American National Standards Committee C63®

Electromagnetic Compatibility

Subcommittee 7: Spectrum Etiquette

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

May 16th, 2024; 8:30 AM – 9:30 AM EDT
In-person/WebEx Meeting
Approved Meeting Minutes

1. **Call to Order (Chair)** The meeting was called to order at 8:30am EDT

    1.1 **Announcements, Chair -** Jason welcomed everyone and thanked them for attending.

    1.2 **Meeting logistics announcements (Chair): 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**

==**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): Allen Crumm. Ken Gjerde, Justin Rison, Marcus Shellman, William Graff, Yongkang Liu,

1.4 **Quorum: (50% of roster + 1) constitutes a quorum.** (rounding down) (**Example**: 9 roster members / 2 = 4.5 = 5 (therefore 5 people are required for a quorum) Quorum was met.

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. 5 We have a quorum.

2. **Approval of the Consent Agenda and previous minutes (Secretary)** Approved **Approved prev. Minutes**

    2.1 **Review of the patent slides** (Secretary) 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	2/10/21	5/18/21	9/21/21	2/14/22	5/18/22	11/9/22	5/11/23	10/4/23	5/16/24
Mohamad Al-Kalaa	X	X	X	X	X	X	X	X	A
Berger, Stephen		X	X	X	X	A	X		X
Case, Dave	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	X
Hoolihan, Dan	X		X	X	X	X	X		X
Jones, Steve		X			X	X	X		
Refai, Hazem	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? Pelin Salem attended and is no longer at risk.

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

a. <u>Justin Rison</u>, FCC – Application Resume: Jason Coder, Bob Delisi, Steve Jones - Approved

b. <u>David Schaefer</u>, Element; Dan Hoolihan, Bob Delisi, Jason Coder endorsed. Approved.

David Schaefer

David.T.Schaefer@gmail.om   Cell: (952) 454-2427

Employment:
Element Materials Technology: November 2018-present   Brooklyn Park, MN
- Technical Manager, EMC
  - Manage engineering team for successful completion of projects
  - Handle accreditation of six labs to ISO 17025
  - Specify CapEx needs for the business unit
  - Support sales team with technical expertise in customer facing calls
  - Perform gap analyses of new and upcoming standards for technical and business impacts
  - Organize and provide training for technical team and sales team
  - Decision maker for technical solutions
  - Author marketing content for Element's website
- Operations Manager, EMC
  - Provide direction for personnel in EMC test lab for commercial, medical, and

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.

Motion to Approve Scope and Duties. Bob D moved; Jeff S. 2nd Approved.

4.1 Election of Officers (as required) Chair's second term expires end of 2025.

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.

Steve Berger gave a report on a new protocol coming into existence and will update C63.17 as necessary/

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? (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 5/17/22.

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.

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. Discussion of receiver standards and possible SC7 involvement.

b. Update on draft interpretation response to UL.

c. Update on potential overlap with C63.10 Ed4 working group.

7. **New Business (Chair):**

a. New stakeholder: nuclear power industry

b. C63.27 Corrigendum review of scope, call for participation.

c. Discussion of next revision of C63.27

DFS testing iffy. AFC testing is more excepted/ (old Business under C53.10)

Nuclear coexistence is currently being discussed. That industry is aware of C63.27, bur precieves it is only for medical devices.

C63.27 Corrigendum. Correct errors. PINS is approved. Guy from FDA to Lead the group. Jason to Co chair. Yongkang Liu. June 25th for one hour. First Meeting.

Next revision of C63.27. Revise Annex A. Niosh mining folks want additions.

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 20231004 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	Closed		
A/I 22	Steve Berger to contact DECT	Stephen	Closed		

	forum regarding DECT-2020 new radio.	Berger			5
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 optioms for SC 7 involvment.	Jason Coder	Closed		
A/I 26	Allen to amend roster	Allen Crumm	Closed	Next Meeting	
A/I 27	Add Justin and David to the roster. Change Steve Jones affiliation.	Allen Crumm	Open		
A/I 28	Jason scope what an AFC testing standard would look like and report back by next meeting.	Jason Coder	Open	40	
A/I 29	Jason to write a call for participation for a 27 coragendome participation.	Jason Coder	Open	May 31st	

Next meeting date/location: **20241002 at Rohde & Schwarz USA in Coppell, TX**

10. **Closing remarks and Adjournment:** Jason adjourned the meeting at 9:38 am.

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

Consolidated Action Items from 20240516 Meeting of SC7

Action Item #	Subject	Responsible Person(s)	Status	Delivery Date	Comments
AI-25:	Jason to continue monitoring the situation, and provide optioms for SC 7 involvment.	Jason Coder	Closed		
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	Open		
AI-28:	Jason scope what an AFC testing standard would look like and report back by next meeting.	Jason Coder	Open	40	
AI-29:	Jason to write a call for participation for a C63.27 corrigendum participation.	Jason Coder	Open	May 31st	