

TIA FO-4 Meeting Report

Teleconference held on
September 4, 2003
Steve Swanson

Highlights

- ~35 people participated in the call
 - A quorum was achieved with 9 of 11 voting members present
- A motion to hold face-to-face meetings in January and June of 2004 at TIA's facilities in Arlington Virginia was approved by acclimation
- A motion to further consolidate the number of Subcommittees to 5 and implement the planned changes at the January 2004 meeting was approved by acclimation
- A call for candidates was made for Chair and Vice-Chair of FO-4, FO-4.1, FO-4.2, FO-4.3, FO-4.4 and FO-4.5 for elections to be held at the January 2004 meeting

Venue details

- FO-4 and its Subcommittees will meet face-to-face in January 26-30, 2004 and June 21-25, 2004 in Arlington, Virginia
- FO-4 will utilize meeting facilities at TIA
- All groups are expected to participate
- No teleconferencing will be offered at these meetings
- Proposed venue for January 2005 is Las Vegas
- Proposed venue for June 2005 is Quebec

Action Item: Stephanie Montgomery to secure TIA meeting rooms for January 26-30, 2004 and June 21-25, 2004 and establish latest dates for changes to 2005 venues.

Restructuring Plan

- Reduce the number of Subcommittees to 5
 - Combine FO-4.1 and 4.2 on Optical Systems
 - Combine FO-4.3 and FO-4.8 on Passive Components
 - Combine FO-4.4 and FO-4.5 on Active Components
 - Combine FO-4.6 and FO-4.7 Fiber and Cable
 - Maintain FO-4.9 on Metrology
- Chair and Vice-Chair elections will take place at January 2004 meeting
- All current WGs will meet in January 2004
 - New Subcommittees, with input from the Working Groups will be tasked with making a decision on the future structure of their Subcommittee

Restructuring Details

- The new Engineering Committee structure is approved as follows:
- **FO-4, Committee on Fiber Optics**
- **FO-4.1, Subcommittee on Fiber Optic Systems**
- **FO-4.2, Subcommittee on Optical Fibers and Cables**
- **FO-4.3, Subcommittee on Fiber Optic Interconnecting Devices**
- **FO-4.4, Subcommittee on Fiber Optic Amplified Systems, Active Components and Reliability**
- **FO-4.5 Subcommittee on Fiber Optic Metrology**

Appointment of Interim Co-Chairs

- Steve Swanson, Chair of FO-4, appointed the following interim Co-Chairs
 - FO-4.1 Gair Brown and Allen Cherin
 - FO-4.2 Tom Hanson and Mike Kinard
 - FO-4.3 Tom Ball and Andre Girard
 - FO-4.4 Jim Matthews and Pin Su
 - FO-4.5 Rex Craig and Dennis Horwitz
- The Co-Chairs are responsible for issuing an agenda and other preparatory tasks for their combined Subcommittees meetings in January 2004

Call for candidates

- Elections for Chair and Vice-Chair of FO-4 and all Subcommittees will be held at the January 2004 meeting
 - The leadership positions are open to anyone in the Committee
- There are 3 requirements for nominees for Chair or Vice-Chair
 - Notification of nomination submitted to TIA – we agreed to request the nominations by November 15, 2004
 - A bio submitted to TIA
 - A letter of company endorsement to TIA by the day of the meeting

Action item: FO-4 members to submit notification of nomination to Stephanie Montgomery by November 15, 2004

Action item: Stephanie Montgomery to send names of nominees to entire FO-4 Committee by December 15, 2004

Nomination process details

- Nomination letters and letters of support for Chair and Vice Chair to Dan Bart with copy to Steve Swanson and Stephanie Montgomery by November 15
- Candidates to submit bio to Stephanie Montgomery with copy to Susan Hoyler
- Stephanie will send names of the nominees for Chair and Vice Chair will be sent to the entire FO-4 Committee
- Before the election, additional nominations from the floor will be permitted provided a written letter of support is available from the candidate

NOTE: Nomination letters can be for Chair, Vice-Chair, or both. If a candidate is nominated for both and loses the Chair vote, he/she will automatically be included in the vote for Vice-Chair.

January 2004 Schedule Review

FO-4 MEETING SCHEDULE, Arlington, VA January 26-30, 2004					
Room		A	B	C	D
Monday January 26, 2004	9 am - 12 pm	FO-4 Opening			
	2 pm - 6 pm	FO-4.3.1	FO-4.6.2	FO-4.2.1	FO-4.9.1
	6 pm - 8 pm	Subcommittee Chairs/Secretaries Meeting			
Tuesday January 27, 2004	8 am - 10 am	FO-4.3.2	FO-4.6.1	FO-4.2.2	FO-4.5 (4.9)
	10 am - 12 pm				
	2 pm - 6 pm	FO-4.3.3	FO-4.1 (4.1+4.2)	FO-4.4 (4.4+4.5)	FO-4.7.10 FO-4.7.15
	6 pm - 8 pm	Tuesday Night Tutorial - ARINC presentation			
Wednesday January 28, 2004	8 am - 12 pm	FO-4.3 (4.3+4.8)	FO-4.2/(4.6+4.7)		
	2 pm - 6 pm	FO-4 Closing			
Thursday January 29 2004	8 am - 10 am	USTAG SC 86A	USTAG SC 86B		
	10 am - 12 pm				
	2 pm - 5 pm	USTAG TC 86C USTAG TC 86			

Other Business

- Bob Jensen reviewed recent developments related to new plenum cable specifications coming from NFPA (see “Report on Proposals” @ nfp.org). Comments are due by October 31, 2004. It was agreed that individual companies should respond directly to NFP with any comments
- Steve Swanson provided a brief overview of the recent TIA Board meeting and subsequent Technical Committee meeting.
 - The Board is taking a critical look at where TIA Standards are
 - Each Engineering Committee is being asked to respond to a number of questions (see next page)

TIA Board questions

- Are the current structure and technical work areas pertinent?
- Determine ways to continue acceleration of the standards development processes
- Determine any new technical areas or other initiatives to pursue
- Is our structure adequate for the next 5 years?
- Do the standards make sense to CEOs?
- How do we position TIA as a whole?
- Who is the customer?
- Is the committee connected to the customer?
- How does the committee get customer input?
- Who are the competing SDO's for the committee, if any?
- How aware are the committees of the competing SDO's work?
- What are future plans and projects for the committee
- How can the committee and TIA prevent forum shopping?

Notes related to Board Inquiry

- We believe that our current structure makes sense going forward
- FO-4 has been effective at influencing international standards but there is room for improvement
- FO-4 has been effective in reducing the time to market for TIA Standards
- Our customers are
 - Fiber optic users
 - Fiber optic manufacturers
 - Other SDOs
 - USNC to IEC
- Contributions are really what drives our activity
- We have significant opportunities
 - The standardization requirements for Fiber to the Premises (FTTP) is something we should pursue aggressively
 - We need to define what our capabilities are and market to others, e.g. NEMI, ARINC etal.

Other notes

- Andre Girard noted that ITU-T Q16 may meet during the week of January 19-23, 2004 in Australia. It was suggested that they could meet in Washington, DC
- Tim Drapela requested a schedule change to avoid a conflict between the times for FO-4.6.1 and FO-4.9.1 – it was agreed to wait until the June meeting before making any addition schedule changes
- We have tentatively scheduled a presentation from ARINC for the Tuesday tutorial

Other Action items

Action item: Steve Swanson to develop a strawman strategy document for FO-4 by September 9 for review by FO-4 members

Action item: Dennis Horwitz to contact ARINC and request presentation for Tuesday Tutorial on January 27, 2004

Action item: Matt Brown and Susan Hoyler to sell TIA FO's expertise to NEMI officials and collaborate on needed standards in splicing and connector end face quality

Action item: Stephanie Montgomery to issue press release on FO-4 restructuring and complete necessary changes in documentation, reflectors, etc. for a January 2004 transition