1. Call to Order- John Kulick
   - Introduction and Declarations of Affiliation
   - Roll Call, Membership Update, and Establish Quorum
     - 7/34 Quorum unachieved

2. Approval of the Agenda- John Kulick
   - There were no additions to the agenda and the agenda was not approved due to lack of Quorum

3. Review of Standards Committee WG Policies and Procedures (P&P)- Ashley Moran
   - Reviewed the Standards Committee P&P’s specifically around membership

4. Establishment of Officers- John Kulick
   - Appointment (as per P&Ps) of Yu Yuan as the Vice Chair
   - There was a call made for a Secretary of the Standards Committee

5. Approval of the Meeting Minutes
   - The March 2019 minutes were not approved due to a lack of quorum. They will be approved at the next meeting.

6. Current Working Group Activity
   - There was an update given for each of the working groups and the scopes of P2065 and P2066 were reviewed upon request
     - The P2065 and P2066 working groups are in draft development and the next meetings will be on February 14th, 2020.
- P2067 had their kick-off meeting in October and the next meeting is scheduled for the week of January 20th. The working group almost has a complete draft and will potentially go to ballot in 2020.

7. Agenda for the Face to Face meeting
   - The group discussed the agenda for the Face to Face meeting in March 2020
   - There is time allotted for IEEE SA training and the chair asked the group to provide feedback on what they would like to be trained on.
   - On the agenda there will also be a road mapping and brainstorming session to find opportunities for Standards projects.

8. Road Mapping Session planning
   - There was discussion on how to identify gaps in standardization within the Photonics Standards Committee scope through a road mapping exercise. This discussion will continue at the meeting in March.
   - Dave Krohn has provided a list of Fiber Optic Sensor Standards activities for review (see page 4 to view list).
   - Steve Bush strongly suggested interaction with the QED-C and focus on quantum technology-related standards efforts.
   - Ken Barat mentioned that he works on ANSI standards and SAE and can help provide information on what those groups are working on within the Photonics Committee scope.
   - The group discussed that the goal is to find ideas for complementary standards to the work being done at other SDO’s, not to encroach on the work already being done in this area.

9. Action Items
   - The Secretary position is still open and the goal is to fill this position in time for the Face to Face meeting in March.
   - The group is working to create a list of current standards work that fall under the Photonics Standards Committee scope for discussion during the Face to Face meeting by February 7th, 2020.

10. New Business
- No New Business

11. Next Meeting

- March 2020 at the OFC Conference in San Diego, CA
- A survey was sent to the committee to see what day of the meeting works best for the team.

12. Meeting Adjourned at 2:00 PM
Fiber Optic Sensor Standards Activities

- Photonic Sensors Consortium
- SEAFOM™ - International Joint Industry Forum to promote the growth of fiber optics in subsea applications.
- ISIS Canada: Civionic Standards
- NSF/NIST: FOS Standard for SHM
- POSC: DTS Standard
- IEEE Std. 952-1997: IFOG Standard
- ASTM:
  - Subcommittee E13.09 (Fiber Optic chemical sensing)
  - Electrical strain gage tests
- IEC:
  - 60044-7 & 60044-8 (Optical CT & VT)
  - IEC 61757-1 Fiber Optic Sensors – Part 1: Generic Specification
- ISA: SP12.21 (FOS for hazardous locations)
- SAE: ARD 50024 (FOS for Avionic use)
- SIIS (Subsea Instrumentation Interface Standard)
- IWIS (Intelligent Well Information Standard)
- POSC/WITSML (Petrotechnical Open Standards Consortium/ Wellsite Information Transfer Standard Markup Language)
- IDOPTS (International Distributed Optical Performance Testing Standard)
- Telcordia GR-63 – operating conditions tests
- Fire detection
  - EN 54-5 or EN 54-22 (Europe)
  - FM (USA)
  - CUL521 (Canada)