



BUILDING GLOBAL COMMUNICATIONS

## Approved by General Counsel

TR-41 Meeting Report

Date: 08/22/03

Location: Montreal, Canada

Approved: 09/05/03

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**Telecommunications Industry Association  
Standards and Technology Department**

**Engineering Committee TR-41  
User Premises Telecommunications Requirements**

**Meeting Report**

**Chair: Stephen R. Whitesell**  
**Vice-Chair: Roger W. Britt**  
**Secretary: Harry A. Van Zandt**

**Date: August 22, 2003**  
**Venue: Delta Centre-Ville**  
**City: Montreal**

**1. Call to Order and Opening Business**

**a. Call to Order and Introductions**

Chair Steve Whitesell called the meeting to order at 8:00 am, and the attendees introduced themselves.

**b. Roll Call and Quorum**

Roll call was taken and a quorum was declared with 13 of 16 voting member companies represented. Ken Kerpez of Telcordia joined the meeting near its end to make the final quorum count 14. Since this was the third consecutive meeting at which Polycom was not represented, it was removed from the quorum list prior to the determination of quorum.

**1) Quorum Members or Alternates Present**

Alcatel – François Pinier	Siemens – Dave Vander Meiden
AST – James Bress	Telcordia – Ken Kerpez
AVAYA – Joanne McMillen	Teccor – Phillip Havens
Cisco – Bob Bell	UL – Randy Ivans
ECS – Harry Van Zandt	Uniden – Al Baum
Mitel – Greg Slingerland	VTech – Steve Whitesell
Nortel – Roger Britt	Wyle Labs – Jim Smith

**2) Quorum Members Absent**

Atlinks – Roger Hunt	Radio Shack – Rick Carey
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**3) Others Present**

Cisco – Tim Lawler	Pador Enterprizes – Pierre Adornato
ETSI STQ Liaison – Joachim Pomy	SBC – Chuck Bailey
Industry Canada – Efrain Guevara	TIA Staff – Stephanie Montgomery
Industry Canada – Andy Kwan	

**c. Review and Approve Agenda**

The agenda was submitted for review and approved with the insertion of two items under New Business: (6b) Designation of Meeting Reports and (6c) ANSI Status of TIA/EIA-662.013. It was also annotated by the addition of document numbers and the substitution of François Pinier for Tailey Tung as the discussion leader for the TR-41.1 Subcommittee Report.

**d. TIA Patent Policy**

The Chair made the attendees aware of the following statement concerning TIA's Patent Policy and the desire for early disclosure of patents, the use of which may be essential to any standard or other document being developed for publication:

There is no objection in principle to drafting a TIA Publication in terms that may require the use of a patent. Participants in the work of the TR-41 are urged to review the Patent Policy in TIA's Engineering Manual. An electronic version of the Engineering Manual is

available on TIA's website at [www.tiaonline.org](http://www.tiaonline.org), or a copy may be obtained from the TIA Secretariat.

Individual participants are encouraged to notify TIA of any patents or pending patent applications that may be essential to the practice of a proposed TIA Publication. Such notification should be made early in the development process to reduce the possibility for delays and increase the likelihood that the proposed TIA Publication will be approved. The participant making such a disclosure will be requested to have his/her company submit a statement concerning its willingness to license the essential patents as set forth in Annex H to the Engineering Manual. The disclosure need not (but may) identify the specific patents or pending patent applications that may be essential to the practice of the proposed TIA Publication.

Patent searches are not required to comply with the TIA Patent Policy.

#### **e. Chair's Remarks**

Chair Steve Whitesell noted that the number of people requesting copies of the Chairs' Reports at the end of Plenary meetings has been increasing because of people using this information for preparation of their trip reports. He proposed that the reports be given TR-41 document numbers and posted on the FTP site immediately following meetings. The use of the designator "M" to indicate they are created as part of the meeting process instead of an "L" indicating a late contribution will be brought up under New Business.

Election of the TR-41.1, 41.3, 41.7, and 41.9 Chairs and Vice-Chairs will be held in November with the possible exception of the TR-41.1 Vice-Chair position. François Pinier was elected to a two-year term for that position about one year ago. If should decide to run for TR-41.1 Chair and be elected, an election will be held to fill the spot he vacates. If he chooses not to run, or runs but is not elected, he will continue in the Vice-Chair position and no election will be necessary.

Steve indicated that a discussion held during the TR-41/T1E1 All Chairs meeting on Thursday evening resulted in a decision to go ahead with alternating co-located and separate meetings. The co-located meetings for 2004 will be in February and August. We had to adjust our February meeting date to accommodate T1E1's schedule, and they reciprocated for the August meeting. A joint session will be held from 5:30 to 6:30 on Tuesday evening of the February meeting with each of the Chairs presenting an overview of their work. Hosts are being sought to provide refreshments and make this a social occasion.

TIA's image as a Standards Development Organization (SDO) and its future directions were discussed during the TR-41 Chairs Meeting on Monday evening, with a request that subcommittee chairs discuss the topic in their meetings during the week. The issue is being addressed in response to questions from the TIA Board of Directors on the following topics:

- Relevance of Engineering Committee and Subcommittee Names
- Standards that Address Emerging Technologies
- Identification of the Customers for TIA Standards
- Potential for Committee Restructuring

#### **f. TIA Staff Remarks**

Stephanie Montgomery mentioned that TIA's financial position forced a downsizing. This will create a short term delay issue, but will be resolved in the long term.

The TIA ballot process has been revised. TIA is also looking into the possibility of selling copies of PN ballots to interested parties as they do now for SP ballots.

TIA is looking very closely at TSBs. TSBs are intended for information and guidance only. There should be no normative references in these documents.

## **2. Previous Meeting Report**

The report of the previous meeting was reviewed and approved without change.

### 3. Subcommittee Reports and Requests

TR-41's subcommittees and working groups met at various times from Monday through Thursday.

#### a. TR-41.1 – Multiline Terminal Systems – François Pinier for Tailey Tung

Subcommittee TR-41.1 met on Thursday, August 21, 2003.

Project Status: The following is a summary of the status of each Project assigned to TR-41.1.

- PN-3-0099, Comparison of transmission requirements in standards ANSI/TIA-464-C and ETSI ES 201 168 V.1.2.1 (to become TSB-147)

Current Status: Draft 4 was revised (Contribution TR41.1-03-08-063) and mistakes related to the loss plan and remark in section 5.1.1 were found. Therefore this document shall be corrected accordingly. As ETSI STQ liaison Joachim Pomy will work with the editor (Tailey Tung) of this TSB document as this document is a joint publication between ETSI STQ and TIA TR-41.1.

Target Completion Date: 02/2004

- PN-3-3673-AD1, Requirements for Private Branch Exchange (PBX) Switching Equipment (Addendum to TIA-464-C)

Current Status: Proposal for TIA-464-C Addendum 1 was revised (Contribution TR41.1-03-08-066) and mistakes related to the loss plan were found (It is the same mistakes as already found in PN-3-0099 / TSB-147 document). Table 12 (Loss Plan), Row 2 (OPS) Column E (AAL[A]) shows 0 dB loss whereas it should show -3 dB (i.e., 3 dB gain). Table 13 (Loudness Ratings) Row OPS Column AAL(A) shows 17 dB whereas it should show 14 dB. Also, the loss plan assumptions (Section 6.2.4) needs to point to the revised TIA-470.110-C, but this cannot happen until TIA-470.110-C is published. However TR-41.1 subcommittee unanimously agreed to sent to letter ballot this TIA-464-C Addendum 1 after correcting the previous mistakes.

Target Completion Date: 02/2004

Plenary Action Requested: TR-41.1 subcommittee requests concurrence for sending this addendum to letter ballot after correction.

Plenary Action Taken: Unanimously approved.

- PN-3-4676-RV2, Information Technology - Telecommunications and Information Exchange and Technical Requirements for Private Integrated Services Networks (to become TIA-594-B)

Current Status: TIA-594-B was sent to ballot beginning of June 2003 and ballot window was extended to August 18. Only 13 ballots were returned and 7 ballots were not returned. Ballot result is : 1 Abstain / 9 Approve / 2 Approve with comments (Nortel Networks and Dietrich Lockard Group) / 1 Disapprove (Alcatel). All comments from Nortel Networks and Dietrich Lockard Group, which are editorial, were approved during this meeting. Alcatel has submitted 82 comments where 47 are editorial and 35 are technical. Following the Alcatel comments, Nortel Networks has provided a reply on these comments. Comments of both companies were partly reviewed. Due to lack of time, letter ballot comment resolution was stopped and 22 comments should be resolved during the next meeting in November 2003.

Target Completion Date: 5/2004

Additional Information: TR-41.1 would like to provide the following additional information.

- None

**b. TR-41.3 – Analog and Digital Wireline Terminals – James Bress**

Subcommittee TR-41.3 met on Thursday afternoon, August 21, 2003. Its various working groups met from Monday through Thursday morning.

Project Status: The following is a summary of the status of each Project assigned to TR-41.3.

- PN-3-4350.000-RV3, Overview of Standards for Telephone Performance (to become TIA-470.000-C)  
Current Status: Going for TIA Ballot to be completed before the 11-2003 meeting.  
Target Completion Date: 11/2004  
Plenary Action Requested: Concurrence for TIA Ballot.  
Plenary Action Taken: Unanimously approved.
- PN-3-4350.110-RV3, *Handset Acoustic Performance Requirements for Analog Telephones* (to become TIA-470.110-C)  
Current Status: Going for TIA Ballot after interim meeting via teleconference for possible technical changes.  
Target Completion Date: 05/2004  
Plenary Action Requested: Concurrence for TIA Ballot.  
Plenary Action Taken: Unanimously approved.
- PN-3-4350.210-RV3, *Resistance and Impedance Performance Requirements for Analog Telephones* (to become TIA-470.210-C)  
Current Status: Going for Industry Ballot to be completed before 11-2003 meeting.  
Target Completion Date: 2/2004  
Plenary Action Requested: Concurrence for Industry Ballot.  
Plenary Action Taken: Unanimously approved.
- PN-3-4350.220-RV3, *Alerter Acoustic Output Performance Requirements for Analog Telephones* (to become TIA-470.220-C)  
Current Status: Going for Industry Ballot to be completed before 11-2003 meeting.  
Target Completion Date: 2/2004  
Plenary Action Requested: Concurrence for Industry Ballot.  
Plenary Action Taken: Unanimously approved.
- PN-3-4350.230-RV3, *Network Signaling Performance Requirements for Analog Telephones* (to become TIA-470.230-C)  
Current Status: Work in progress, requesting contributions.  
Target Completion Date: 11/2004
- PN-3-4350.310-RV3, *Cordless Telephone Range Measurement Procedures for Analog Telephones* (to become TIA-470.310-C)  
Current Status: In process for publication. Ballot confirmed in last (May 2003) meeting.  
Target Completion Date: 8/2003
- PN-3-4350.320-RV3, *Cordless Telephone Performance Requirements* (to become TIA-470.320)  
Current Status: Work in progress, requesting contributions.

Target Completion Date: 11/2004

Additional Information: TR-41.3 would like to provide the following additional information.

- TR41.3 asks TIA if “Telecommunications Telephone Terminal Equipment” can be removed from the title of TR-41 documents.

Chair Steve Whitesell pointed out that “Telecommunications – Telephone Terminal Equipment” was the first two parts of the ANSI prescribed three-part title for documents. “Telecommunications” will probably need to remain as the first part, but the second part could be changed to something else if appropriate.

- TR41.3 suggests the following new names be considered for TR-41:

Change from the current title “TR-41 User Premises Telecommunications Equipment Requirements” to one of the following:

- Home and Business Telephone Equipment Requirements (TR-41)
- Telecommunications Equipment Requirements (TR-41)

- TR41.3 suggests the following new names be considered for TR-41.3:

Change from the current title “TR-41.3 Analog and Digital Wireline Terminals” to one of the following:

- Analog and Digital Telephones
- Consumer Telephone Performance
- Telephone Feature Performance
- Telephone Quality
- Telephone Design Quality

- TR41.3 Suggests the following ideas for consideration for improving the value of the TIA standards work and possibly increasing TIA revenue from this work.

- Are we developing the right standards?
- Who are the standards targeted to? (Engineers, CTO, Buyers, Consultants)?
- Committee names should be more attractive
- TIA mark of quality (test lab associations, continuing conformance...)
- Links to Member companies on Web-Site
- Merge with Another SDO (T1? / ATIS? / Other?)
- Standards activities do not cost TIA anything (much?). Paid for by supporting member companies efforts.
- Make Standards free?
- Redo Scopes to be short to the business point
- Make the upfront information for each standard as an Executive Summary (Bullet List of important features of the standards)
- Review other SDO business models (ETSI, Telcordia, CTIA, UL, CSA, others?)

**c. TR-41.4 – IP Telephony Infrastructure and Interworking - Bob Bell**

Subcommittee TR-41.4 met on Tuesday and Wednesday, August 19 & 20, 2003.

Project Status: The following is a summary of the status of each Project assigned to TR-41.4.

- PN-3-0061, IP Telephony Security Framework (to become new TSB)

Current Status: No Contributions available at this meeting. Continued Interest.

Target Completion Date: 11/2004

- PN-3-0102, Requirements for a Wireless LAN Based IP Telephony Subsystem (to become TIA-1002)

Current Status: Presentation by François Pinier of the information presented at IEEE 802.11

- Target Completion Date: 11/2004
- PN-3-0103, Requirements for a Wireless LAN Based IP Telephony Endpoint (to become TIA-1003)  
Current Status: See above.  
Target Completion Date: 11/2004
  - PN-3-0104, Functionality Classes for IP Telephony Residential Gateways (to become TSB-148)  
Current Status: Presentation by Alan Clark. Accepted into draft with some comments.  
Target Completion Date: 11/2004
  - PN-3-0105, IP Telephony Endpoint Performance Metrics (to become TIA-1004)  
Current Status: Presentation by Alan Clark and proposal by Joanne McMillen. Generated a lively debate between the two, but no input from the others. Homework assignment is to get the opinion of the various companies to determine if the Avaya submission is to be accepted into the Document.  
Target Completion Date: 11/2004
  - PN-3-4462-URV, Performance and Interoperability Requirements for Voice-over-IP (VoIP) Telephone Terminals (to become TIA-811-A)  
Current Status: New base document created by Dave Vander Meiden from existing text. Accepted as basis for going forward. Contribution by François Pinier on the Megaco phone. Now have SIP and Megaco, but no updates for H.323.  
Target Completion Date: 5/2004
  - PN-3-4601, IP Telephony Gateways and Related Control Infrastructure  
Current Status: No new updates  
Target Completion Date: 11/2004
  - PN-3-4726-RV1, Location Identification and Callback Procedures for IP Terminals (to become TSB-146-A)  
Current Status: One contribution from Raymond Gass containing a version of the last draft of the document with technical information added. However, it was not possible to trace this document back to the original one to see what if any changes were made in the base document and what were the new additions. It has been returned to Alcatel with the request that two new versions be created. One containing only the original document and the second containing the new technical material with changebars.  
Target Completion Date: 11/2004
  - PN-3-4826-RV1, Voice Gateway Transmission Requirements (to become TIA-912-A)  
Current Status: Revised draft (3.5) presented by Roger Britt and Richard Hatherill. Contains a new section showing the harmonized dial plan for Pan-European loss planning.  
Presentation by Tom Hock of Cisco Systems, Inc. Rejected for inclusion, but led to a very lively debate on how to get this and similar documents into the hands of design engineers so that we can truly have a compatible loss plan and transmission requirements.  
Target Completion Date: 11/2003  
Plenary Action Requested: TR-41.4 requests concurrence for the submission of the current draft document for letter ballot as a TIA standard. Publication to be held until publication of TIA-470.110-C.

Plenary Action Taken: Unanimously approved.

Additional Information: TR-41.4 would like to provide the following additional information.

- Subcommittee TR-41.4 has considered a new name for the group in accordance with the request at the Chairs meeting on Monday 18 August, 2003. Two names are actually submitted depending on what name the parent committee selects. These names in order of priority are:
  - VoIP Systems – IP Telephony Infrastructure
  - Voicecom Systems – IP Telephony Infrastructure

However there exists a company with the name VoiceCom. This effectively eliminates the name VoiceCom. The name VoIP Systems does not seem to have that same liability.

Plenary Action Requested: TR-41.4 requests the concurrence TR-41 in renaming subcommittee TR-41.4 to be called “VoIP Systems – IP Telephony Infrastructure”.

Plenary Action Taken: The request was taken under advisement, but no action was taken at this time. We will reconsider after receiving feedback from a conference call with TIA Board Members in which Chair Steve Whitesell will represent TR-41.

**d. TR-41.7 – Environmental and Safety Considerations - Randy Ivans**

Subcommittee TR-41.7 met on Thursday afternoon, August 21, 2003. Its 41.7.4 and 41.7.5 Working Groups met on Wednesday, jointly with T1E1.7 and its 41.7.1 Working Group met on Thursday morning. TR-41.7 also sponsored a presentation on Hazards Based Safety Standards on Tuesday evening (rescheduled from Monday afternoon).

Project Status: The following is a summary of the status of each Project assigned to TR-41.7.

- PN-3-3283-RV2, Environmental Considerations (to become TIA-571-B)  
Current Status: Work in process in the TR41.7.4 Working Group. Draft document under review. Contributions on lightning surge and power cross reviewed. Contributions are expected on EMC immunity.  
Target Completion Date: 5/2005
- PN-3-XXXX, Telecom Circuit Overcurrent Protectors (to be submitted to UL)  
Current Status: Work in process in the TR41.7.5 Working Group. Format and type testing under discussion. Several key members were not available for this meeting so a decision on the format and direction was postponed, but the group was still able to move forward with their work.  
Target Completion Date: 08/2004

Additional Information: TR-41.7 would like to provide the following additional information.

- TR41.7 would like to thank TR41 for the resources necessary to reschedule and have UL present the Hazards Based Safety Engineering session Tuesday evening.
- TR41.7 is recommending that the TIA endorse Dave Wilson of the Consumer Electronics Association (CEA) to represent our interests regarding candle fires and the proposed candle flame test with respect to the deliberations of the fire hazard team of TC108.

Plenary Action Requested: For concurrence to conduct an administrative ballot for approval of the recommendation to go to Dan Bart to respond favorably to Dave Wilson..

Plenary Action Taken: The request to conduct an administrative ballot was withdrawn since it was decided to send the letter from TR41 instead of TR41.7. Unanimously approved to be sent to Dan Bart from the TR41 Chair.



- TR41.7.1 will be sending the US TAG a contribution regarding the IEC power cross proposal based on our proposal sent to the Canadian National Committee that was previously approved by the TR41 Plenary and existing requirements in UL/CSA 60950.
- TR41.7 is seeking nominations for Chair and Vice Chair positions for the November elections.

**e. TR-41.9 – Terminal Attachment Programs – Phillip Havens**

Subcommittee TR-41.9 met on Wednesday, August 20, 2003. Its 41.9.2 Working Group met on Monday.

Project Status: The following is a summary of the status of each Project assigned to TR-41.9.

- PN-3-0016-AD1, Technical Criteria for Terminal Equipment to Prevent Harm to the Telephone Network (Addendum to TIA-968-A)

Current Status: Waiting for 30-day review period and then it will be released by ACTA.

Target Completion Date: 08/2003

- PN-3-0016-AD2, Technical Criteria for Terminal Equipment to Prevent Harm to the Telephone Network (Second Addendum to TIA-968-A)

Current Status: Three changes are being made to TIA-968-A via addendum.

- Clarify the lead separation requirements of clause 4.4.2(b);
- Add a reference to 68.215(d)(5) in clause 4.4.3; and,
- Add references to 68.105(a) and 68.213(b) in section 6..

Target Completion Date: 08/2003

Plenary Action Requested: Request concurrence to proceed to ballot this document.

Plenary Action Taken: Request to ballot was unanimously approved. An additional motion was made to publish the document and send it to ACTA if the ballot results were either all for approval or all for approval with editorial comments that can be resolved by an editing committee. This motion was also unanimously approved.

- PN-3-0100, Technical Requirements for Connection of Terminal Equipment to the Telephone Network (to become J-STD-068)

Current Status: This is effectively on hold pending T1E1.4 concurrence with TR 41.9's decision not to continue this joint standard effort.

Target Completion Date: See comment from above.

- PN-3-0101, Test Methods for Connection of Terminal Equipment to the Telephone Network (to become J-STD-069)

Current Status: This is effectively on hold pending T1E1.4 concurrence with TR 41.9's decision not to continue this joint standard effort.

Target Completion Date: See comment from above.

- PN-3-3602-RV3, Rationale and Measurement Guidelines for TIA-968 (to become TSB-31-C)

Current Status: Work is progressing.

Target Completion Date: 11/2004

- PN-3-4124, Responses to Part 68 and TIA-968 Questions (On-going effort)

Current Status: No requests for this meeting.

Target Completion Date: N/A

Additional Information: TR-41.9 would like to provide the following additional information.

- TR 41.9 discussed a contribution from TR42 concerning 6/8 pin jacks/plugs. It was decided to request further information on the percentage of failures that are caused by jacks/plugs not being within spec vs failures of jacks/plugs that are within specs. This question is two-fold: within preferred specs vs mandatory specs. TR 41.9 would also like to request any data TR 42 may be able to collect on the statistical distribution of conforming and non-conforming plugs available in the marketplace. Again, the information should be broken down as to preferred vs mandatory for conforming plugs.

Plenary Action Requested: Request TR-41 Chair to send a letter to TR-42 asking for additional information as described above.

Plenary Action Taken: Approved with Phillip Havens of Teccor abstaining.

#### **f. TR-41.11 – Administrative Regulatory Considerations – Greg Slingerland**

Subcommittee TR-41.11 met on Tuesday, August 19, 2003.

Project Status: The following is a summary of the status of each Project assigned to TR-41.11.

- PN-3-0014-RV1, Labeling Requirements (to become TSB-168-A)  
Current Status: Published by TIA and submitted to the ACTA for adoption.  
Target Completion Date: 8/2003

Additional Information: TR-41.11 would like to provide the following additional information.

- TR41.11 agreed to act to combine the TR41.9 and TR41.11 committees into one.

Plenary Action Requested: TR41.11 agreed to request TR41 make TR41.11 inactive after the November 2003 meeting. TR41.11 requests that TR41 take this action.

Plenary Action Taken: Unanimously approved.

Plenary Action Requested: TR41.11 agreed to move the scope of the work in TR41.11 to TR41.9 after the November 2003 meeting. TR41.11 requests that TR41 take this action.

Plenary Action Taken: Unanimously approved.

#### **4. Liaison Reports**

##### **a. T1A1**

Roger Britt indicated there was nothing to report. It was agreed to drop T1A1 liaison reports from future agendas.

##### **b. IEEE 802.11/15/19**

Steve Whitesell reported that he attended the IEEE 802 Wireless Interim Meeting in Dallas the week of May 12-16 and the IEEE 802 Plenary Meeting in San Francisco the week of July 21-25. He presented an overview of the TR-41 VoIP activities at the May meeting. Jean-Michel Lauriol, a colleague of François Pinier's from Alcatel, gave a more detailed presentation on our TR-41.4 VoIP via Wireless Local Area Network (W-LAN) projects at the July meeting. Both presentations were made to the 802.11 Wireless Next Generation Standing Committee (WNG SC).

Steve also reported that the liaison relationship previously established between TR-41.3.9 and the 802.19 Coexistence Technical Advisory Group (TAG) is continuing. He attended the 802.19 sessions at both the May and July meetings, and Scott Roleson has been providing summaries of the 802.19 activities to TR-41.3.9. Some interest has been shown in exploring avenues to improved coexistence between cordless telephones and W-LANs, both of which operate in the unlicensed 2.4 and 5.8 GHz ISM frequency bands, and this effort is continuing.

**c. ACTA**

Steve reported that the liaison reply on FIC/SOC codes authorized at the last meeting was sent to ACTA and is available as contribution TR41-03-08-012.

**d. TR-42**

Steve also reported that the liaison reply asking for more details on the 6-position plug / 8-position jack problem had been sent to TR-42 as authorized at the last meeting and is available as contribution TR41-03-08-013. It resulted in a presentation by TR-42 Vice-Chair Paul Kisch as discussed in the TR-41.9 Subcommittee Report.

**5. Old business**

None

**6. New Business**

**a. Consolidation of TR-41.11 into TR-41.9**

Approval to consolidate TR-41.11 into 41.9 was handled during the TR-41.11 Subcommittee Report.

**b. Designation of Meeting Reports**

The use of the designator M for documents prepared and acted upon during the course of a meeting was discussed and consensus reached that such designation was appropriate for things like the subcommittee Chairs' Reports that are presented in the Plenary. These reports will be posted on the TR-41 FTP site immediately following meetings to make the information readily available to all interested parties.

**c. ANSI Status of TIA/EIA-662.013**

This document was developed by the TR-41.6 Wireless User Premises Equipment Subcommittee, which is now inactive. There was unanimous agreement to allow this document to revert to TIA-only status.

**d. Election of TR-41 Chair and Vice-Chair**

Since there were no opposing candidates to Steve Whitesell and Roger Britt, they were unanimously approved as Chair and Vice-Chair, respectively, by a show of hands of the Plenary quorum members.

**e. Other**

There was discussion about the email from TIA prior to the meeting indicating those members that had reserved rooms at the hotel. It was recommended that this practice be continued for future meetings.

**7. Meeting Schedules**

**a. Next Meeting**

The next meeting will be held the week of November 10-14, 2003 in Dallas, TX. The preliminary meeting schedule for the various TR-41 subcommittees and working groups is given in Appendix A. The details for the meeting hotel are as follows:

Adam's Mark Hotel  
400 North Olive Street  
Dallas, TX 75201  
Phone: (214) 922-8000  
Fax: (214) 922-0308  
Room Rate: \$99.00  
Cut off date: Friday, October 10, 2003

**b. Future Meetings**

The schedule for future TR-41 meetings is given below.

<b>Date</b>	<b>Location</b>	<b>Notes</b>
February 23-27, 2004	SW, FL, Vancouver (?)	Co-located with T1E1
May 3-7, 2004	Indianapolis (?)	
August 9-13, 2004	Calgary (?)	Co-located with T1E1
November 8-12, 2004	San Antonio (?)	

**8. Adjournment**

There being no further business, the meeting was adjourned at 10:11 am. This meeting was conducted in accordance with the TIA Legal Guides and the Engineering Manual.

Harry A. Van Zandt  
Secretary, TR-41

Stephen R Whitesell  
Chair, TR-41

**Appendix A**  
**Tentative TR-41 Meeting Schedule for Dallas**

<b>MONDAY</b> 0830 – 1230 10 Nov 2003	<b>TR-41.3.9</b> (Van Zandt – 20)			
<b>MONDAY</b> 1330 – 1730 10 Nov 2003	<b>TR-41.3.9</b> (Van Zandt – 20)			
<b>MONDAY</b> 1800 – 1930 10 Nov 2003	<b>TR-41 Leadership</b> 1800 – 1930 (Whitesell – 20)			
<b>TUESDAY</b> 0830 – 1230 11 Nov 2003	<b>TR-41.3.6</b> (McKinnon – 20)	<b>TR-41.4</b> (Bell – 20)	<b>TR-41.11</b> (Slingerland – 20) followed by <b>TR-41.9.2</b> (Slingerland – 20)	
<b>TUESDAY</b> 1330 – 1730 11 Nov 2003	<b>TR-41.3.6</b> (McKinnon – 20) Followed by <b>TR-41.3.8</b> (McKinnon – 20)	<b>TR-41.4</b> (Bell – 20)	<b>TR-41.9.2</b> (Slingerland – 20)	
<b>TUESDAY</b> 1900 – 2200 11 Nov 2003				
<b>WEDNESDAY</b> 0830 – 1230 12 Nov 2003	<b>TR-41.7.4</b> (McKinnon – 20)	<b>TR-41.4</b> (Bell – 20)	<b>TR-41.9</b> (Havens – 25)	
<b>WEDNESDAY</b> 1330 – 1730 12 Nov 2003	<b>TR-41.3.5</b> (McKinnon – 20)	<b>TR-41.4</b> (Bell – 20)	<b>TR-41.9</b> (Havens – 25)	<b>TR-41.7.5</b> (Lindquist – 15)
<b>WEDNESDAY</b> 1900 – 2200 12 Nov 2003				
<b>THURSDAY</b> 0830 – 1230 13 Nov 2003	<b>TR-41.3.7</b> (McKinnon – 20)	<b>TR-41.1</b> (Tung – 20)	<b>TR-41.7.1</b> (Ivans – 20)	
<b>THURSDAY</b> 1330 – 1730 13 Nov 2003	<b>TR-41.3</b> (Bress – 20)	<b>TR-41.1</b> (Tung – 20)	<b>TR-41.7.1</b> (Ivans – 20) Followed by <b>TR-41.7</b> (Ivans – 20)	
<b>THURSDAY</b> 1900 – 2200 13 Nov 2003				
<b>FRIDAY</b> 0800 – 1030 14 Nov 2003	<b>TR-41 Plenary</b> (Whitesell – 20)			

**Appendix B  
Document List**

TR-41 Document List for 2003

<u>Number</u>	<u>Source</u>	<u>Description</u>
TR41-03-02-001		TR-41 Document List for 2003
TR41-03-02-002	Secretary	Report for November 22, 2002 Meeting in Atlanta
TR41-03-02-003	Chair	Agenda for February 21, 2003 Meeting in Newport Beach
TR41-03-02-004	Chair	Proposed TR-41 Scope (Revision of TR41-02-11-019)
TR41-03-02-004-R1	Chair	Proposed TR-41 Scope (Revised in Plenary)
TR41-03-02-005	Chair	Proposed TR-41 Contribution Posting Policy
TR41-03-02-005-R1	Chair	Proposed TR-41 Contribution Posting Policy (Revised in Plenary)
TR41-03-05-001-R1		TR-41 Document List for 2003
TR41-03-05-006	Secretary	Report for February 21, 2003 Meeting in Newport Beach
TR41-03-05-007	Chair	Agenda for May 9, 2003 Meeting in Lake Buena Vista
TR41-03-05-008	Chair	Liaison Letter from ACTA on FIC/SOC Codes
TR41-03-05-009-L	Chair	Liaison to IEEE 802.11 on Overview of TR-41 VoIP Activities
TR41-03-08-001-R2		TR-41 Document List for 2003
TR41-03-08-010	Secretary	Report for May 9, 2003 Meeting in Lake Buena Vista
TR41-03-08-011	Chair	Agenda for August 22, 2003 Meeting in Montreal
TR41-03-08-012	TR-41.11	Liaison Reply to ACTA on FIC/SOC Codes
TR41-03-08-013	TR-41.9	Liaison Reply to TR-42 on 6-Position Plugs and 8-Position Jacks
TR41-03-08-014-M	TR41.1 Chr	TR-41.1 Montreal Chair's Report
TR41-03-08-015-M	TR41.3 Chr	TR-41.3 Montreal Chair's Report
TR41-03-08-016-M	TR41.4 Chr	TR-41.4 Montreal Chair's Report
TR41-03-08-017-M	TR41.7 Chr	TR-41.7 Montreal Chair's Report
TR41-03-08-018-M	TR41.9 Chr	TR-41.9 Montreal Chair's Report
TR41-03-08-019-M	TR41.11 Chr	TR-41.11 Montreal Chair's Report
TR41-03-08-020-M	TR-41.7	Representation of TIA Interests in IEC TC108 HBSDT Work
TR41-03-08-020-MR1	TR-41.7	Representation of TIA Interests in IEC TC108 HBSDT Work (Revised in Plenary)