**IEEE P4001 Working Group**

**Meeting #36 Minutes [30 August 2022 1000-1100 EDT USA] – V00**

**Virtual Zoom Meeting**

1. Call to Order
	1. Introduction and Affiliation Declarations
		1. Roll call of Individuals
	2. Establishment of Quorum – Report on Membership
		1. 42 active members
		2. 34 attendees at the meeting – Quorum achieved (needed 21).
2. Approval of Agenda
	1. Agenda Review for Meeting #36
		1. Motion by Oliver Weatherbee. Seconded by Andrei Fridman.
	2. Approval of Meeting Minutes from meetings #35
		1. Minutes #35 – approve provisionally on changes to be submitted by Chris Durell (from Andrei).
			1. Motion by Alex Fong. Seconded by Miguel Velez Reyes
3. IEEE Patent & Copyright Policies
	1. Call for Patents
	2. Copyright Policy
4. Status of Draft Documents
	1. Link to current Google Doc Standard: [https://docs.google.com/document/d/1S8ktuPBAJBhW5\_uAJ0MyMInFyzIR3j2USIqPWWwp\_60/edit#heading=h.v4c5g1jfzsrd](https://docs.google.com/document/d/1S8ktuPBAJBhW5_uAJ0MyMInFyzIR3j2USIqPWWwp_60/edit%22%20%5Cl%20%22heading%3Dh.v4c5g1jfzsrd)
	2. Metadata documents location – 52 chracteristics, >60 terms

* + 1. <https://docs.google.com/spreadsheets/d/1_EzNcb0Py_qyN2pxXBaZYr3SMVXP7t8qXBoahkVjjZI/edit#gid=0>
	1. Review of the revised and consolidated document by Torbjorn Skauli.
		1. Document is mostly mature, but Torbjorn pointed out minor issues that need to be worked on.
		2. Incorporating some EMVA 1288 comments that people should look at and comment on.
		3. Metadata terms need some elaboration.
		4. Annexes will be provided for more areas that need complete explanation.
		5. John Gilchrist Comment: Please sign into the Google Docs if you want to make comments so we know which have been resolved and who made the comment.
		6. Andrei Fridman Comments:
			1. Measurements should be mandatory and prescribed vs. optional to make comparisons valid between manufacturers and instrument types.
			2. C1 group – include all camera types into the standard or just pushbroom, otherwise it is not a fair comparison.
				1. Oliver Weatherbee: Other architectures are called out as to what applies and what does not, but pushbroom is the primary focus.
			3. Airborne and Laboratory/Industrial sampling comparison cameras may not be fair as fixed use cameras have an advantage. There should be the same number of sampling points for all cases to make a fair comparison.
			4. Many comments: The emphasis is pushbroom, but we will call out exceptions on the other architectures where applicable.
1. Testing Groups – plan for them to present at next meeting (July)
	1. Radiometry (Emmett)
		1. Presentation of radiometric test methods
			1. Slides will be distributed with the Meeting #36 Minutes
	2. Spatial (David C)
		1. Presentation of A\* test methods
			1. Slides will be distributed with the Meeting #36 Minutes
	3. Spectral (David P)
		1. Presentation of Spatial/Spectral test methods
			1. Slides will be distributed with the Meeting #36 Minutes
	4. Stray Light (Chris D)
		1. Deferred to next month due to time constraints
	5. Meta Data (Jan M)
		1. Deferred to next month due to time constraints
2. Outreach
	1. Vision Stuttgart – EMVA Forum – Hannu Holma (Oct 4-6)
	2. P4001 presentations at the following events:
	3. SPIE Optics & Photonics: San Diego – Aug 21-25, Chris Durell
	4. CEOS-IVOS Meeting: Reston, VA - Aug 29-Sept 2, Chris Durell
	5. CALCON Conference: Logan, UT Sept 12-15, Chris Durell
3. Leadership Elections Announced for October
	1. John Gilchrist as P4001 Chair
	2. Recommitted Torbjorn Skauli as P4001 Vice-Chair
	3. Recommitted Chris Durell as P4001 Secretary
	4. Intention is to re-elect by unanimous consent/no objection unless there are contenders for the positions.
4. Open Discussion
	1. Next meeting (28th Sept 2022)/
	2. Andrei would ask us to address issues in 8a – copied below
		1. Andrei commented that the discussion on effective pixel count was not fully resolved and more discussion was needed to evaluate the difference between the method in C1 Spatial-Spectral document and the method proposed later by Torbjorn.
5. Adjourn General Meeting
	1. Motion by Miguel Velez Reyes. Seconded by Ian Lau.
6. Meeting closed.

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