Approved IEEE 802.3cx Improved PTP Timestamping Accuracy (ITSA) Task Force Meeting Minutes

September 22, 2021, 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: https://www.ieee802.org/3/cx/public/sept21/agenda_3cx_a_0921.pdf
- **Task Force Decorum** - Chair reviewed slide and noted that there should be no recording or photography without permission. Chair asked if anyone was attending from the press including those who would run a public blog on this meeting – none responded.
- **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 used for this meeting, and the Chair provided the password for this meeting.
- **IEEE Structure and Important Bylaws & Rules** – Chair reviewed the IEEE SA structure including a review of how 802.3 WG and the Task Force is located within the structure. The important bylaws and rules were pointed out for all to refer as needed or of interest.
- **IEEE 's Patent Policy and IEEE WG Meeting Guidelines (Slides 12-16 or IEEE SA Slides 0-4)** – All 5 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 17-19)** – The chair also reminded attendees of the IEEE copyright policy.
- **Participation in IEEE 802 Meetings (slides 20-22)** – Chair reviewed the slides
- **Overview of IEEE 802.3 Standard Process (5 slides)** – Chair reviewed the standards process slides. Chair highlighted that the ITSA group had completed the Study Group Phase and moved into the Task Force Review Phase on slide 2 of 5 of the Process slides.
- **Liaisons and Communications** – Chair noted that there are no liaisons for this meeting. There is a plan to send a liaison to ITU-T Q13/15 from the November meeting, including the current draft of P802.3cx. ITU-T Q13/15 will meet in December 2021.
- **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.
- **Task Force Timelines (slides 32) –** Chair reviewed the timelines
- **Agenda (Slide 33) –** Chair presents the agenda for the day
- Chair put forward motions 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: Mark Bordogna
- PASSES with no objections received
- Meeting agenda posted here:
  https://www.ieee802.org/3/cx/public/sept21/agenda_3cx_a_0921.pdf

- **Previous Meeting Minutes** - Meeting minutes held on July 21, 2021 (virtual call) are here:
  https://www.ieee802.org/3/cx/public/july21/Unconfirmed_Meeting_Minutes_ITSA_802d3cx_0721.pdf
  Chair asked if any attendee had any comment regarding the July 21, 2021 Meeting Minutes. None were received

Motion #2: Approve the meeting minutes of July 21, 2021:

  https://www.ieee802.org/3/cx/public/july21/Unconfirmed_Meeting_Minutes_ITSA_802d3cx_0721.pdf
- Requires >50% (Procedural)

- Moved by: Marek Hajduczenia   Seconded by: Mark Bordogna
- PASSES with no objections received

Approved meeting minutes from July 21, 2021 are officially here:

- https://www.ieee802.org/3/cx/public/july21/Approved_Meeting_Minutes_ITSA_802d3cx_0721.pdf

- **Presentations** – In addition to this presentation (Agenda and General Information), there is one item the agenda (Chief Editor comments on draft D1.2) to be reviewed. Chair introduced the agenda item and asked the Chief Editor to provide an overview of the latest draft.

Chief Editor comments on draft D1.2, Marek Hajduczenia (Editor), Charter Communications

- The editor gave an overview of draft D1.2. No formal comments have been received. However, it may need some editorial changes based on some minor editorial comments sent to the Dialog email reflector.
- Marek Hajduczenia (editor) – A motion can be made to allow me to address these editorial changes. The changes are minor, I can prepare a draft 2.0. I will have highlights to show what was changed from D1.2 to D2.0. These are minor editorial changes. There should be no concern about technical contents, as they will not change. This is a common procedure to allow the editor to make editorial changes.
- The Chair stated that he has no concern in progressing the work as suggested by the editor.
- Richard Tse – There are some editor's notes in the draft, will those be addressed?
- Marek Hajduczenia (editor) – Yes, they will be addressed and they will be removed from the draft.
- The Chair put forward the following motion:

Motion #3: Generate Draft 2.0 from draft 1.2 and request that IEEE 802.3 progress the draft to WG ballot. Further, give the editor license to address minor editorial comments noted on the Dialog email reflector.

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

- A question was raised whether a motion is needed to re-affirm the P802.3 PAR, CSD and Objectives.
- It was clarified that this is only needed when the IEEE 802.3 progress the draft to SA ballot.

FUTURE MEETINGS

- The plenary meeting is scheduled to be in November 2021, it will be virtual.

New Business

- There was no new business

Adjourn

- TF Chair proposed adjourning the meeting with the agenda having been completed.
- The Chair put forward the following motion:

Motion #4: To adjourn the meeting

- Requires >50% (Procedural)
- Moved by: Marek Hajduczenia   Seconded by: Mark Bordogna

PASSES with no objections received

Attendance

Last Name	First Name	Employer	Affiliations	Wed.			
IEEE 802.3cx Improving PTP Timestamping Accuracy TF **IEEE 802.3cx Virtual Interim meeting, September 22**				Sept. 22nd			
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.							
Armstrong	Greg	Renesas	Renesas	x			
Bordogna	Mark	Intel	Intel	x			
Carty	Clark	Cisco	Cisco	x			
Dambrosia	John	Futurewei	Futurewei (U.S. subsidiary of Huawei)	x			
Gorshe	Steve	Microchip	Microchip	x			
Guendert	Steve	IBM	IBM	x			
Hajduczenia	Marek	Charter	Charter	x			
He	Xiang	Huawei	Huawei	x			
Huber	Tom	Nokia	Nokia	x			
Jonsson	Ragnar	Marvell	Marvell	x			
Koeppendoerfer	Erwin	Leoni Kabel GmbH	Leoni Kabel GmbH	x			
Laubach	Mark	Independent	Independent	x			
Law	David	HPE	HPE	x			
Lv	Jingfei	Huawei	Huawei	x			
McKeown	Shane	Calnex	Calnex	x			
Nering	Ray	Cisco	Cisco	x			
Neulinger	Christian	MD Elektronik	MD Elektronik	x			
Nicholl	Gary	Cisco	Cisco	x			
Opsasnick	Eugene	Broadcom	Broadcom	x			
Parkholm	Ulf	Ericsson	Ericsson	x			
Peng	Semmy	Huawei	Huawei	x			
Powell	Bill	Independent	Independent	x			
Ren	Hao	Huawei	Huawei	x			
Rodrigues	Silvana	Huawei	Huawei	x			

Sambasivan	Sam	AT&T	AT&T	x				
Souvignier	Tom	Broadcom	Broadcom	x				
Su	Charles	Huawei	Huawei	x				
Trowbridge	Steve	Nokia	Nokia	x				
Tse	Richard	Microchip	Microchip	x				