802 Task Force draft minutes revision02 16JAN2013 by PEN

15 Nov 2012 10:00 – 13:00 CST, Crocket A – 4th Floor

Attendees: Paul Nikolich, Bruce Kraemer, David Law, Pat Thaler, Roger Marks, Geoff Thompson, Mike Lynch, Kathryn Bennett, Michelle Turner, Karen McCabe, Jodi Haasz, Lisa Perry, Walter Pienciak

SOM: 10:05 CST

1. Retention and access for old drafts/SA policy (McCabe/Kraemer)
	1. Bruce Kraemer discussed a standard approach for 802 TG/WG balloted drafts vs. Sponsor Balloted drafts and stated, as per Tricia Gerdon, according to the bylaws, old drafts should only be shared for standards development purposes to those who participated in the development of that standard; SA grants permission for other cases on an individual basis
	2. Need a crisp policy regarding copyrighted drafts
	3. AI: (Kraemer) crisply state the question behind the issue to the SA. This topic will be discussed at the 802 workshop.
2. Contract execution status/cumbersome process (McCabe/Rosdahl)
	1. Jon Rosdahl & Karen McCabe met with procurement in late August regarding hotel agreements, etc.
	2. IEEE hired a contract attorney who will be putting processes in place and looking at the policies. They are examining all contacts, templates, master service agreements, etc. Contracts already in process will be grandfathered. Karen McCabe will keep 802 abreast of progress.
		1. 802 contract execution status -- 2-3 hotel contacts; may be all executed at this time
			1. AI: Karen McCabe to check with Jon Rosdahl regarding open contracts
		2. 802 needs a quick turnaround on the MOU with ITU…indemnity insurance – Karen McCabe sent it to the contract attorney.
			1. AI: Karen McCabe to get current status of the MOU w/ITU
3. Document publication priority update (Turner)
	1. Avg 6.84 weeks turnaround
	2. 20 pub’d to date for 2012
	3. No RevCom submissions for December 2012
4. IEEE-SA/ETSI MoU renewal update (McCabe)
	1. Executed
	2. Mapping incomplete; 802 voting on adding WGs
		1. AI: (Law) Motion to add WGs to the mapping
		2. AI: (McCabe) Policy for WG Chairs to follow for sharing drafts with ETSI
	3. Possible a formalized agreement with IETF
	4. AI: (Thaler/McCabe/Gerdon) Work with staff to craft the process to proceed with the IETF and other SDOs
5. International Activities Update (Haasz)
	1. Haasz reported on the 802/ITU July 2012 SA/ITU Workshop
	2. 802 External Liaisons – There are three types of 802 external liaisons:
		1. Appointed by the 802 WG
		2. Exchange of liaison letters
		3. Collaborative MOU (agreement) Liaisons
			1. AI: (Haasz) Prepare definitions of Liaisons & list and send to Law, Marks & Lynch for review
			2. AI: (Haasz) Put liaison list into Central Desktop database with link to website for chairs to update for Feb2013 EC telecon or March F2F Plenary.
	3. Haasz reported on GSS-12, WTSA-12 and WCIT-12
		1. SA will be developing an ITU strategy over the next year. Paul would like 802 involved and will be the point person from 802.
	4. ITU-T & ITU-R Technical Liaisons
		1. IEEE-SA staff serves as the Administrative Liaison
		2. Recommendation that 802 appoint liaison(s) for 802 specific interests
		3. Should 802 be advocating IEEE to develop a process to coordinate its positions to ITU?
			1. Staw poll: 6 Approve/0 Disapprove/1 Abstain
			2. AI: (Haasz) Discuss suggestion with governance staff
	5. July 2013 Plenary in Geneva, SA workshop with ITU on the Saturday before – joint session for –R and –T
		1. AI: Law, Kraemer & Haasz to draft a proposed agenda & poll 802 for participation. If there is enough interest, SA will work with ITU
6. IEEE SA Etools update (Peinciak)
	1. A status was given regarding the items that have been managed by Boyce and Rosdahl
		1. Sponsor Ballot offline comment resolution tool – beta with 802.3 in Jan 2012 – roll out delayed
	2. AI: (Pienciak) Inquire regarding an Etools roadmap be provided to users
	3. Central Desktop Demos at future Plenaries
		1. Maybe be effective for post approval editing – 802.16 is piloting
		2. AI: (Bennett) Work with Marchini/Boyce for Specific Central Desktop usability demos for March 2013 Plenary.
7. Single Copy Sales Channel--update (McCabe/Nikolich)
	1. Reviewed the progress of the micropayment pilot scheduled to end on 12/31/2012, which must result in 11K units sold to be successful and able to continue
	2. As of 9/30 3,223 units to date. Not adequate. Return to previous pricing plan or possibly a new plan. McCabe entertaining suggestions/brainstorming.
8. getIEEE 802 update (McCabe)
	1. Statistics were reviewed
		1. 6,000,000 downloads to date
		2. 304,000 downloads for 2012
9. September Security Breach, November Facility/IT Failure discussion (Pienciak)
	1. IEEE having sent Gil Santiago here was a positive message to 802
	2. 802 would prefer IEEE to publish what’s been learned, what will be fixed and addressed in the future.
	3. 802 would like IEEE to cascade information early, and throughout.
	4. 802 would like to know what the real state of concentration banking was during the outage.
10. Any Other Business?
	1. CD-ROM Agreement (Bennett)?
		1. Date cut-off accepted by the SA – 9/30
	2. AI: (D’Ambrosia) Capture process points.
11. Action item review – Nikolich
	1. AI: Retention and access for old drafts/SA policy (Kraemer) crisply state the question behind the issue to the SA. This topic will be discussed at the 802 workshop.
	2. AI: Contract execution status/cumbersome process (McCabe). Karen McCabe to check with Jon Rosdahl regarding open contracts
	3. AI: Karen McCabe to get current status of the MOU w/ITU
	4. AI: IEEE-SA/ETSI MoU renewal update (Law) Motion to add WGs to the mapping.
	5. AI: IEEE-SA/ETSI MoU renewal update (McCabe) policy for WG Chairs to follow for sharing drafts with ETSI.
	6. AI: IEEE-SA/ETSI MoU renewal update (Thaler/McCabe/Gerdon) Work with staff to craft the process to proceed with the IETF and other SDOs.
	7. AI: 802 External Liaisons (Haasz/Law/Marks) Prepare definitions of Liaisons & list list and send to Law, Marks & Lynch for review.
	8. AI: 802 External Liaisons (Haasz) Put liaison list into Central Desktop database with link to website for chairs to update for Feb2013 EC telecon or March F2F Plenary.
	9. AI: Potential SA/ITU Workshop July 2013 (Law/Kraemer/Haasz) Work on a proposed agenda & poll 802 for participation. If there is enough interest, SA will work with ITU
	10. AI: IEEE SA Etools update (Pienciak) Inquire regarding an Etools roadmap be provided to users.
	11. AI: IEEE SA Etools update (Bennett) Work with Marchini/Boyce for Specific Central Desktop usability demos for March 2013 Plenary.
	12. AI: CD-ROM Agreement (D’Ambrosia) Capture process points.
12. Adjourn

EOM: 12:57 CST