C63®

Accredited Standards Committee C63®

Electromagnetic Compatibility

Subcommittee 7: Spectrum Etiquette

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

May 18th, 2022; 9:00 AM - 10:30 AM CT

WebEx Meeting

Dial in: +1 415-655-0002

Access Code: 2460 730 2623

Meeting Minutes

1.   **Call to Order: Chair The meeting was called to order at 10:05am EDT.**

   1.1   **Announcements: Chair's remarks. Jason welcomed everyone and thanked them for attending.**

   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, Dan Hoolihan, Omar Al Kalaa, Stephen Berger, Dave Case, Bob Delisi, Steve Jones, Hazem Refai, Pelin Salem, Jeff Silberberg Guest: Peter Nevermann

Subcommittee 7 Membership Roster

Name	Role within SC 7	Affiliation
Al-Kalaa, Mohamad	Member	FDA
Berger, Stephen	Vice-Chair	TEM Consulting
Case, Dave	Member	Retired
Coder, Jason	Chair	NIST
DeLisi, Bob	Member	UL
Dilay, Chris	Observer	SPAWAR Systems Center, Pacific
Hare, Ed	Member	ARRL
Hoolihan, Dan	Member	Hoolihan EMC Consulting
Jones, Steve	Member	FCC
Refai, Hazem	Observer	University of Oklahoma
Salem, Pelin	Member	Cisco
Silberberg, Jeff	Member	FDA

Send Ed Hare a reminder.

Guests and Observers: (non-voting):

   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? 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) Yes 10 of 11 present.

2.   **Approval of the Agenda: Secretary -** The motion to approve the meeting agenda came from Omar Al-Kalaa and was seconded by Jeff Silberberg. No discussion. Previous minutes approved by acclamation.

2.1 **Approval of the previous Minutes -** Minutes of the previous meeting   The motion to approve the previous minutes came from Dave Case and was seconded by Jeff Silberberg. No discussion. Previous minutes approved by acclamation

2.2 **Review of the patent slides** - No issues raised.

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

- **Review of Peter Nevermann's status**

3.1 Review of Membership Guidelines – members at risk?

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?**

Name	11/19	4/29/20	8/24/20	11/4/20	2/10/21	5/18/21	9/21/21	2/14/22	5/18/22
Mohamad Al-Kalaa	X	X	X	X	X	X	X	X	X
Berger, Stephen		A	A	A		X	X	X	X
Case, Dave	X	X	X	X	X	X	X	X	X
Coder, Jason	X	X	X	X	X	X	X	X	X
Crumm, Allen	X	X	X	X	X	X	X	X	X
DeLisi, Bob							X	X	X
Dilay, Chris	X		X	X			X	X	A
Hare, Ed	X					X			A
Hoolihan, Dan	X		X	X	X		X	X	X
Jones, Steve		X	X	X		X			X
Refai, Hazem				X	X		X	X	X
Salem, Pelin									X
Silberberg, Jeff	X	X	X	X	X	X	X	X	X

A/I Send Ed Hare a reminder about attendance.
Change Chris Delay to observer.
Jeff S motioned, Dave Case 2nd, Approved.
Any members at risk? These members are at risk: (send letter to each member at risk)

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)

Scope: Subcommittee 7 develops standards addressing spectrum etiquettes, wireless coexistence, and related technical fields to provide new or amended measurement techniques to support efficient spectrum utilization. This scope includes areas related to coordinated or uncoordinated spectrum sharing schemes and dynamic spectrum access.

4.1 Election of Officers (as required)

- Chair's current term expires December 31st, 2022

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.

C63.17-2020 Learn more	Unlicensed Personal Communications Service (PCS) Devices	SC 7	Berger, Stephen	C63.17 PINS	Reaffirmed

Check Website.

C63.17: C63.17-2020 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.

A/I Steve Berger to contact DECT forum regarding DECT-2020 new radio.

Is this information correct? (repeat this verification for all Standards covered by this Subcommittee)

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

C63.27-2021 Learn more	Evaluation of Wireless Coexistence	SC 7	Coder, Jason	C63.27 PINS	Published May 2022

Published yesterday.

C63.27-draft: American National Standard for Evaluation of Wireless Coexistence
Contact: Coder, Jason (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.

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.

- SC7 report to steering committee available online

    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.

- Comments from SC2 were considered for C63.27 during the balloting phase. No action necessary.

    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.

- Discussion of elements of C63.27 that we would like to discuss with international development organizations? IEC? ETSI?
- Discussion of publishing a comparison document between C63.27 and another standard through SC3.

7. **New Business: Chair**

7a. Discuss forming a task group to develop a publication on the difference between "coexistence" and "interference." Report on conversations with Steering Committee.

7b. Where should the subcommittee direct its resources over the short/long term? Another revision to C63.27 to support new applications? A new standard, guide, or recommended practice? Something else?

7c. Discussion of collaboration with C63.33/SC8; coordination of standards to ensure the end user has a cohesive picture of standards compliance.

7d. Awareness of IEEE Dyspan work (Berger).

A/I EMC magazine article Stephen, Peter, Jason, and Omar.

Possible you tube videos, links to recorded talks on our website.10

A/I Jason to gather links to resources for posting on our website.

C63.33 letter of concern. Stephen Berger.

Stephen Berger assumed chair of the IEEE ComSoc DySPAN-SC. Mr. Berger sees opportunities for cooperation.

https://www.nist.gov/news-events/news/2021/08/encouraging-coexistence-nist-model-cuts-measurement-needs-spectrum-sharing from Jason Coder to everyone: 9:13 AM

(NIST article on research to reduce number of coexistence measurements with adaptive design of experiment)

8. [C63.org](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 Meetings of SC7

Action Item #	Subject	Responsible Person(s)	Status	Delivery Date	Comments
A/I 14	Jason to check with Jerry to see if we need to resubmit the corrected scope to the Steering Committee.	Jason Coder	Closed		
A/I 17	Jason to send out an invitation to the .27 working group and the SC7 for volunteers to join the white paper task group. Also mention at the steering committee meeting. (Allen will pass this to Jerry.)	Jason Coder	Closed	9/30/21	Discussed at Steering Committee and SC3 meetings
A/I 18	Jason to reach out to SC3 on publishing C63.27 and ETSI comparisons.	Jason Coder	Closed		
A/I 19	**Jason to have a conversation with the main committee chair on our plans going forward on a publication on coexistence.**	Jason Coder	Closed		Discussed with Main Committee chair and Steering Committee.
A/I 20	Steve Berger to contact DECT forum regarding DECT-2020 new radio.	Stephen Berger	Closed		

Next meeting will be on Nov 7 to 11th , 2022 at Keysight.

11. Closing remarks and Adjournment: Chair – The meeting was adjourned at 12:30pm EST.

********************************** End of Meeting **********************************

Consolidated Action Items from today's Meeting of SC7

Action Item #	Subject	Responsible Person(s)	Status	Delivery Date	Comments
A/I 21	Allen to send Ed Hare a reminder about attendance.	Allen Crumm	Open		
A/I 22	Steve Berger to contact DECT forum regarding DECT-2020 new radio.	Stephen Berger	Open		
A/I 23	EMC magazine article Stephen, Peter, Jason, and Omar.	Jason Coder	Open		
A/I 24	Jason to gather links to resources for posting on our website.	Jason Coder	Open		