P1671 WORKING GROUP
Friday September 1, 2023

Room TBD Time 9:45AM – 5:00PM (Eastern)

Draft 3: August 10, 2023, M. Seavey

P1671 INITIAL WORKING GROUP

1) **CALL TO ORDER**   *Mike Seavey*

2) **INTRODUCTIONS**   *Mike Seavey*

3) **IEEE PATENT SLIDESET**   *Mike Seavey*

4) **APPOINT WG VICE CHAIR (optional)**   *Mike Seavey*

5) **APPOINT WG SECRETARY (mandatory)**   *Mike Seavey*

6) **ESTABLISH INITIAL WORKING GROUP MEMBERSHIP**   *Mike Seavey*

7) **WORKING GROUP KICKOFF MEETING**   *Mike Seavey*
   Review & Understand the Approved PAR
   Review Proposed ATML Standardization
   Review what has been done to date
     Word File Document (2010 to 2023)
     File Storage Locations

8) **LUNCH**

9) **WORKING GROUP KICKOFF MEETING (cont.)**   *Mike Seavey*
   Develop a WG Schedule with Preliminary Tasks and Assignees
   Develop WG Subgroups (Schemas, Examples, Figures, Text)
   Establish Frequency, Date, and Time for WG Electronic Meetings

10) **ADJOURN WORKING GROUP**   *Mike Seavey*