

IEEE P3136 Working Group

Kick-off Meeting Minutes

June 22nd 2022

11:00 AM – 1:30 PM (MDT)

5:00 PM – 7:30 PM (UTC)

Hyatt Regency Denver at Colorado Convention Center

650 15th St., Denver, CO 80202

WG Chair: Wilhelm Keusgen

1. Call to Order:
 - a. *The meeting started at 11:00 a.m. 16 persons were in the room, 17 persons attended remotely.*
2. Roll Call and Affiliation
 - a. *The members in the room and the ones in the video call expressed their affiliation.*
3. Establishment of Working Group Membership
 - a. *The working group membership was established. The total number of participants was 33 and all indicated interest in becoming a Working Group member.*
 - b. *List of participants (including employer) at the end of the minutes in Appendix.*
4. Approval of agenda
 - a. *The agenda was approved. The WG chair started the motion. Uli Nickel seconded, nobody voted against the motion, and nobody abstained.*
5. Review and approval of WG Policies & Procedures
 - a. *The WG Chair Wilhelm Keusgen introduced and explained the simplified baseline policies and procedures which are intended to be used within the Working Group.*
 - b. *The WG Policies & Procedures were approved. The WG chair started the motion. Bela Szendrenyi seconded, nobody voted against the motion, and nobody abstained.*
6. Establishment of Officers
 - a. *The WG chair appointed Uli Nickel as vice chair of the WG.*
 - b. *The WG chair asked to volunteer for the position of secretary. Bela Szendrenyi agreed and the WG chair appointed him as secretary of the WG.*
 - c. *No treasurer was appointed.*
7. IEEE Policies
 - a. *The WG chair introduced the Patent Policy and made a call for potentially essential patents; no one raised concerns for consideration.*
 - b. *WG chair described the Copyright Policy. There were no questions or concerns.*
8. Introduction to P3136

- a. The WG chair introduced the standardization activity concerning P3136 and motivated the need for a new waveguide interface.*
9. Technical Presentation
 - a. Uli Nickel gave a talk on “The Final Report of the NEW Interface Initiative” in which he explained the current state-of-the-art of waveguide interfaces and proposed requirements for an enhanced new waveguide interface.*
10. Next meeting--date and location
 - a. The WG chair proposed to have the WG meetings in conjunction with IMS and RWW events. It was also discussed to meet next time during EuMW conference in September. No motion on a final decision was taken.*
11. Adjournment
 - a. The WG Chair adjourned the meeting at 1:45 PM.*
 - b. Minutes submitted by: Wilhelm Keusgen*