

Approved by General Counsel

TR-41 Meeting Report

Date(s): 05/03/2016 - 05/03/2016

Location: Santa Cruz, CA

Approved: 11/04/2016

**Telecommunications Industry Association
Standards and Technology Department**

**Engineering Committee TR-41
Performance and Accessibility for Communications Products**

Meeting Report

Chair: James Bress
Vice-Chair: (Vacant)
Secretary: (Vacant)

Date: May 3, 2016
Venue: Plantronics
City: Santa Cruz, CA

1. Call to Order and Opening Business

a. Call to Order and Introductions

Acting Chair Don McKinnon called the meeting to order at 7:09 pm.

b. Roll Call and Quorum

Roll call was taken and a quorum was declared with 5 of 5 voting member companies represented.

1) Quorum Members or Alternates Present

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

2) Quorum Members Absent

- None

3) Others Present

- None

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

The agenda was approved by unanimous consent.

f. Chair's Remarks

None, Don McKinnon was acting chair for the meeting.

g. TIA Staff Remarks

None (staff not present at meeting)

h. Meeting Documents

The available documents were posted on the FTP site.

2. Previous Meeting Report

The report of the previous meeting was not available for review.

3. Subcommittee Work for this Meeting

TR-41's subcommittees and working groups will meet at various times on Tuesday through Friday.

4. Liaison Reports

None

5. Action Items and Project Status

a. Review of Action Items from Previous Meeting

The issue of TIA supporting the Accessibility webpage was raised as this item is long overdue. More discussion in TR41.3 to be had.

b. Action Items from this Meeting

None

c. Project Status Review

The Project Status Spreadsheet (TR41-16-05-005). Information regarding the closing dates, ANSI public review dates, and publication dates has been added for several document recently/currently going through the ballot process.

6. Old Business

None

7. New Business

a. Discussion about Logo License Agreements

TIA is now in the process of registering the various logo's in TSB-177. Once registered the logo license agreements can be reinstated.

b. Discussion about TR41 and TR41.9 titles and scopes

Group reviewed titles and agreed to not pursue any additional changes.

8. Elections

Not Applicable

9. Meeting Schedules

a. Next Meeting

Next meeting was planned for Ottawa at ISED facility. ISED will host but cannot do any hospitality.

b. Future Meetings

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

<u>Date</u>	<u>Host</u>	<u>Location</u>
March 2017 ?	AST	Melbourne, FL
July 2017 ?	Industry Canada	Ottawa (Kanata), ON
October 2017 ?	Plantronics	Santa Cruz, CA

Notes on future attendance:

Cisco's future TBD after current attendee retires in 2017.

Whitesell Consulting likely to become part time in 2017.

Plantronics attendee now limited on travel budget but willing to host meetings.

ISED will no longer attend meeting after TIA-968 work is completed.

It was discussed that ETSI will be having their October 2016 meeting in Mountain View, CA. To be discussed if possible liaison can occur if TIA were to meet in Santa Cruz the same week.

10. Adjournment

There being no further business, the meeting was adjourned at 8:26 pm.

This meeting was conducted in accordance with the TIA Legal Guides and the engineering procedures.

Don McKinnon
Acting Chair, TR-41

