C63®

Accredited Standards Committee C63®

Electromagnetic Compatibility

Subcommittee 7: Spectrum Etiquette

Chair: Jason Coder   Vice Chair: Stephen Berger   Secretary: Allen Crumm

April 29th, 2020; 1:00PM-3:00PM MT
WebEx Meeting
Dial in: +1 415-655-0002
Access Code: 286 405 341

Approved Minutes

1. **Call to Order: Chair**

   1.1   Announcements: Chair's remarks – Welcome committee members and observers. Thank you for participating and showing an interest in our work.

   1.2   Meeting logistics announcements: Review logistics of Subcommittee meetings and main committee meetings amid travel restrictions

   1.3   Introductions: Secretary – **roll call** (record attending members with their affiliations and guests separately below) **Report any roster errors to the ASC-C63® Secretary:** Jason Coder, Allen Crumm, Dave Case, Refai Harem, Jeffery Silberberg, Omar Al-Kalaa, Qiong Wu, Steve Jones, Donald Witters Guests: Yao Ma

Subcommittee 7 Membership Roster

Name	Role within SC 7	Affiliation
Coder, Jason	Chair	NIST
Al-Kalaa, Mohamad	Member	FDA
Crumm, Allen N/A	Secretary	SSC Labs
Berger, StephenA	Vice Chair	TEM Consulting
Case, Dave	Member	Cisco Systems
Dilay, Chris A	Member	SPAWAR Systems Center, Pacific
Hare, EdA	Member	ARRL
Hoolihan, Dan	Member	Hoolihan EMC Consulting
Jones, Steve	Member	FCC
Refai, Hazem	Member	University of Oklahoma
Seidman, Seth A	Member	FDA
Silberberg, Jeff	Member	FDA
Witters, Don	Member	FDA
Wu, Qiong	Member	Apple, Inc.

Send out notices to endangered members.

Guests and Observers: (non-voting)   Yao Ma, Allen Crumm

   1.4   Quorum: **(50% of roster + 1) constitutes a quorum.** (rounding down) (**Example**: 9 roster members / 2 = 4.5 + 1 = 5.5 (therefore 5 people are required for a quorum) **Was quorum achieved?** **(Yes)** 8 of 15 If not, any actions taken are subject to confirmation by electronic ballot or at a future meeting. (Quorum is not required for Working Group meetings)

2.   Approval of the Agenda: Secretary – Omar Al-Kalaa motioned, Jeffery L. Silberberg 2nd, Approved.

2.1   Approval of the previous Minutes - Minutes of the previous meeting   Jeffery L Silberberg motioned, Omar Al-Kalaa 2nd, Approved.

Review of the patent slides – No Issues

3.   Review of Subcommittee Membership: Chair - Report any errors to the ASC-C63®
Secretary

3.1   Review of Membership Guidelines – members at risk? AI: Three to remove, Seth Seidman to be sent a letter.

Subcommittees:
For an individual to remain a voting member of a Subcommittee, active participation in Subcommittee meetings and regular responses to Subcommittee email votes is required. Should a member fail to attend at least one of three consecutive scheduled meetings (in person or remotely via web conference (when used)) or respond to at least one of every two consecutive Subcommittee email votes, their membership in that Subcommittee may be at risk.

Note: Abstentions shall be treated the same as a "yes" or "no" vote regarding the requirement to respond to email votes.

Working Groups:
For an individual to remain a member of a Working Group, active participation is required. Should a member fail to attend at least one of three consecutive scheduled meetings (in person or via web conference (when used)) their membership in that Working Group may be at risk. Individual Working Groups may establish additional participation criteria and/or modify this requirement.

Member Attendance Log: (insert member attendance log as shown) **Any errors in the log? No.**

Name	11/08/16	05/11/17	11/9/17	5/3/18	11/29/18	5/2/19	11/19	4/29/20
Seidman, Seth		X				A		
Mohamad Al-Kalaa		X	X	X		A	X	X
Berger, Stephen	X	X	X	X		A		
Case, Dave				X		X	X	X
Coder, Jason	X	X	X	X		X	X	X
Dilay, Chris				X		A	X	
Hare, Ed						X	X	
Hoolihan, Dan	X	X	X	X		X	X	
Jones, Steve		X			X	X		X
Vignesh Rajamani		X	X					
Refai, Hazem								X
Silberberg, Jeff	X	X	X	X		X	X	X
Witters, Don				X		A		X
Qiong Wu		X	X			A		X

Any members at risk? These members are at risk: (send letter to each member at risk) **The secretary will send the letters to members at risk: Seth Seidman, Vignesh Rajamani.**

3.2   Consideration of new members? Application for C63® Subcommittee Membership

4.   Approval of [Scope](): Chair - (Spring Meeting Only) (Report approval or any changes to the   Main Committee) – Approved.

Scope

Subcommittee 7 develops standards addressing spectrum etiquettes, wireless coexistence and related standards to provide new or amended measurement techniques, protocols or methods and associated instrumentation and operational constraints supporting more efficient spectrum utilization, including dynamic spectrum access.

4.1   Election of Officers (as required)   Not required at this time.

5.   Working Group reports [More information about each standard]() is available on the Standards Status Matrix page of the [C63® web page](). This information will be reviewed for accuracy at each Subcommittee meeting.

5.1 C63.17 - Unlicensed Personal Communications Service (PCS) Devices -

Berger (insert link to [WG report]()) Verify accuracy of document [status matrix]() content and report any errors to the ASC-C63® Secretary.

C63.17-2013 [Learn more]()	Unlicensed Personal Communications Service (PCS) Devices	[SC 7]()	[Berger, Stephen]()	[C63.17 PINS]()	Current.

C63.17: C63.17-2013 Methods of Measurement of the Electromagnetic and Operational Compatibility of Unlicensed Personal Communications Services (UPCS) Devices
Contact: [Berger, Stephen]() (Former Working Group Chair)
Scope: Revision of IEEE Std C63.17-1998. Specific test procedures are established for verifying the compliance of unlicensed personal communications services (UPCS) devices with applicable regulatory requirements regarding radio-frequency (RF) emission levels and spectrum access procedures.
Status: Current. No plans for further maintenance at this time.
Purchase: [IEEE Store](). To purchase individual standards, go to the IEEE store and search on the standard number.

Is this information correct? ([Yes]()) (repeat this verification for all Standards covered by this Subcommittee) Jason noted that there was a couple of comments during review, it was decided to leave C63,17 under SC7. A working group will be formed to address the comments from the reaffirmation review.

Some comments were received. It wasn't clear whether they were technical or editorial. There will probably be only a few changes to address the comments and then the standard will be on its way.

Dave Case reported that it was discussed whether to move C63.17 to SC4. It was decided to leave it in SC7 because it's mostly coexistence.

5.2 C63.27 – Evaluation of Wireless Coexistence - Berger (insert link to [WG report]())
Verify accuracy of document [status matrix]() content and report any errors to the ASC-C63® Secretary.

C63.27-draft [Learn more]()	Evaluation of Wireless Coexistence	[SC 7]()	[Berger, Stephen]()	[C63.27 PINS]()	Published in 2017

C63.27-draft: American National Standard for Evaluation of Wireless Coexistence
Contact: [Berger, Stephen]() (Working Group Chair)
Scope: This revision of the C63.27 standard provides improvements to the evaluation procedure and supporting test

methods for wireless coexistence and evaluation of key performance indicators (KPI). The revised standard will provide evaluation procedures, test methods and other guidance necessary for performing the evaluation.

Status: Current. New revision being developed.

Purchase: Current version available for sale

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Is this information correct? (Yes)

Jason noted there has been a fair amount of work, the most recent was on April 22nd, 2021. More people are becoming interested. Highlights from the last meeting, in January, in was moved to SC7 for review. In was voted to move to SC7 for review. A new member from R and S was introduced. He has been added.

Did an overview of outreach efforts. Coexistence is a relatively new topic. Jason did a webinar last week for Washington labs. About 90 people attended. There are more efforts underway.

Motions include a motion to move C63.27 to SC7 for initial review.

Upcoming paper in EMC Magazine - Omar et al.
Jason asked if there was interest for Edition 3. Dave Schaefer proposed something about testing for 13.56 MHz. Something about interest based on requests from FDA.

Jason got a request to do on-site coexistence training.
The WG continues to gather feedback on C63.27 and its use.
The revised standard is ready for submission to the subcommittee. Also to SC2 and SC3 for their review.
The WG is trying to build a more user-friendly standard.

Summarize: We are moving forward and growing! **A/ I** Allen to circulate the draft C63.27 to SC7.
Embed report slide deck here.

6. Other Old Business: Chair

6.1 Written reports - Written reports of the Subcommittee meeting shall be presented by the Subcommittee Chair at the Main Committee meeting. These reports shall be made using the PowerPoint template. Prior to the Main Committee meeting, the reports and approved previous meeting minutes shall be provided to the projectionist for showing on the projector screen at the meeting. The Presentation and any written report shall also be sent by the Subcommittee Chair to the ASC-C63® Newsletter editor.

6.2 Coordination with SC2 for definitions - Before any Working Group draft can be submitted to the Subcommittee for approval, the document must be provided to the SC2 Chair for evaluation and coordination of the definitions used.

6.3 Coordination with SC3 for harmonization - Before any Working Group draft can be submitted to the Subcommittee for approval, the document must be provided to the SC3 Chair for evaluation and coordination of any harmonization effort.

7. New Business: Chair

8. C63.org website use and updates: Secretary - We normally post documents to the SC7 protected area. If any SC or WG needs help with this posting, a Technical Secretary is available to assist.

9. Review of the Action Items: Secretary -

9.1 Review of Action Items from this meeting: (read Action Items to Members, who must agree that they understand their meaning)

9.2 Review of Action Items from previous meeting: (insert consolidated Action Item table from the previous meeting Minutes as shown below)

Consolidated Action Items from previous Meeting of SC7 4/29/2020

Action Item #	Subject	Responsible Person(s)	Status	Delivery Date	Comments
1	Contact Wi-Fi Alliance and 3GPP community regarding their possible	Dave Caseto ask coexistence	No respons	Autumn meeting	More attempts to follow by Chair

	involvement in C63.27 WG	and look for a volunteer.	e from Wi-Fi and 3GPP	2020	and Vice Chair
2	C63.27 Workshops	Jason Coder	WS took place and ongoing	Status report at the Autumn meeting 2020	Very important activity
3	Offer invitation to have a co-sponsored study on the use of wireless technology in health care delivery to organizations that may be interested	Stephen Berger	Ongoing	Closed	Approved by Main Committee
4	Allen to circulate the draft to SC7 of C63.27 version 2.	Allen Crumm	In process	May20th, 2020	
5	Allen to send out access information to the FTP site to SC7 members.	Allen Crumm	In process	May20th, 2020	
6	A working group will be formed to address the comments received for a reaffirmation vote on C63.17.	Jason Coder	In Process	TBD	

Dave Case asked about C63.10. Allen said it's up to Bob DeLisi. Dave Case said that he was trying to get someone in 3GPP interested in the standard.

Dan said that the SC could have another meeting between then and October, especially if needed to move C63.27 along. Allen offered to help setting things up.

Jason said that he would try to use the ftp site to archive some applicable files, to keep a record of things that happened in the SC, in light of personnel changes over the years.

10. Time and place of next meeting: Fall 2020 IEEE Headquarters, Piscataway, NJ
Oct 19 thru 23, 2020.

11. Closing remarks and Adjournment: Chair - Adjourned at 2:10pm MDT.

** End of Meeting ***