Project	**IEEE 802.16 Broadband Wireless Access Working Group <http://ieee802.org/16>**
Title	**Minutes of IEEE 802.16 Session #31**
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Re:	IEEE 802.16 Session #31 Minutes (Shenzhen, China)
Abstract	
Purpose	To record meeting minutes.
Notice	This document has been prepared to assist IEEE 802.16. It is offered as a basis for discussion and is not binding on the contributing individual(s) or organization(s). The material in this document is subject to change in form and content after further study. The contributor(s) reserve(s) the right to add, amend or withdraw material contained herein.
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Minutes of IEEE 802.16 Session #31

IEEE 802.16 Working Group
Shenzhen, China
17-20 May 2004

Opening Plenary

Call to Order

Roger Marks called the meeting to order at 1:18 pm, May 17, 2004.

IEEE 802.16 Working Group Officers

Chair: Roger Marks
Vice Chair: Ken Stanwood
Secretary: Dean Chang

Members

Here is the current membership status as of this meeting.
90 members
40 Potential members
57 Official observers

218 people registered in advance for this meeting. {Note: The final attendance was 228.}

Attendance

There are 2 attendance books this week: #1 and #2. People are requested to sign just one of the books during the week.

Session participation credit requires participation in 6 of the 8 intervals for this session.

Agenda

Motion 1: Shawn Taylor, to approve Opening Plenary agenda as it stands on the 802.16 server with an addition of an ETSI discussion, 2nd Phillip Barber.
Motion 1: carries by unanimous voice vote.

Motion 2: Itzik Kitroser to approve Minutes of Session #30 (IEEE 802.16-04/16), 2nd Marianna Goldhammer.
Motion 2: carries by unanimous voice vote.

Chair's Status Report (Report)

Roger presented a few of the rules as to how IEEE 802 meetings are run.

Copyright Procedures

The Chair reviewed copyright procedures and referred to the following link, which covers information regarding copyrights for documents submitted to IEEE 802.16:

http://ieee802.org/16/ipr/copyrights

IEEE-SA Rules (Patents)

The following advice was provided by the Chair:

The IEEE's Patent Policy is consistent with the ANSI patent policy and is described in Clause 6 of the IEEE SA Standards Board Bylaws;
Early disclosure of patents which may be essential for the use of standards under development is encouraged;
Disclosures made of such patents may not be exhaustive of all patents that may be essential for the use of standards under development, and that neither the IEEE, the WG nor the WG Chairman ensure the accuracy or completeness of any disclosure or whether any disclosure is of a patent that in fact may be essential for the use of standards under development.

Slide #1 ("IEEE-SA Standards Board Bylaws on Patents in Standards") and Slide #2 ("Inappropriate Topics for IEEE WG Meetings") were shown.

An opportunity was provided for WG members to identify or disclose patents that the WG member believes may be essential for the use of that standard.

No disclosures were made regarding this announcement.

IEEE 802 SA Actions

IEEE 802.16.2/2004 ("Recommended Practice for Local and Metropolitan Area Networks - Coexistence of Fixed Broadband Wireless Access Systems") was published on March 17, 2004. Phil Whitehead was Chair, Roger Marks was the last Editor.

IEEE 802.16/Conformance03 is now a standard following approval last week. This is the IEEE 802.16 working group's eighth standard. Ken Stanwood was Chair and Lars Lindh was the editor.

PAR for new Project P802.16/Conformance04 (PICS for for frequencies <11 GHz) was approved as well.

Agenda for the Week

The agenda of the week was reviewed at the meeting.

Active Projects

802.16REVd is currently in recirculation ballot and will not be discussed at this meeting.
802.16e is currently in Working Group ballot and the work is expected to be completed by the end of this year.

Task Groups

TGC

Ken Stanwood, Chair, Task Group C
Gordon Antonello, Vice Chair

At this time, there were no contributions so there will be no meetings of this group during the week.

TGd

Gordon Antonello, Chair

The group when through a tremendous amount of effort, but was very productive, in resolving comments between sessions. This may be a new model as to how work is done in the future outside of a meeting.

The group reviewed the schedule for TGd. This will become a standard on June 24th assuming that there are no problems in the current recirculation ballot. If there are problems, the next available date will be in September.

TGe

Brian Kiernan, Chair
Ron Murias, Technical Editor

There were 270 comments with 52 contributions in WG Recirculation Ballot #14a.

Network Management Study Group

DJ Johnston, Chair
Philip Barber, Vice Chair

This group is meeting twice this week and will review the contributions made.

Ad Hoc Committee on Licensed-Exempt Coexistence

Marianna Goldhammer, Chair

A number of solutions have been suggested in this area and will be discussed this week. This group will meet Tuesday night this week.

The meeting recessed from 2:55-3:30pm.

Liaison

The Chair presented a letter from he had written to CCSA: IEEE L802.16-04/13.

Jose Costa presented "Characteristics of Wireless Metropolitan Area Networks - Follow up to contribution to ITU-R"(IEEE L802.16-04/14). Jose Costa said that he would be glad to help out in this area.

The Chair presented "Reply to IEEE 802.16 on ANT Standardization and Work Plan" from ITU-T SG 15 (IEEE L802.16-04/15). This document is for information only and no response is needed. A liaison relation with SG 15 may be useful in the future.

Marianna Goldhammer made a presentation on ETSI Testing. The group currently developed a number of test cases for IEEE 802.16 REVd; it is focussing on conformance to that draft rather than on the HIPERMAN specification.

DJ Johnston gave a quick report on IEEE 802.21. The group will create different interfaces on top of the MAC and the PHY to be able to handle handoff issues. See diagram referenced by DJ Johnston.

Future Sessions

Session #32:
12-15 July 2004 at the Portland Hilton, Portland, OR, USA with IEEE 802 Plenary Session

Session #33:
30 Aug - 2 Sep 2004 in Seoul, Korea, hosted by Samsung. The session is scheduled a few weeks earlier than usual so as to allow startup of the P802.16e Sponsor Ballot with completion before Session #34.

Session #34:
15-18 November 2004 at the Hyatt Regency San Antonio, TX, USA with the IEEE 802 Plenary Session

Session #35:
January 2005; site to be determined during Session #32
Possible proposals:
Aditya Agrawal
Shlomo Ovatia – Israel
Possible WCA co-location proposal for San Jose, CA

Session #36:
13-18 March 2005 at the Hyatt Regency Atlanta, GA, USA with the IEEE 802 Plenary Session

New Business

Nothing discussed.

Closing

Motion 3: Carl Eklund, to adjourn the meeting 2nd Shawn Taylor.
Motion 3: carries by unanimous voice vote.

The meeting was adjourned at 4:22 pm on 17 May 2004.

Closing Plenary

Opening

Chair Roger Marks called the meeting to order at 7:17 pm on 20 May 2004.

Agenda

Motion 4: Brian Kiernan, to approve the agenda as presented, 2nd Brian Johnston.
Motion 4: carries by unanimous voice vote.

Host Thank You Letter

Roger Marks said that everyone had enjoyed this meeting and felt very welcome here. It was a big meeting with many new people and new faces. The chair proposed a letter to Mr. Xie of the ZTE Corporation.

Motion 5: Brian Johnston to send the letter to ZTE Corporation, document IEEE 802.16-04/32, 2nd Marianna Goldhammer.
Motion 5: carries by unanimous voice vote.

Task Group C

Chair Report:: Ken Stanwood

We expect some input to the PICs that can be reviewed at the July meeting.

Task Group d

Chair's Report: Gordon Antonello

Comments will be entertained only by the Sponsor Ballot Group members in this recirculation ballot. The group needs to adopt a schedule and a method to resolve these comments if they do arise. Without objection,he Working Group empowered the Chair and the Vice Chair to develop the procedure and implement a system similar to what was used on the last recirculation.

Task Group e

Chair's Report: Brian Kiernan

See the closing report IEEE 802.16e-04/10r1 for details.

270 comments were submitted.
Received 53 contributions during ballot cycle. All comments associated with late contributions were rejected and contributors were instructed to resubmit the comments during the next cycle.

Two ad hoc groups were formed:

        Security, Jeff Mandin, Chair
        Handoff, Prakash Iyer, Chair

Motion 6: To accept IEEE802.16-04/23r2 as the resolution of WG Ballot #14a comments, develop Draft P802.16e/D3-2004 based on these resolutions, and initiate a Recirculation to close on June 25 with reply comments due by July 2, 2004, 2nd Phillip Barber
Motion 6: carriers 34-0-0

Motion 7: That the scope of the Recirculation be increased to constitute the entire Draft, 2nd DJ Johnston.

Motion 7: carries by unanimous voice vote.

Motion 8: That the current TGe PAR be revised in accordance with C802.16e-04/98r4 and submitted to 802 EC for approval, 2nd DJ Johnston.
Motion 8: carries 31-1.

Motion 9: Phillip Barber To submit the revised PAR to the IEEE 802 EC subject to the edits made by Working Group Chair and Task Group Chair 2nd Brian Kiernan.
Motion 9: carries 21-0.

Here is a record of people who had voted Disapprove but announced at this time that they had changed their vote to Approve based on this week's comment resolution:

Marianna Goldhammer
Zion Hadad
Tal Kaitz
Changhoi Koo
Ron Murias
Ken Stanwood
Vladimir Yanover
Roger Eline
DJ Johnston

Network Management SG

Chair's Report: DJ Johnston

The group approved the forwarding of two draft PARs

        MIB PAR (P802.16f)
        Management Plane PAR (P802.16g)

Motion 10: DJ Johnston, Approve the PAR and five criteria for a MIB amendment, contained in 802.16f_par_and_5C_r1.zip and empower the 802.16 WG chair to forward it to the IEEE 802 EC for approval subject to editorial changes by the chair, 2nd Brian Johnson.
Motion to Amend: Marianna Goldhammer, Change section 15 to "ETSI BRAN HiperMan is developing a MIB standard", 2nd Yossi Segal
Motion to Amend: carries 5-0
Motion 10: carries 11-0.

Motion 11: DJ Johnston, Approve the PAR and five criteria for a management plane amendment, contained in 802.16g_par_and_5C_r1.zip and empower the 802.16 WG chair to forward it to the IEEE 802 EC for approval To submit the Management Plane PAR to the IEEE 802 EC, subject to editorial changes by the chair, 2nd Lei Wang.
Motion 11: carries 12-0.

Licensed-Exempt Study Group

Chair's Report: Marianna Goldhammer
Barry Lewis served as Secretary
19 people attended the meeting. Details are included in IEEE 80216-04/12r1.

Liaison

China Communications Standards Association CCSA

A report from CCSA was provided by Meimei Dang of the China Academy of Telecomunications Research. She provided an overview of CCSA, with an emphasis on CCSA's Wireless Communications Technical Committee. She noted that CCSA hopes to enhance cooperation with IEEE 802 standardization groups and that TC5 would like to establish a liaison relationship and maintain close cooperation with IEEE 802.16.

Roger reported that he had a good meeting with CCSA this week and that there are plans to have liaison relationships between CCSA and IEEE-SA.

TTA

Roger drafted a letter to TTA302 Chair Dr. Hong. In summary, it said it would be good to have a relationship between the two groups. In addition, the letter announced Yong Hahn as IEEE 802.16's liaison to TTA. The letter (IEEE L802.16-04/17) was approved without objection.

ITU-R

Jose Costa presented IEEE L802.16-04/16 on the Global Radio Standards Collaboration..

The Chair asked Mr. Costa to take the lead in developing a reply to the liaison letter IEEE L802.16-04/08 from ITU-R WP 9B. Such a reply needs to be completed during Session #32. Mr. Costa agreed. Those agreeing to assist were:

Marianna Goldhammer
Barry Lewis

The following had volunteered at Session #30:
Remi Chayer
Greg Phillips
Mike Lynch

Future Sessions <http://ieee802.org/16/calendar.html>

Session #32:
12-15 July 2004 at the Portland Hilton, Portland, OR, USA with IEEE 802 Plenary Session. People are encouraged to reserve their hotel room as soon as possible.

Session #33:
30 Aug - 2 Sep 2004 in Seoul, Korea, hosted by Samsung.
Session #34:
15-18 November 2004 at the Hyatt Regency San Antonio, TX, USA with the IEEE 802 Plenary Session

Session #35:
January 2005; site to be determined during Session #32
Possible proposals:
Aditya Agrawal
Shlomo Ovatia – Israel
Possible WCA co-location proposal for San Jose, CA

Comments on WCA proposal:
It was suggested that all interim sessions be held outside the U.S., since 802 plenaries are always in North America and usually in the U.S.
One participant would like to meet on the East coast of the U.S.
Some people would like to co-locate with the WCA. Others are concerned that they would be overcommitted in such a setting.

Session #36:
13-18 March 2005 at the Hyatt Regency Atlanta, GA, USA with the IEEE 802 Plenary Session

Publicity

The chair was authorized, without objection, to create the Session #31 Report. See Annex, and
<http://ieee802.org/16/meetings/mtg31/report.html>.

Closing

Motion 12: Ron Murias, to adjourn the meeting, 2nd Itzik Kitroser.
Motion 12: carries by unanimous voice vote.

The meeting was adjourned at on 20 May 2004 at 10 pm.