Approved IEEE P802.3cx Improved PTP Timestamping Accuracy (ITSA) Task Force Meeting Minutes

April 14, 2022, Virtual Meeting

- Minutes prepared by Silvana Rodrigues and Steve Gorshe

Agenda and General Information Presentation by Steve Gorshe, ITSA Task Force Chair

- Steve Gorshe, meeting and task force chair, begins presenting the Agenda and General Information slides
- Since this was a virtual meeting, the attendees were not asked to introduce themselves with their affiliations. Instead, the Chair asked them to identify their affiliation in their WebEx user names or in the chat window.
- **Agenda** – Chair presents the agenda for the meeting and asked if anyone had comments, additions or objections for the meeting agenda per slide 2 of the following presentation: Agenda and General Information.
- **Task Force Decorum** - Chair reviewed slide and noted that there should be no recording or photography without permission. The slide included the information prohibiting recording and the requirement for anyone from the press to announce themselves. None responded.
- **Task Force Project Information**– Chair stated that the project information links in the home page have been updated with links to the approved documents.
- **Goals for Meeting** – Chair presented the goals with no comment from attendees
- **Big Ticket Items** – Chair presented the Big-Ticket items aligned to goals with no comments from attendees
- **Reflector and Web** – Chair presented the Task Force reflector and web information. All in attendance were invited to subscribe for Task Force communications and updates.
- **Task Force Private Area** – Chair reminded members of the Task Force Private Area, presented the URL to that private area and presented both the Username and Password to gain access to the URL. Chair also noted that the general IEEE 802.3 Username and Password can be used to access the URL.
- **Ground Rules** – Chair review the meeting ground rules based on IEEE 802.3 Rules.
- **Attendance** – Attendees were reminded of the IEEE 802.3 attendance procedures and asked to follow the link to those procedure for further information. IMAT tool was not used for this meeting, and the Chair stated that Webex will be used for the attendance.
- **Non-payment of meeting registration fees** – Chair noted that meeting registration fees are required in order to participate in any session during an IEEE 802 plenary, including IEEE 802.3 Task Force meetings. This can also apply to subsequent interim meetings. If the individual is in arrears, then the individual will not be allowed to participate in any future technical meetings. See slide 11 of the agenda deck Agenda and General Information for a detailed explanation.
- **IEEE 's Patent Policy and IEEE WG Meeting Guidelines (Slides 12-15 or IEEE SA Slides 1-4** – All 4 IEEE SA slides were presented with the Chair highlighting that
  1. IEEE's patent policy is described in Clause 6 of the IEEE SA Standards Board Bylaws where they can be referred to and that the IEEE SA Standards Board Patent Committee Administrator may be contacted with further questions

2. Early identification of patent claims which may be essential for the use of standards under development is strongly encouraged
3. There may be Essential Patent Claims of which IEEE is not aware. Additionally, neither IEEE, the WG, nor the WG Chair can ensure the accuracy or completeness of any assurance or whether any such assurance is, in fact, of a Patent Claim that is essential for the use of the standard under development.
4. Participants have a duty to inform the IEEE of the identity of each holder of any potential Essential Patent Claims of which they are personally aware if the claims are owned or controlled by the participant or the entity the participant is from, employed by, or otherwise represents

- The Chair provided an opportunity for participants to identify patent claim(s)/patent application claim(s) and/or the holder of patent claim(s)/patent application claim(s) of which the participant is personally aware and that may be essential for the use of this standard.
    - No such claims were bought to the Chair's attention.
- **IEEE Copyright Policy (slides 16-17)** – The chair also reminded attendees of the IEEE copyright policy.
- **Participation in IEEE 802 Meetings (slides 18-20)** – Chair reviewed the slides
- **Overview of IEEE 802.3 Standard Process** – Chair reviewed the 802.3 standards process slide. Chair highlighted that the ITSA Task Force are in the Working Group Ballot Phase. It is expected to move to SA ballot after the interim meeting.
- **Liaisons and Communications** – Chair noted that there is none at this meeting.
- **Action Items** – There was none to review for this meeting.
- **Task Force Approved Project Documents** – Task Force project documents remain unchanged and links to the documents were provided.
- **Task Force Objectives** – Chair restated the adopted Task Force objectives as updated in January 2022.
- **Task Force Timelines (slides 26) –** Chair reviewed the timelines.
- **Agenda (Slide 27) –** Chair presents the agenda for the day
- Chair put forward a motion for the Task Force to approve the agenda:

Motion #1: Approve the agenda of the current meeting:

- Requires >50% (Procedural)
- Moved by : Marek Hajduczenia   Seconded by: Silvana Rodrigues
- PASSES with no objections received
- Meeting agenda posted here: https://www.ieee802.org/3/cx/public/april22/agenda_3cx_0422.pdf

- Previous Meeting Minutes - Meeting minutes held on March 09, 2022 (Task Force interim virtual call) are here: https://www.ieee802.org/3/cx/public/march22/Unconfirmed_Meeting_Minutes_ITSA_802d3cx_0322.pdf

- Chair asked if any attendee had any comment regarding the meeting Minutes. None were received

- Chair put forward the following motion:

Motion #2: Approve the meeting minutes of March 09, 2022:

  https://www.ieee802.org/3/cx/public/march22/Unconfirmed_Meeting_Minutes_ITSA_802d3cx_0322.pdf

- Requires >50% (Procedural)
- Moved by: Mark Bordogna   Seconded by: Marek Hajduczenia
- PASSES with no objections received

- Approved meeting minutes from March 09, 2022 are officially here:
  https://www.ieee802.org/3/cx/public/march22/Approved_Meeting_Minutes_ITSA_802d3cx_0322.pdf

- **Presentations** – In addition to this presentation (Agenda and General Information), there are other items on the agenda to be reviewed. Chair introduced the agenda items and introduced the first item on the agenda.

P802.3cx Comment Resolution

Presentation #1 – Review of comments on draft D2.3, Marek Hajduczenia (Chief Editor), Charter Communications

- The Editor started the comment resolution per
  https://www.ieee802.org/3/cx/comments/802d3cx_D2_3_proposed.pdf

- The Editor created a "bucket list" for editorial comments where the response was clear.
- All comments have been discussed and resolved, except the editorial comments in the "bucket list". Chair put forward the following motion:

Motion #3: To accept the proposed responses to D2.3 items in the bucket list.

- Requires >75% (Technical)
- Moved by: Marek Hajduczenia   Seconded by: Mark Bordogna
- PASSES with no objections received

- The approved responses to all P802.3cx D2.3 comments were posted after the meeting here:
  https://www.ieee802.org/3/cx/comments/802d3cx_D2_3_approved.pdf

- Chair put forward the following motion:

Motion #4: To authorize the editor to produce D2.4 on the basis of D2.3 closed comments and proceed to WG recirculation ballot

- Requires >75% (Technical)
- Moved by: Marek Hajduczenia   Seconded by: Mark Bordogna

- PASSES with no objections received

FUTURE MEETINGS

- The next IEEE 802.3cx meeting will be scheduled during the IEEE 802 interim meeting in May, it will be virtual.
- The July plenary meeting is scheduled to be in-person in Montreal, Canada

New Business

- There was no new business

Adjourn

- TF Chair announced that the meeting had completed the agenda items and put forward a motion to adjourn the meeting.

Motion #5: To adjourn the meeting

- Requires >50% (Procedural)
- Moved by: Marek Hajduczenia   Seconded by: Silvana Rodrigues
- PASSES with no objections received

Attendance

IEEE 802.3cx Improving PTP Timestamping Accuracy TF **Virtual Task Force, April 14, 2022**				April 14th			
By choosing to attend and sign in to this meeting, you acknowledge and agree that your personal data will be documented for IEEE standards development purposes to comply with policies and procedures, legal and accreditation requirements, and evaluation of patent claims by patent offices. See Front Page for additional information.							
Last Name	First Name	Employer	Affiliations	Thur.			
Bordogna	Mark	Intel	Intel	x			
Carty	Clark	Cisco	Cisco	x			
Gorshe	Steve	Microchip	Microchip	x			
Hajduczenia	Marek	Charter	Charter	x			
Kabra	Lokesh	Synopsys	Synopsys	x			
Law	David	HPE	HPE	x			
Lv	Jingfei	Huawei	Huawei	x			
Mansfield	Scott	Ericsson	Ericsson	x			
McKeown	Shane	Calnex	Calnex	x			
Rodrigues	Silvana	Huawei	Huawei				