The meeting was called to order by Mr. Adam Healey (Chair) at 1:25 pm EDT on 14 May 2024.

With no volunteers to record the minutes, Mr. Healey recorded the minutes.


**Agenda**
Mr. Healey reviewed the following proposed meeting agenda:
- Review and approve agenda
- Approve meeting minutes
- Guidelines for IEEE-SA Meetings
- IEEE-SA Copyright policy
- Participation in IEEE 802 Meetings
- Attendance procedures
- Consideration of maintenance requests
- ISO/IEC JTC 1/SC 6 CIB comments
- Future meetings

**Motion #1: Approve the agenda.**
M: J. Lewis  
S: M. Hajduczenia  
Passed by unanimous consent at 1:29 pm EDT on 14 May 2024.

Mr. Healey noted that the March 2024 minutes were posted on 14 March 2024.

**Motion #2: Approve the March 2024 minutes.**
M: J. Lewis  
S: B. McClellan  
Passed by unanimous consent at 1:32 pm EDT on 14 May 2024.

**IEEE-SA patent policy**
Mr. Healey displayed the patent slide for pre-PAR meetings.

**IEEE-SA copyright policy**
Mr. Healey advised participants that:
- IEEE SA’s copyright policy is described in Clause 7 of the IEEE SA Standards Board Bylaws and Clause 6.1 of the IEEE SA Standards Board Operations Manual.
- Any material submitted during standards development, whether verbal, recorded, or in written form, is a Contribution and shall comply with the IEEE SA Copyright Policy.

Mr. Healey displayed the IEEE-SA copyright policy.
Participation in IEEE 802 meetings
Mr. Healey displayed the requirements for participation in IEEE 802 meetings.

Attendance procedures
Mr. Healey reminded attendees about the attendance recording mechanisms. The following attendance list is based on the attendance recorded by the IEEE Meeting Attendance Tool (https://imat.ieee.org/).

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gorshe, Steven</td>
<td>Microchip Technology, Inc.</td>
</tr>
<tr>
<td>Hajduczenia, Marek</td>
<td>Charter Communications</td>
</tr>
<tr>
<td>Healey, Adam</td>
<td>Broadcom Inc.</td>
</tr>
<tr>
<td>Law, David</td>
<td>Hewlett Packard Enterprise</td>
</tr>
<tr>
<td>Lewis, Jon</td>
<td>Dell Technologies</td>
</tr>
<tr>
<td>Mcclellan, Brett</td>
<td>Marvell Semiconductor, Inc.</td>
</tr>
</tbody>
</table>

Consideration of maintenance requests
Mr. Healey noted that 3 new maintenance requests had been received and reviewed the status of open maintenance requests. See http://www.ieee802.org/3/maint/requests/open_num.html.

- 40 open maintenance requests
- Current status of open requests
  - Approved 0
  - Balloting 0
  - Ready for ballot 35
  - Awaiting clarification 1
  - Errata 0
  - To be categorized 4

Mr. Healey noted that the deadline for consideration at this meeting was 9 April 2024. Mr. Healey listed the following maintenance requests for consideration at this meeting.

<table>
<thead>
<tr>
<th>No.</th>
<th>Date</th>
<th>Standard</th>
<th>Clause</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>1421</td>
<td>11-Oct-23</td>
<td>802.3-2022</td>
<td>97.4.2.4</td>
<td>infofield_complete behavior</td>
</tr>
<tr>
<td>1428</td>
<td>07-Feb-24</td>
<td>802.3-2022</td>
<td>132.1.6</td>
<td>Incorrect cross reference</td>
</tr>
<tr>
<td>1429</td>
<td>02-Apr-24</td>
<td>802.3-2022</td>
<td>46.3.4.3</td>
<td>State diagram transition</td>
</tr>
<tr>
<td>1430</td>
<td>03-Apr-24</td>
<td>802.3-2022</td>
<td>Table 141-20</td>
<td>Incorrect column headings</td>
</tr>
</tbody>
</table>

Maintenance Request #1421
The maintenance request was discussed. It was returned to the submitter to clarify proposed revision text and correct a typo. An update to this request has not yet been received. The status remains “Incomplete”.

Maintenance Request #1428
The maintenance request was discussed. There were no objections to changing the status of this request to “Ready for ballot”.

Maintenance Request #1429
The maintenance request was discussed. The proposed change was unclear and a rationale for the change was not provided. The status of this request was set to “Incomplete”.

Maintenance Request #1430
The maintenance request was discussed. There were no objections to changing the status of this request to “Ready for ballot”.

ISO/IEC JTC 1/SC 6 CIB comments
Mr. Healey reviewed the status of ISO/IEC JTC 1/SC 6 Partner Standards Development Organization (PSDO) activities. He noted that the Committee Internal Ballot (CIB) on IEEE Std 802.3-2022 closed on 17 April 2024 and that two comments were received.

Mr. Healey displayed a draft liaison letter that included proposed responses to the comments.

Motion #3: Approve <https://mentor.ieee.org/802-ec/dcn/24/ec-24-0099-00-00EC-ieee-802-3-to-iec-jtc1-sc-6-china-national-body-comments-on-ieee-std-802-3-2022-adoption.pdf> and with editorial license granted to the Chair (or his appointed agent) as liaison communications from the IEEE 802.3 Working Group to ISO/IEC JTC 1/SC 6.
   M: B. McClellan
   S: J. Lewis
   Passed by unanimous consent at 1:57 pm EDT on 14 May 2024.

Future meetings
Mr. Healey noted that future meetings would be announced on the Maintenance Task Force reflector. He expected the next meeting to occur during the IEEE 802 July 2024 plenary meeting week.

Adjourned at 2:00 pm EDT on 14 May 2024