



American National Standards Committee C63[®]

Electromagnetic Compatibility

Subcommittee 7: Spectrum Etiquette

Chair: Jason Coder

Vice Chair: Stephen Berger

Secretary: Allen Crumm

October 4th, 2023; 1:30 PM – 3:00 PM EDT

WebEx Meeting

Approved Meeting Minutes

1. **Call to Order: Chair** - The meeting was called to order at 1:30pm EDT
 - 1.1 **Announcements:** 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](#) N/A
 - 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, Bob Delisi, David Chamberlain, Jason Nixon, Jeffery Silberberg, Megan McConnell, Omar Al Kalaa, 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
Hoolihan, Dan	Member	Hoolihan EMC Consulting
Jones, Steve	Member	FCC
Refai, Hazem	Observer	University of Oklahoma
Salem, Pelin	Member	Cisco
Silberberg, Jeff	Member	FDA

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) 6 plus.

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) 8 present, so quorum achieved.

2. **Approval of the Consent Agenda and previous minutes: Secretary- Approved.**
 - 2.1 **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?**

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	11/4/20	2/10/21	5/18/21	9/21/21	2/14/22	5/18/22	11/9/22	5/11/23	10/4/23
Mohamad Al-Kalaa	X	X	X	X	X	X	X	X	X
Berger, Stephen	A		X	X	X	X	A	X	
Case, Dave	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	X	X	X
Hoolihan, Dan	X	X		X	X	X	X	X	X
Jones, Steve	X		X			X	X	X	
Refai, Hazem	X	X		X	X	X	X	X	
Salem, Pelin						X	X		
Silberberg, Jeff	X	X	X	X	X	X	X	X	X

Any members at risk? None are at risk.

3.2 Consideration of new members? [Application for C63® Subcommittee Membership](#) none

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 was re-elected to a second three-year term at the November 2022 meeting. (Officer's list has been updated)

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 2020.
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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**

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.

A long discussion on coexistence between band edges. Ay 2.4 GHz

AI-27: Jason to create a PINS for a C63.27 corrigendum.

AI-28: Jason to incorporate the interpreted discussion into the interpretation request.

C63.27-2021 Learn more	Evaluation of Wireless Coexistence	SC 7	Coder, Jason	C63.27 PINS	Published 5/17/22.
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C63.27-2021: American National Standard for Evaluation of Wireless Coexistence

Contact: [Coder, Jason](#) (Former 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.

Purchase: Current version available for sale.

Is this information correct? **Yes**

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 and main committee available [here](#)

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.

- No new contact to report.

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.

- No new contact to report.

6.4 Updates on Action Items

- a. Review of formal comment to the Japanese Ministry of Internal Affairs and Communication
- b. Discussion of receiver standards and possible SC7 involvement.

7. **New Business: Chair** - Interpretation request received from UL. Discuss draft response.

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 Meetings 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	Closed		
A/I 22	Steve Berger to contact DECT forum regarding DECT-2020 new radio.	Stephen Berger	Closed		
A/I 23	EMC magazine article Stephen, Peter, Jason, and Omar.	Jason Coder	Closed		
A/I 24	Jason to gather links to resources for posting on our website.	Jason Coder	Closed		
A/I 25	Jason to continue monitoring the situation, and provide options for SC 7 involvement.	Jason Coder	Open		
A/I 26	Allen to amend roster	Allen Crumm	Open	Next Meeting	

Next meeting date/location: May 16, 2024

10. **Closing remarks and Adjournment:** The Chair thanked the attendees and adjourned the meeting @ 3:00PM-EDT.

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

Consolidated Action Items from 20231004 Meeting of SC7

Action Item #	Subject	Responsible Person(s)	Status	Delivery Date	Comments
AI-25:	Jason to continue monitoring the situation, and provide options for SC 7 involvement.	Jason Coder	Open	Next meeting	
AI-26:	Allen to amend roster	Allen Crumm	Closed	Next meeting	Roster modified by Jerry 10/10/2024
AI-27:	Jason to create a PINS for a C63.27 corrigendum	Jason Coder			
AI-28:	Jason to incorporate the interpreted C63.27 discussion into the interpretation request	Jason Coder			