<mark>Unconfirmed</mark> IEEE P802.3cx Improved PTP Timestamping Accuracy (ITSA) Task Force Virtual Meeting Minutes

March 28, 2023, 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. The Chair asked attendees attending the meeting 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 slides (General Decorum and Teleconference Decorum), 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 presented the project information and related links in the home page.
- **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 reviewed 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. 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. The attendance is based on Webex.
- **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. If the individual is in arrears, then the individual will not be allowed to participate in any future technical meetings, including IEEE 802.3 interim meetings. See slide 12 of the agenda deck Agenda and General Information for a detailed explanation.
- **IEEE 's Patent Policy and IEEE WG Meeting Guidelines (Slides 13-16 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 17-18 or IEEE SA Slides 3-4)** – The chair also reminded attendees of the IEEE copyright policy.
  - **Participation in IEEE 802 Meetings (Slides 19-21 or IEEE SA Slides 1-3)** – 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 has completed the SA Ballot Phase and has forwarded P802.3cx D3.3 to RevCom.
  - **Liaisons and Communications** – Chair noted that there one incoming liaison from ITU-T SG15 Q13 (SG15 LS036) for this meeting.
  - **Action Items** – There were 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 (slide 27) –** Chair reviewed the timelines.
  - **Agenda (Slide 28) –** 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
- PASSES with no objections received
- Meeting agenda posted here:
  https://www.ieee802.org/3/cx/public/march23/agenda_3cx_a_0323.pdf

- Previous Meeting Minutes - Meeting minutes held on February 22, 2023 (Virtual meeting) are here:

- https://www.ieee802.org/3/cx/public/feb23/Unconfirmed_Meeting_Minutes_ITSA_802d3cx_0223.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 February 22, 2023:

https://www.ieee802.org/3/cx/public/feb23/Unconfirmed_Meeting_Minutes_ITSA_802d3cx_0223.pdf

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

- Approved meeting minutes from February 22, 2023 are officially here:

https://www.ieee802.org/3/cx/public/feb23/Approved_Meeting_Minutes_ITSA_802d3cx_0223.pdf

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

Liaisons
- ITU-T SG15 Q13 incoming liaison is placed here: https://www.ieee802.org/3/minutes/jan23/incoming/SG15-LS036_Redacted.pdf

Presentation #1 – Draft Liaison Response from IEEE 802.3 to ITU-T SG15 Q13, HPE

- David Law presented some proposed changes to the draft liaison response based on the draft from last meeting. The draft liaison response from last meeting is placed here: https://www.ieee802.org/3/cx/public/march23/gorshe_3cx_01_0323.pdf

- Editorial changes were made to the draft liaison response during the meeting, a revised draft was posted after the meeting here: https://www.ieee802.org/3/cx/public/march23/law_3cx_01a_0323.pdf

- Chair put forward the following motion:

Motion #3: To approve to send the updated liaison response to ITU-T SG15 Q13 based on law_3cx_01a_0323

- Requires >50% (Procedural)
- Moved by: Marek Hajduczenia   Seconded by: Alon Regev

- PASSES with no objections received

FUTURE MEETINGS

- Possibly an IEEE 802.3cx meeting will be scheduled in the week of the May 15-18 IEEE 802.3 meeting. The future meeting would be held if needed, e.g., to respond to an incoming liaison.

New Business

- There was no new business

Adjourn

- TF Chair announced that the meeting had completed the agenda items and adjourned the meeting. TF Chair expressed his appreciation for all the P802.3cx participants, including their hard work and great cooperation that led to successfully bringing the project through to RevCom submittal.

Attendance

IEEE 802.3cx Improved PTP Timestamping Accuracy Task Force March 28, 2023 IEEE 802.3 Interim (Virtual)				March 28th				
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	Tuesday				
Bordogna	Mark	Intel	Intel	x				
Carty	Clark	Cisco	Cisco	x				
de Koos	Andras	Microchip	Microchip	x				
Gorshe	Steve	Microchip	Microchip	x				
Hajduczenia	Marek	Charter	Charter	x				
Law	David	HPE	HPE	x				
Lv	Jingfei	Huawei	Huawei	x				
McKeown	Shane	Calnex	Calnex	x				
Regev	Alon	Keysight	Keysight	x				
Rodrigues	Silvana	Huawei	Huawei	x				
Tse	Richard	Microchip	Microchip	x				