)

The IEEE copyright policy was updated earlier this year. New presentations are now available. **Action item:** Christy to confirm if Copyright Policy has recently changed, and what key concerns are.

*The copyright material was revised early this year and the documents now reflect those changes. WGs are being asked to share this at every WG meeting because participants are expected to make sure they understand the policy, and how it affects any Contributions they make to the WG. **Action item completed.***

6. Review of IEEE P7012 Draft, Mary H.

Christy noted per the WG P&Ps what is not be included in minutes/notes:

The following shall not be recorded in minutes:

- Transcriptions of detailed discussions
- Attributions of comments to specific participants

Lisa said she would like to start tracking the agreements during the WG (official and non-official) calls. She will start a spreadsheet and post in iMeet.

Lisa reviewed the highlights from the last drafting call on 11/6/19.

- Vicky is drafting some clarifying text for the scope (section 1.1)

There will be 2 parallel drafting groups:

- One drafting the interop (ICT) portion of the spec
- One drafting applications of the spec in the form of detailed use cases that map use cases using the model & terminology, and also reference existing technologies where appropriate that are involved.

A small group will start working on the Use case mapping: Lisa, Ian, Bernd and Dean, Doc and, Mary. The group was asked to read the use case text and the presentation in iMeet.

- a. Group will meet during regularly scheduled 11/13/19 Wednesday drafting call. Lisa and Mary will prepare agenda.

Mary is preparing a summary of key open questions from the previous few drafting meetings and expects to have it published to the community this week.

Next week, we'll have two calls:

1. Regularly scheduled drafting call Wednesday 11/20/19, 8:30am PT will be a holistic drafting session, reviewing:
 - a. Vicky's revision to section 1.1 of the scope, and
 - b. Mary's summary of open questions et al.
2. TBD Use Case sub-group call to continue work on the Intentcasting Use case.

Secretary for WG: Christy will follow up with Scott Mace to confirm his interest and participation in the December meeting.

7. Scope Discussion

8. Future Meetings

- 10 December, 11:30 AM – 1:30 PM (EST)
- 14 January, 11:30 AM – 1:30 PM (EST)

9. Adjourn

The meeting was adjourned at 12:45 PM. Mary motioned, Bernd second.

Attendees:

First Name	Last Name	Affiliation	Role	Officer
Christy	Bahn	IEEE Standards Association	S	
Bernd	Blobel	University of Regensburg, Medical Faculty	V	
Iain	Henderson	Customer Commons & JLINC Labs	V	

Mary	Hodder	Customer Commons & JLINC Labs	V	
Dean	Landsman	PDEC	V	
Lisa	LeVasseur	Wrethinking, the Foundation	V	Vice-Chair
Doc	Searls	Customer Commons	V	
Joyce	Searls	Customer Commons & Sovrin Foundation	V	