Approved by General Counsel

TR-41 Meeting Report

Date(s): 08/04/2015 - 08/04/2015

Location: Ottawa, Canada

Approved: 08/31/2015

Telecommunications Industry Association
Standards and Technology Department

Engineering Committee TR-41
Performance and Accessibility for Communications Products

Meeting Report

Chair: Stephen R. Whitesell	**Date: August 4, 2015**
Vice-Chair: (Vacant)	**Venue: Industry Canada**
Secretary: (Vacant)	**City: Ottawa (Kanata) ON**

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

   a. **Call to Order and Introductions**

   In view of the TR-41.3.5 meeting having finished early and the fact that all expected TR-41 participants were present, Chair Steve Whitesell called the meeting to order early at 3:30 pm. Since there were no new participants, a round of introductions was not necessary.

   b. **Roll Call and Quorum**

   Roll call was taken and a quorum was declared with 5 of 5 voting member companies represented (see TR41-15-08-004-MR1).

   1) **Quorum Members or Alternates Present**

AST – Don McKinnon	Plantronics – Allen Woo
Cisco – Tim Lawler	Whitesell Consulting – Steve Whitesell
Industry Canada – Jason Nixon	

   2) **Quorum Members Absent**

   None

   3) **Others Present**

   TIA Staff – Marianna Kramarikova

   c. **Review of Notice for Participation**

   The Chair brought the attention of meeting participants to the following Important Notice for Participation as found in the TIA Engineering Committee Procedures:

   Participation in, or attendance at, any activity of a TIA Formulating Group or any sub-element thereof, constitutes acceptance of and agreement to be bound by all provisions of TIA Standards Development Procedures and permission that all communications and statements, oral or written, or other information disclosed or presented, and any translation or derivative thereof, may without compensation, and to the extent such participant or attendee may legally and freely grant such copyright rights, be distributed, published, and posted on TIA's web site, in whole or in part, on a non-exclusive basis by TIA or TIA's licensees or assignees, or as TIA directs. Exceptions to the foregoing may be granted or permitted in writing to the Chair of the Formulating Group by the head of the TIA Standards Department on a case-by-case basis.

   d. **Review of 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:

   TIA's Intellectual Property Rights Policy can be found in the TIA Legal Guides (ANNEX C of TIA Procedures for American National Standards) and other clauses and annexes of TIA Standards Development Procedures. Participants in the work of the TIA Formulating Groups are urged to review the appropriate sections. Individual participants are encouraged to notify TIA of any patent(s) or published pending patent application(s) of which they are aware that may be essential to the practice of a proposed TIA Publication,

including requirements introduced through normative references, early on in the development to reduce the possibility for delays in the development process and increase the likelihood that the proposed TIA Publication will become a Standard. However, a Patent Holder who has provided TIA with a TIA Patent Holder Statement with respect to the applicable proposed TIA Publication need not (but may elect to) identify its specific patent(s) or published pending patent application(s) that may be essential to the practice of the proposed TIA Publication in question. Patent searches are not required to comply with the TIA Intellectual Property Rights Policy.

No disclosures were made.

e. Review and Approve Agenda

A slightly modified agenda (TR41-15-08-001-MR1) showing updates for some of the contribution numbers was submitted for review. Chair Steve Whitesell noted that Don McKinnon would be substituting for Jim Bress as Chair of TR-41.3 for the week and made that additional change. Marianna Kramarikova noted that the old "User Premises Telecommunications Requirements" title was listed for TR-41. It was corrected to "Performance and Accessibility for Communications Products" and the modified Agenda was approved as an -MR2 version.

f. Chair's Remarks

The chair thanked Jason Nixon for Industry Canada's graciousness in again hosting our TR-41 meetings. He also noted that elections for the leadership of TR-41 and its subcommittees (all of which are odd-numbered) would be held at the November meeting. More on this under Item 8.

g. TIA Staff Remarks

Marianna Kramarikova reviewed the recent changes in TIA leadership. Franklin Flint, formerly with Dell, is now on board as Chief Technology Officer. His responsibilities include managing the Technology and Standards Department. Stephanie Montgomery is now Vice President of Technology and Standards. Patty Higgenbotham is the new Senior Vice President and General Counsel.

The work on revising TIA's Style Guide has been completed. The document is available for download from the following web page:

https://www.tiaonline.org/standards/manuals-ipr/tia-engineering-manual.

The Memorandum of Understanding (MoU) with Gallaudet University was signed at TIA Headquarters on July 24th. The signing was attended by Dr. Christian Vogler, Director of the Technology Access Program (TAP) at Gallaudet, Linda Kozma-Spytek, a research audiologist at Gallaudet with whom TR-41 has had a long and excellent working relationship, and Stephanie Montgomery representing TIA.

Marianna then announced that TR-41 Chair Steve Whitesell has been selected by ANSI as the 2015 recipient of its Finegan Standards Medal, which is given to an individual "who has shown extraordinary leadership in the actual development and application of voluntary standards." The medal will be presented at a dinner on September 30th in Washington, DC as a part of World Standards Week activities. Congratulations were offered by those in attendance, and Marianna thanked those who had written letters of support for TIA's nomination of Steve. Steve indicated he had been completely surprised when he received the email and letter from ANSI in mid-July advising him that he had won the award. He indicated that after he thought about it for a while, he "could see Marianna's fingerprints all over it." He thanked her and those who had provided the letters of support. He also asked Marianna to convey his thanks to others at TIA who had had a part in nominating him for the award.

h. Meeting Documents

The list of documents for the meeting (see TR41-15-08-002-MR1) was reviewed and is provided in Annex A.

2. Previous Meeting Report

The report of the previous meeting (TR41-15-08-003-R1) was reviewed and approved without change.

3. **Continuing Discussion about TR-41 Structure**

    As noted in Item 4b below, TR-41.7 is expected to discuss whether it wants to recommend that it be placed into inactive status and its responsibilities transferred to TR-41.3. This will have a bearing on the elections that will be scheduled for the November meeting (see Item 8).

4. **Anticipated Subcommittee Work for this Meeting**

    TR-41's subcommittees and working groups will meet at various times on Tuesday through Friday. The anticipated activities are summarized below.

    a. **TR-41.3 – Analog and Digital Wireline Terminals – Don McKinnon for James Bress**

    TR-41.3.5 met on Tuesday afternoon and reviewed the results of the default ballot on ANSI/TIA-PN-912-C (voice gateways). The ballot closed successfully with 8 Approve, 1 Abstain, and 3 Ballots Not Returned. Since there were no comments to be resolved, editor Steve Whitesell proceeded with preparing the document for publication as approved at the May meeting. In doing so, he noted several additional editorial changes that should be made to the document. He made those changes, posted a revised copy of the document to the FTP site, and then submitted it for publication. The editorial changes were reviewed and confirmed in the meeitng. ANSI/TIA-PN-1063-A (ATA analog port requirements), which had been approved to be submitted for publication at the may meeting but was being held because of cross-references to ANSI/TIA-PN-912-C has also been submitted for publication.

    TR-41.3.3 will meet all day on Wednesday to resolve ballot comments on the re-ballot of ANSI/TIA-PN-920.110-B (digital transmission performance for devices with handsets) and to begin work in earnest on the corresponding ANSI/TIA-PN-920.120-B (speakerphone) and ANSI/TIA-PN-920.130-B (headset) documents. The 920.110-B re-ballot closed with 6 Approve, 3 Approve with Comments, 2 Abstain, and 1 Ballot Not returned. Editor Steve Whitesell has prepared a change-tracked copy of the document (TR41.3.3-15-08-004-LR2) with proposed resolutions for most of the editorial comments (see TR41.3.3-15-08-008-LR1).

    TR-41.3.14 will meet on Thursday afternoon to resolve comments received so far on the re-ballots of ANSI/TIA-PN-1083-B (magnetic coupling) and ANSI/TIA-PN-4953-A (amplified telephones). The re-ballots do not close until next week (August 10th for 1083-B and August 13th for 5953-A). As of now, 1083-B has 4 Approve, 1 Approve with Comments, 2 Not Approve, 3 Abstain, and 2 Ballots Not Returned. For 4953-A, the current count is 4 Approve, 3 Approve with Comments, 3 Abstain, and 2 Ballots Not Returned. In both cases, the Working Group will deal with the available comments but will keep in mind that additional comments could come in from the ballots not (yet) returned and/or the ANSI public review process, which will run an additional two weeks or so after the TIA ballots close.

    The TR-41.3 Subcommittee will meet on Friday morning to review the ouputs of the Working Groups and approve documents for ballot or publication, as appropriate. The subcommittee will consider disposition for five documents (ANSI/TIA470.120-C, ANSI/TIA-470.130-C, ANSI/TIA-470.310-C, ANSI/TIA-777-A, and ANSI/TIA-855-A) that are either overdue for their 5-year review or are coming due for it by June of 2016.

    b. **TR-41.7 – Environmental and Safety Considerations – Steve Whitesell (Acting Chair)**

    TR-41.7 will meet on Thursday morning to consider comments on the second re-ballot of ANSI/TIA-PN-571-C (environmental considerations). The ballot closed successfully with 5 Approve, 2 Approve with Comments, and 2 Abstain. Acting Chair Steve Whitesell has prepared a change-tracked version of the document (TR41.7-15-08-005-LR2) showing proposed resolutions for most of the editorial comments received (see TR-41.7-15-08-009-LR1). There were no technical comments. The subcommittee is expected to complete the ballot resolution and recommend the document be submitted for publication contingent upon no additional comments being received through the ANSI public review process, which does not close until September 7th.

    The subcommittee will also consider recommending that it be made inactive with its responsibilities transferred to TR-41.3 This would include a proposal made at the last meeting for a revision of ANSI/TIA-631-B (RF immunity).

c. TR-41.9 – Terminal Attachment Programs – Jason Nixon (Interim Chair)

TR-41.9 will meet on Friday afternoon to consider ballot comments on TIA-PN-168-C (labeling requirements), a liaison document from ACTA concerning e-labeling, and a proposal for adding G.FAST DSL requirements as an addendum to ANI/TIA-968-B. Late contributions are also expected concerning the deletion of B-Type ringing requirements from ANSI/TIA-968-B and moving forward with Conversational Gain as a means of showing compliance with the existing Part 68 receive volume control requirements.

The ballot on TIA-PN-168-C closed successfully with 5 Approve, 1 Approve with Comment, 3 Abstain, and 3 Ballots Not Returned. Proposed resolutions for most of the editorial comments (there were no technical comments) have been provided in TR41.9-15-08-008-R1. However, a TIA Staff summary by Brian Scarpelli of an FCC NPRM dealing with e-labeling for wireless devices (see TR41.9-15-08-012) has raised a question about the e-labeling proposal contained in TIA-PN-168-C. The FCC is supporting e-labeling for devices that have an integral display device, but they asking whether devices that have to be connected to a separate dispay should also be allowed to use e-labeling. They make no mention of an audio option. TIA-PN-168-C would allow all three options. Informal discussions in the past week have raised a question about whether allowing the audio option raises accessibility issues for people with hearling loss.

5. **Liaison Reports**

None.

6. **Action Items and Project Status**

   a. **Review of Action Items from Previous Meeting**

   Chair Steve Whitesell reviewed the status of action items from the May 2015 meeting as given in TR41-15-08-006-LR2 and updated it to an -MR3 version.

   The following items still require action:

   Carry Over Item 1: TR-41 Chair to revise draft for v1.6 of TR-41 Operational Guidelines and re-submit at next meeting.

   Carry Over Item 2: TR-41 Chair to continue to work with ETSI STQ Vice Chair Scott Isabelle about having collocated meeting at TIA Headquarters in the late October 2016 time-frame.

   New Item 1: Marianna Kramarikova and Tony Jasionowski to work on getting the TIA-4953 License Agreement web page updated to become the Accessibility web page. Information on TIA-1083-A will be added and the HLAA and TEDPA information will be updated.

   b. **Action Items from this Meeting**

   The action items coming out of this meeting, including the items noted above from the previous meeting that still require action, are listed in Annex B. This list will also be published as contribution TR41-15-11-006 for the next meeting.

   c. **Project Status Review**

   Chair Steve Whitesell reviewed the Project Status Spreadsheet (TR41-15-08-005-LR1). Information regarding the closing dates and ANSI public review dates has been added for recently/currently in the ballot process. The listings for five documents from inactive subcommittees that have had their ANSI status withdrawn have been updated to reflect that change (including removing ANSI for the document number).

7. **Old Business**

   a. **Ballot Comment Resolution Proposal for Operating Guidelines**

   No progress has been made on this item.

8. **New Business**

   a. **Call for Candidates for November Elections**

   In accordance with the TIA Engineering Committee Operating Procedures (ECOP) clause 6.3, Chair and Vice-Chair elections of odd-numbered Engineering Committees and odd-numbered sub-elements are to be held in odd numbered years. Thus, we are scheduled to hold TR-41, TR-41.3, TR-41.7, and TR-41.9 elections at our November 2015 meeting. Unless someone

comes forward with an interest in chairing TR-41.7, it is anticipated that subcommittee will be placed into inactive status and no election held.

Candidates for the TR-41, TR-41.3, and TR-41.9 Chair and Vice-Chair positions are invited to make their candidacy known. Nominations, including self-nominations, should be sent to Marianna Kramarikova, Manager, Technology and Standards at TIA, with a copy to TR-41 Chair Steve Whitesell. Each candidate should also provide a summary of his/her qualifications for the position and a letter of support from her/his management to Marianna. Additional information regarding the responsibilities of leadership and the election process may be found in Section 6 of the ECOP.

9. Meeting Schedules

a. Next Meeting

The next set of TR-41 meetings will be held November 2-5, 2015 at TIA Headquarters in Arlington, VA. The IEEE Working Group on Communication Electroacoustics (WG CE) will be collocating with us for this meeting. The preliminary meeting schedule for the various TR-41 subcommittees and working groups, as well as the IEEE WG CE, is given in Annex C. Participants may book a room at the TIA rate of $169 + 13% tax across the street from TIA headquarters at:

> Hilton Garden Inn
> 1333 North Courthouse Road
> Arlington, VA 22201
> 703-528-4444

b. Future Meetings

The schedule for future TR-41 meetings is given below (all locations are tentative at this time):

Date	Host	Location
February 9-12, 2016	AST Technology Labs	Melbourne, FL
May 2-5, 2016	Plantronics	Santa Cruz, CA
August 2-5, 2016	Industry Canada	Ottawa (Kanata), ON

10. Adjournment

There being no further business, the meeting was adjourned at 5:45 pm.

The meeting was conducted in accordance with the TIA Legal Guidelines found in the TIA Procedures for American National Standards.

> Stephen R Whitesell
> Chair, TR-41

Annex A
Document List

Number	Source	Description
TR41-15-08-001-MR2	Chair	Ottawa Agenda
TR41-15-08-002-MR1	Chair	Document List
TR41-15-08-003-R1	Chair	San Jose Meeting Report
TR41-15-08-004-MR1	Chair	Ottawa Attendance Spreadsheet
TR41-15-08-005-LR1	Chair	TR-41 Project Status Spreadsheet
TR41-15-08-006-MR3	Chair	San Jose Action Item List

Annex B
Action Items

Carry-over Items from Previous Meeting(s)

1. TR-41 Chair to revise draft for v1.6 of TR-41 Operational Guidelines and re-submit at next meeting.
2. TR-41 Chair to continue to work with ETSI STQ Vice Chair Scott Isabelle about having collocated meeting at TIA Headquarters in the late October 2016 time-frame.
3. Marianna Kramarikova and Tony Jaisonowski to work on getting the TIA-4953 License Agreement web page updated to become the Accessibility web page. Information on TIA-1083-A will be added and the HLAA information will be updated.

New Items

1. TR-41 Chair to work with TIA Staff to issue a Call for Candidates for November elections.

Annex C
Tentative TR-41 Meeting Schedule for November 2015 in Arlington

Room		
MONDAY **0830 – 1230** **02 Nov 2015**	**Ad Hoc**	**IEEE WG CE** **(Bareham – 5)**
MONDAY **1330 – 1730** **02 Nov 2015**	**TR-41.3.5** **Analog Tel Xmission Perf** **(Whitesell – 10)**	**IEEE WG CE** **(Bareham – 5)**
MONDAY **1800 – 1930** **02 Nov 2015**	**TR-41 Opening Plenary** **Communications Products** **(Whitesell – 10)**	
TUESDAY **0830 – 1230** **03 Nov 2015**	**TR41.3 / IEEE WG CE** **Joint Meeting** **(Bress/Bareham – 15)**	
TUESDAY **1330 – 1730** **03 Nov 2015**	**TR-41.3.3** **Digital Xmission Perf** **(Woo -10)**	**IEEE WG CE** **(Bareham – 5)**
TUESDAY **1900 - 2200** **03 Nov 2015**		
WEDNESDAY **0830 – 1230** **04 Nov 2015**	**TR-41.3 WGs** **As Needed** **(Whitesell/Woo/Bress – 10)**	**IEEE WG CE** **(Bareham – 5)**
WEDNESDAY **1330 – 1730** **04 Nov 2015**	**TR-41.3.14** **Acoustic Accessibility** **(Bress – 10)**	**IEEE WG CE** **(Bareham – 5)**
WEDNESDAY **1900 – 2200** **04 Nov 2015**	**Recognition Event**	
THURSDAY **0830 – 1230** **05 Nov 2015**	**TR-41.3** **Wireline Terminals** **(Bress – 10)**	
THURSDAY **1330 – 1730** **05 Nov 2015**	**TR-41.9** **Regulatory** **(Nixon* – 10)**	
THURSDAY **1900-2200** **05 Nov 2015**		

*Jason Nixon has agreed to serve as Interim Chair for TR-41.9