

**Approved by General Counsel**

TR-41 Meeting Report

Date(s): 02/09/2016 - 02/11/2016

Location: Melbourne, FL

Approved: 10/26/2016

**Telecommunications Industry Association  
Standards and Technology Department  
Engineering Committee TR-41  
Performance and Accessibility for Communications Products  
Meeting Report**

**Chair: James R. Bress  
Vice-Chair: (Vacant)  
Secretary: (Vacant)**

**Date: February 9, 2016  
Venue: AST Technology Labs  
City: Melbourne FL**

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

**a. Call to Order and Introductions**

Chair James Bress called the meeting to order at 7:05 pm.

**b. Roll Call and Quorum**

Roll call was taken and a quorum was declared with 5 of 5 voting member companies represented (see TR41-16-02-004-MR1).

**1) Quorum Members or Alternates Present**

- 1. AST – James Bress
- 2. Cisco – Tim Lawler
- 3. ISED Canada – Jason Nixon
- 4. Plantronics – Allen Woo
- 5. Whitesell Consulting – Steve Whitesell

**2) Quorum Members Absent**

None

**3) Others Present**

- 1. AST – Don McKinnon
- 2. ISED Canada - Magdoly Rondon
- 3. Panasonic Corp. of NA - Tony Jasionowski
- 4. TIA Staff – Marianna Kramáriková

**NOTE: Panasonic Corp. of NA - Tony Jasionowski obtained voting rights after the quorum was established.**

**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

**Telecommunications Industry Association  
Standards and Technology Department  
Engineering Committee TR-41  
Performance and Accessibility for Communications Products  
Meeting Report**

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**

The agenda was approved by unanimous consent.

**f. Chair's Remarks**

None recorded.

**g. TIA Staff Remarks**

Marianna Kramáriková provided updates on the following topics:

- TIA-4953 license agreement
  - TIA-4953 license agreement press release is coming soon.
  - Clarity has taken a license and is promoting a compliant product.
- TR-41 Structure
  - Chair transitions are completed.
  - TR41 working groups are renamed
  - TR41.7 closed.
- Accessibility outreach and related activities
  - TIA-4953 web pages will be the “technology and standards accessibility”
  - Text for HLAA website
  - Suggestions: Propose same text to TEDPA
  - DHHCAN group (Linda Kozma-Spytek is a member)
  - (Deaf and Hard of Hearing Consumer Advocacy Network)
  - Marianna working within TIA to make the connections
- Gallaudet project
  - Grants and funding for standards information outreach (NIST provides funds)
  - Must be funded to a university
- Other
  - Request TIA to add resolution line for each ballot comment
  - TR41 survey needs to be removed from web site (Bress)
  - TIA-2016 in June Dallas
  - TIA has a strategic plan that is published

**h. Meeting Documents**

The list of documents for the meeting was reviewed.

**2. Previous Meeting Report**

The report of the previous meeting (TR41-16-02-003-ArlingtonMeetingReport) was reviewed and approved without change by unanimous consent.

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

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

**Telecommunications Industry Association  
Standards and Technology Department  
Engineering Committee TR-41  
Performance and Accessibility for Communications Products  
Meeting Report**

- a. **TR-41.3 – Analog and Digital Wireline Terminals – Don McKinnon**  
(See TR-41.3 Meeting Report)
- b. **TR-41.9 – Terminal Attachment Programs – Jason Nixon (Interim Chair)**  
(See TR-41.9 Meeting Report)
- 4. **Liaison Reports**  
None.
- 5. **Action Items and Project Status**
  - a. **Review of Action Items from Previous Meeting**  
See: TR41-16-02-006-ActionItemListFromArlington
  - b. **Action Items from this Meeting**  
See: TR41-16-02-006-ActionItemListFromArlington-MR1
  - c. **Project Status Review**  
The Project Status Spreadsheet (TR41-16-02-005-TR41ProjectStatus) was discussed but not reviewed in detail.
- 6. **TR-41 Scope and Name Change**

TR41-16-02-007-R1-TR41ScopeAndNameChange,AST was reviewed and edited to reflect the committee's agreement on a new name and scope for TR41. A revised document was created and posted: TR41-16-02-007-MR3-TR41ScopeAndNameChange,AST.

**VOTE: Tony Jasionowski made a motion to accept the revised proposed TR41 name and scope and to request TIA to make the changes. The motion was seconded by Steve Whitesell. There was a unanimous vote for approval.**
- 7. **Old Business**  
None.
- 8. **New Business**  
None.
- 9. **Meeting Schedules**
  - a. **Next Meeting**  
The next set of TR-41 meetings will be held May 2-5, 2016. The meetings will be hosted by Plantronics at their offices in Santa Cruz CA.  

Plantronics  
345 Encinal Street  
Santa Cruz, CA 95060
  - b. **Future Meetings**  
TBD
- 10. **Adjournment**

The meeting was adjourned at 9:06 pm.  
This meeting was conducted in accordance with the TIA Legal Guides and the engineering procedures.

James Bress  
Chair, TR-41