IEEE 802 Task Force Meeting
March 20, 2014
10:30 AM-12:30 PM
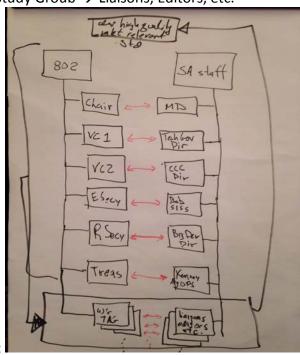## Func 3A, Arcade

SOM: 10:30 AM

Attendees
IEEE 802: Paul Nikolich, Geoff Thompson, Clint Chaplin, Pat Thaler, James Gilb, David Law, Glenn Parsons
IEEE-SA: Walter Pienciak, Karen McCabe, Adam Newman, Walter Sun, Michelle Turner, Lisa Perry, Jodi Haasz, Meng Zhao, Soo Kim, Kathryn Bennett

Agenda
1) Next generation publishing program status update (Pienciak)
    a) Walter Pienciak gave an overview of the status of the project
        i) Kim Breitfelder working with Adrian Stephens, James Gilb – walkthrough during SASB in March
        ii) The earliest a demo could be scheduled would be July.
2) Data entry resource request (Chaplin)
    a) AI: Clint Chaplin making the request for a resource to input data into NetSuite
    b) AI: Karen McCabe to coordinate a meeting with IEEE Financial Leadership and IEEE-SA Financial team for Clint Chaplin to discuss concerns and present proposal
3) 802/Staff point of contact alignment (Nikolich)
    a) Sponsor Chair → SA Managing Director
    b) Vice Chair 1 → Technical Governance Director
    c) Vice Chair 2 → Collaboration Consensus Community Director
    d) Executive Secretary → SISS Director
    e) Recording Secretary → New Business Director
    f) Treasurer → Business Operations Director
    g) Working Group, Task Group, Study Groub → Liaisons, Editors, etc.

    i) Drawing per Paul Nikolich:
    ii) AI: James Gilb & Karen McCabe to refine the details

4) SA tools re-architecture status update (Penciak)
   a) Walter Pienciak presented a slide deck presentation intended for the SASB meetings in March covering all tools currently offered on the basis of current application documentation
   b) Refer to document in Mentor, EC Documents, https://mentor.ieee.org/802-ec/dcn/14/ec-14-0018-00-00SA-solutions-update-march-2014.pdf
      i) AI: SA to provide the final consultant's analysis report for review by Geoff Thompson
      ii) AI: Geoff Thompson will provide feedback
   c) Paul Nikolich requested that the user experience requirement - metrics and threshold management for above bar service – downtime minimal be added
      i) AI: SA to investigate including this requirement
5) International Topics (Haasz)
   a) Jodi Haasz reviewed the Global Activities slide deck
6) ITU Standing Committee Update (Parsons)
   a) Glenn Parsons reviewed the items covered at the inaugural meeting
   b) Refer to document in Mentor, EC Documents https:/mentor.ieee.org/802-ec/dcn/14/ec-14-0021-02-INTL-itu-standing-committee-agenda.pdf%20
7) Web conferencing pilot program status (Bennett)
   a) Kathryn Bennett gave an overview of the status of the project
      i) AI: Kathryn Bennett will send Pat Thaler the user requirements list
      ii) AI: Kathryn Bennett will add heterogeneous sampling of companies to the user requirements list
      iii) AI: Kathryn Bennett to work with Glenn Parsons to have the ITU Sub-committee provide test host capability (if possible)
8) Follow up on 802/SA relevant EC workshop items (e.g., 07DEC 802/SA mtg, 22JAN EC discussion, etc.)
   a) 4.00/ws12-23 IETF MOU or RFC (Thaler/McCabe) report by July Plenary
      i) AI: Help train the leaders of activities on process basics, ie. how to run a meeting, etc.
   b) Paul Nikolich reviewed notes from 12/7/2013 Meeting IEEE-SA & 802.
      i) Karen McCabe provided feedback indicating strong support team, tools improvement, and other activities to provide excellent support.
      ii) Paul Nikolich is concerned that Technology Governance is going to take away resources from high quality market relevant standards development and not get distracted by these other activities.
   c) Paul Nikolich reviewed notes from the January 2014 Interim Session meeting of 802 leadership present and captured status of action items.
      i) AI: Paul Nikolich is going to try to draft an SLA for the needs of 802 & provide for review & comment
      ii) AI: Clint to develop a plan to create a P&L for standards development
9) Any Other Business?
10) Action item review – Nikolich
11) Adjourn

EOM: 12:30 PM