<u>Approved by General Counsel</u>

TR-41 Meeting Report

Date: 08/19/2011

Location: Teleconference

Approved: 11/01/2011

Telecommunications Industry Association
Standards and Technology Department

Engineering Committee TR-41
User Premises Telecommunications Requirements

Meeting Report

Chair: Stephen R. Whitesell   **Date: August 19, 2011**
Vice-Chair: (Vacant)   **Venue: Web Conference**
Secretary: Phillip Havens   **City: NA**

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

    Chair Steve Whitesell called the meeting to order at 1:06 pm EDT, and the attendees introduced themselves.

    b. **Roll Call and Quorum**

    Roll call was taken and a quorum was declared with 5 of 7 voting member companies represented.

    - **Quorum Members or Alternates Present**

        AST – James Bress   Plantronics – Allen Woo
        Cisco – Tim Lawler   Uniden – Al Baum
        Littelfuse – Phillip Havens

    - **Quorum Members Absent**

        UL – Randy Ivans   VTech – (Vacant)

    - **Others Present**

        HP – Scott Roleson   Whitesell Consulting – Steve Whitesell

    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 Manual:

    > 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 the TIA Engineering Manual 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 TIA's Standards Program on a case-by-case basis.

    d. **Review and Approve Agenda**

    The agenda was submitted for review and approved with the addition of item 5.d under Old Business dealing with a March 2010 reply to a question about connector plating requirements.

    e. **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 Statements of Policy and subsequent sections of the TIA Engineering Manual. Participants in the work of the TIA Formulating Group 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 its 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 the statement set forth in ANNEX H 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.

f. Chair's Remarks

An announcement was made during the recent Technical Standards Subcommittee (TSSC) meeting that former TR-42 Chair Herb Congdon has been hired as Associate Vice President of Technology and Standards to oversee TIA's standards programs. The plan to have individual passwords for access to the Working Folders on the TIA FTP site is currently on hold because of database capability issues. James Bress's video from the recent TIA2011 conference was well received and brought kudos at the TSSC meeting. A TIA website redesigned is expected to be rolled out late this year. General discussion was held on the topic of the effectiveness of teleconferences.

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 during the two weeks leading up to the TR-41 Plenary meeting.

a. TR-41.3 – Analog and Digital Wireline Terminals – Al Baum

Subcommittee TR-41.3 met on Thursday, August 18, 2011. Its various working groups met at various times in the two weeks leading up to the meeting.

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

- PN-3-4350.110-RV4, Handset Acoustic Performance Requirements for Analog Telephones (to become TIA-470.110-D)

Current Status: Open issues added as Editor's comments to the draft document were reviewed and some decisions were made including:

Remove the section that was started for receive level with varying input signal levels. Agreed the concept is technically sound and valuable but this will be considered in a future revision.

Go back to specifying the free-field reference rather than the diffuse-field reference for Conversational Gain measurements. Although at the previous meeting it was considered important to specify the diffuse field to harmonize with other standards (including ETSI) the sentiment changed that it may be better to specify free field to make the test results more comparable to speakerphone measurements. Agree this change should also be recommended for the current amplified telephone standard which had agreed to use diffuse field also at the previous TR41.3 meetings.

Discussion regarding the possibility of developing a separate standard only for measuring Conversational Gain for analog and digital, and narrowband and wideband. This issue will be discussed during the upcoming accessibility working group meeting. Agreed to keep Conversational Gain in 470.110-D and consider adding performance requirements including VC steps and possibly distortion requirement for the amplified mode.

Leave the frequency response mask referenced to ERP and change to only one mask by removing the current mandatory receive mask and make the current desired receive mask the new mandatory mask.

Remove the low-leak condition test and specify only the high-leak (10N test).

Keep the original RLR requirements as is.

Agreed to also try to address sidetone issues with different loop impedances that exist due to ATAs (analog terminal adapter) and ADSL filters.

A suggestion after the meeting was to remember to address the issue of the currently specified wide range for SLR (currently 16 dB) to change to possibly 10 dB as is used in other TIA standards.

Editor will perform document cleanup and prepare for review during the November meeting.

Target Completion Date: 05/2012

- PN-3-4350.330-RV3, Telephone Answering Devices (to become TIA-470.330-C)

Current Status: Draft submitted to TIA on 8-2-11 for default Industry Ballot.

Target Completion Date: 11/2011

- PN-3-4705.120-RV1, Transmission Requirements for Wideband Digital Wireline Speakerphones (to become TIA-920.120-A)

Current Status: An important consensus was made by the WG at the May, 2011 meeting that the .120-A will be drafted to be compatible with .110-A and .130-A. The WG will try to complete .120-A by the end of 2011. After .120-A is published; the WG will immediately start 920.XXX-B to try to harmonize it with other industry standards, e.g. ETSI, ITU-T and Skype standards. It is the plan to submit the draft .120-A document for a Letter (Committee) ballot after this meeting.

Hong Sodoma from Microsoft submitted and presented two contributions: Portable PC as Speakerphones Proposal and Speakerphone Subjective Test Proposal. After some discussion, the WG believes that there are significant technical details in the 1st Proposal that are different from the current .120-A draft. Coordinating the 1st Proposal into .120-A will delay the completion of .120-A at the end of the year. The final consensus is to hold this Proposal for 920.XXX-B after .120-A is completed. For Ms. Sodoma's second proposal, the WG believes that it is good information to be included in the Annex of .120-A as informative. However, it still needs more discussion of the details. The WG decided not to include Ms. Sodoma's 2nd proposal in an Annex for the planned Letter Ballot, but asked Ms. Sodoma to lead discussions through email after this meeting to resolve any issues and submit it as a Letter Ballot comment. The WG will re-review it and possibly include it in .120-A as an Informative Annex.

During the August 18 meeting, TR-41.3 voted unanimously to send PN-3-4705.120-RV1 to Letter Ballot.

Target Completion Date: 12/2011

Plenary Action Requested: The Chair of TR-41.3 requests concurrence from TR-41 to send PN-3-4705.120-RV1 to Letter Ballot.

Plenary Action Taken: Unanimous agreement/concurrence.

- PN-3-4705.130-RV1-AD1, Transmission Requirements for Wideband Digital Wireline Telephones with Headsets, Addendum 1 (to become TIA-920.130-A-1)

Current Status: Work has not yet begun on this project.

Target Completion Date: 05/2012

- PN-3-4159-RV1, Automatic Stutter Dialtone Detection Performance (to become TIA-855-A)

Current Status: Project complete. Document published June 2011.

- PN-3-4953, Acoustic Performance Requirements and Measurement Methods for High-Gain Amplified Telephones (to become TIA-4953)

Current Status: The editor reviewed the status of the draft including reviewing changes made from the previous meeting and outlining open issues. The open issues discussed were:

Free-Field or Diffuse Field: In the previous meeting of TR41.3.5 it was agreed to change the reference to diffuse field rather than the free-field. John Bareham stated he felt that free-field was the better choice because free-field was the reference for the 1m apart person-to-person

conversational levels and also it will allow for direct comparisons to other telephone devices (e.g., speakerphone). It was acknowledged that several ETSI standards are referencing the diffuse field. Therefore , the WG decided to change back to free field.

Distortion Requirements: Agreed to make distortion a "should" requirement which is the same as other TR41.3 acoustic requirements.

Acoustic Safety: Agreed to remove references to acoustic safety requirements.

Acoustic ringer which ramps up in level: Editor agreed to add a note to describe this potential feature and for the tester to be aware to test the maximum ringer output level.

Other Advanced Acoustic Performance Issues: Hong Sodoma (of Microsoft) had previously asked what the standard could specify for issues of echo cancellation, switching, AGC, noise suppression, and other audio processing features which may be present in an amplified telephone. A sub-section was added which is a note stating the performance of advanced audio processing features are not tested in the standard and subjective testing may be needed.

Use of P.50 for Send and Sidetone: References to using P.50 were removed so only real speech stimulus signals will be specified for all testing.

The document was reviewed and all open issues were resolved.

The TR-41.3.14 WG agreed to request TR41.3 to vote to send TIA-4953 out for industry ballot after editorial clean-up.

During the August 18 meeting, TR-41.3 voted to send TIA-PN-4953 out for Industry Ballot.

Target Completion Date: 02/2012

Plenary Action Requested: The Chair of TR-41.3 requests concurrence from TR-41 to send TIA-PN-4953 out for Industry Ballot.

Plenary Action Taken: Unanimous concurrence.

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

- Allen Woo from Plantronics submitted a contribution to TR-41.3.3 that pointed out an error in the published standard TIA-920.110-A. The bandwidth for the comfort noise test signal was incorrectly specified as being from 300 Hz to 3.4 kHz. It should have been specified as 100 Hz to 8 kHz. Allen proposed that a new project be opened to create an amendment to 920.110-A to correct this error.

  During the August 18 meeting, TR-41.3 voted to open a project to write an amendment to TIA-920.110-A to correct the comfort noise bandwidth specification.

  Plenary Action Requested: The Chair of TR-41.3 requests concurrence from TR-41 to open a project to write an amendment to TIA-920.110-A to correct the comfort noise bandwidth specification.

  Plenary Action Taken: During discussions the possibility of dealing with this change as an erratum was discussed. It was the consensus of TR-41 that TR41.3 should first consider this possibility. The original motion was withdrawn.

- During the August 18 meeting, TR-41.3 voted to open a project for the fast track development of a standard on receive volume control using Conversational Gain as the metric that can be referenced by the FCC and IC.

  Plenary Action Requested: The Chair of TR-41.3 requests concurrence from TR-41 to open a project to write a standard on receive volume control using Conversational Gain as the metric that can be referenced by the FCC and IC.

  Plenary Action Taken: Unanimous concurrence.

- During the August 18 meeting, TR-41.3 voted to open a project to reaffirm ANSI/TIA-470.230-C-2005 "Network Signaling Performance Requirements for Analog Telephones".

  Plenary Action Requested: The Chair of TR-41.3 requests concurrence from TR-41 to open a project to reaffirm ANSI/TIA-470.230-C-2005.

  Plenary Action Taken: Unanimous concurrence.

- During the August 18 meeting, TR-41.3 voted to open a project to reaffirm ANSI/TIA-470.320-C-2006 "Cordless Telephone Operation and Feature Performance Requirements".

  Plenary Action Requested: The Chair of TR-41.3 requests concurrence from TR-41 to open a project to reaffirm ANSI/TIA-470.320-C-2006.

  Plenary Action Taken: Unanimous concurrence.

- During the August 18 meeting, TR-41.3 voted to open a project to revise ANSI/TIA-1063-2007 "Analog Telephone Port Requirements for Packet-based User Premises Terminal Adapters".

  Plenary Action Requested: The Chair of TR-41.3 requests concurrence from TR-41 to open a project to revise ANSI/TIA-1063-2007.

  Plenary Action Taken: Unanimous concurrence.

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

Subcommittee TR-41.7 met on Wednesday, August 17, 2011. Its TR41.7.1 Working Group did not meet.

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

- PN-3-0339, Ethernet First Mile Overvoltage Tests

  Current Status: We did not receive any contributions prior to the August meeting. (None were expected!) Phillip Havens is spearheading this activity and we expect to have an updated contribution to work on for the November meeting.

  Target Completion Date: 02/2012

- SP-3-0402, Surge Resistibility of Smart Grid Equipment Connected to either DC or 120/240 V Single Phase AC and Metallic Communication Lines (to be published as TIA-1194)

  Current Status: Work has been completed on this document. A default ballot resulted in 6 yes votes, 1 yes vote with comments, 2 abstentions and 5 ballots not returned. At the meeting last Wednesday the subcommittee reviewed and addressed the comments resulting in a few editorial changes that the chairman will incorporate into the document. A motion was made to send the amended document out for publication which was seconded and approved by unanimous vote.

  Target Completion Date: 11/2011

  Plenary Action Requested: TR41.7 seeks plenary concurrence to send TIA-1194 as amended during the meeting out for publication. Since the TR41.7 Chair was not present, Steve Whitesell made the motion to send this out and Phillip Havens seconded the motion.

  Plenary Action Taken: Unanimous concurrence.

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

- Phillip Havens represented the TIA at the last UL 62368 technical harmonization committee (THC) meeting in July. He presented some of the TIA's concerns and input regarding the developing standard. These were all well received and adopted where appropriate. This is evidence of the good reputation the TIA subcommittee has with the UL 62368 THC for providing pertinent, well thought out, and technically sound input into the standards development process.

- A reminder that the closing date for proposals for revisions to the National Electrical Code, NFPA 70 is November 4, 2011. More information can be found at the NFPA website **http://www.nfpa.org/aboutthecodes/AboutTheCodes.asp?DocNum=70** under the "Next edition" tab.

c. **TR-41.9 – Technical and Administrative Regulatory Considerations – Phillip Havens**

Subcommittee TR-41.9 had a scheduled conference call on Tuesday, August 16, 2011 at 1:00 PM ET but we did NOT gain a quorum attendance. The 41.9.1 Working Group did not meet.

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

- PN-3-0016-RV2-AD1, Technical Criteria for Terminal Equipment to Prevent Harm to the Telephone Network (ANSI/TIA-968-B Addendum)

  Current Status: This document needs to be modified to replace TSB-31-C references with the proper reference to TSB-31-D and older references to TSB 129 (contribution -009 addresses this topic). There was a discussion about whether this should be handled as an addendum or revision. Plenary discussion favored the use of an addendum instead of a revision since all of the changes are basically to references and are editorial.

  Target Completion Date: November 2011

- PN-3-3602-RV4, Rationale and Measurement Guidelines for TIA-968, (to become TSB-31-D)

  Current Status: Project complete. Document published August 2011.

  Plenary Action Requested: Request recognition of Matthew M of Industry Canada for his efforts as editor on this document. Chair Steve Whitesell indicated a recognition event would be scheduled for the November meeting.

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

  Current Status: The FAQ list was updated to point to the FCC government website FAQs (but this is a transition website, therefore it will have to be watched for final changes). The current TIA FAQ list refers to TIA-968-A, therefore during the November TR41.9.1 meeting I would like to review the FAQ list (PN-3-4124 has been opened for this).

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

- We are discussing if TSB-31-D should have an addendum added to capture the volume control test methods as a results of 470.110-D and TIA-810-C (conversational gain topic). Should TR41.9 request PN for this work? Contribution TR41.9-11-08-11-L was discussed in detail during the TR41.9 scheduled conference call that reviewed this topic.

  Plenary Action Requested: Ask Plenary opinion on this subject.

  Plenary suggests to open PN if the meeting with the FCC goes as expected next week.

- Several contributions for the conference call were not reviewed due to a lack of achieving a quorum, therefore those contributions (TR41.9-11-08-005,006,-007,-008,-009,&-010 will be discussed during the November TR41.9 meeting).

4. **Liaison Reports**

   None

5. **Old business**

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

   1) TR-41.3 to submit TIA-470.330-C for default ballot after the ANSI process for the reballoted document closes. Done. Default ballot opened on 8/3/2011 and closes 9/17/2011.
   2) TR-41.3 to submit TIA-855-A for publication after final editorial cleanup. Done. Published 6/24/2011.
   3) James Bress to initiate communications with the Unified Communication Interoperability Forum (UCIF) on behalf of TR-41.3. Done.
   4) TR-41.3 to open a new project to create an Addendum for TIA-920.130-A addressing SLR and RLR normalization for binaural headsets. Remains an open item.
   5) TR-41.7 to submit technical revisions for draft TIA-1194 out for SP default ballot within TIA. Done. Ballot opened 6/7/2011 and closed 7/7/2011.
   6) Since the TIA-1194 reballot document was apparently not submitted for the ANSI review process, TR41.7 will incorporate the default ballot technical changes into the reballot document draft and request that TIA staff submit the modified document for the ANSI reballot review process. Done. Document announced in Standards Action on 6/10/2011 with comment close date of 7/25/2010.
   7) TR-41.7 to work with TIA Staff for setting up FTP folder, email reflector, etc. for a new TR-41.7.6 working group to handle development of technical documents as directed by TR-41.7. Remains an open item.

8) TR41.7.1 to hold teleconference on May 26 to complete review of latest draft for UL62368-1 and provide comments for TIA Representative Phillip Havens to provide to UL/CSA THC. Done.

9) TR-41.9 to submit TSB-31-D for publication. Done. Published in August 2011.

10) TR-41.9 to request TIA Staff to delay withdrawal of TSB-31-C until three months after publication of TSB-31-D. Remains an open item.

11) TR-41.9 to add a link to the FCC Part 68 FAQ list to the TR-41.9 Part 68 FAQ list. Done.

12) TR-41.9 to initiate work on rephrasing answers in its Part 68 FAQ list to make proper references to TIA-968-B and TSB-31-D instead of TIA-968-A and TSB-31-C, respectively. Remains an open item. Will be done during November meeting.

13) TR-41.9 to open project to review TIA-968-B for references to TSB-31-C and determine how best to update those references (addendum or revision to TIA-968-B). Decision has been made to handle reference updates as an addendum. Opening the project for this purpose remains an open item.

14) TR-41 Chair to work through UPED and provide update by mid summer regarding status of TR-41.9 request to contact FCC about updating outdated references for receive volume control in Part 68. Carry over from February meeting. Meeting scheduled with FCC OET for 8/24/2011 to discuss issue.   Recommendation will be made for TR-41.3 to fast-track development of new standard on receive volume control for both analog and digital phones using Conversational Gain as the metric. FCC and Industry Canada will be asked to point to this new standard when it is completed (expected in spring 2012 time frame). TSB-31-D will also require an amendment to describe Conversational Gain test procedure.

15) TR-41.9 to follow up with TIA Staff about the number of "hits" being received for the link on the TR-41 web page to the TR-41.9 FCC FAQ list. Remains an open item.

16) TR-41 Chair to notify TIA Staff that TSB-116-A, *Voice Quality Recommendations for IP Telephony,* has been reaffirmed and should have cover updated to reflect this status. TIA Staff notified on 8/2/2011. Awaiting confirmation of completion.

17) TR-41 Chair to notify TIA Staff that TIA-123-A, *North American Test Plan for Multivendor QSIG Interoperability Testing,* has been reaffirmed and should have cover updated to reflect this status. TIA Staff notified on 8/2/2011. Awaiting confirmation of completion.

18) TR-41 Chair to notify TIA Staff that TIA-811-A, *Performance and Interoperability Requirements for Voice-over-IP (VoIP) Feature Telephones,* has been reaffirmed and should have cover updated to reflect this status. TIA Staff notified on 8/2/2011. Awaiting confirmation of completion.

19) TR-41 Chair to forward a copy of the Project Status spreadsheet to Matt Langhan, TIA Staff IT Support for Standards, for his information. Remains an open item.

20) TR-41 Chair to submit TIA-1057, *Link Layer Discovery Protocol for Media Endpoint Devices,* for "publication" as a reaffirmed standard if the ANSI review process closes without comments. Publication Authorization submitted on 8/2/2011. TIA Staff checking on status with ANSI. ANSI comment period closed 6/13/2011.

21) TR-41 Chair to submit TIA-1062, *Interface Requirements for Packet-based Gateways,* for "publication" as a reaffirmed standard if the ANSI review process closes without comments. Publication Authorization submitted on 8/2/2011. TIA Staff checking on status with ANSI. ANSI comment period closed 6/13/2011.

b. **Project Status Spreadsheet**

Chair Steve Whitesell indicated an updated version of the Project Status Spreadsheet had been posted as contribution TR41-11-08-008-LR1. Subcommittee Chairs were requested to review the document and inform the Chair of any corrections or additions needed.

c. **Call for Candidates for November Elections**

Chair Steve Whitesell repeated the Call for Candidates made at the May meeting. Elections will be held at the November meeting to fill the Chair and Vice Chair positions for TR-41, TR-41.3, TR-41.7, and TR-41.9.   The TR-41 elections will be held during a special Monday evening

opening Plenary session held during the time normally used for the informal Chairs' Meeting. He will work with Ronda Marrow to get an official Call for Candidates notice sent out by TIA Staff.

    d. March 2010 Reply to Question on Connector Plating Requirements

Chair Steve Whitesell noted that a request for an explanation of the plating requirements in TIA-1096-A had been received by him and Acting TR-41.9 Chair Phillip Havens in early 2010. The request was discussed during the February 2010 TR-41.9 meeting and a consensus opinion reached. That opinion was sent back to the requestor in a letter over Steve's signature dated March 11, 2010. Unfortunately, a copy of that reply letter was not posted to either the TR-41.9 or TR-41 FTP site. This situation was remedied by Steve making a very late three-part contribution (cover page, reply letter, and drawing) to the May 2010 TR-41 and TR-41.9 meetings. Additional contribution TR41-11-08-009 (TR41.9-11-08-005) to the current meeting provides further details.

6. New Business

Al Baum indicated he had recently found that the links for the TIA VoIP-related documents that are supposed to provide a free downloads from the TIA website instead redirect users to the website for TIA's standard supplier where the documents may be purchased. Chair Steve Whitesell noted that making these documents available for free download had been discussed with and agreed to by TIA's Technical Committee several years ago. He further indicated he didn't feel any decision to do otherwise could be made without further discussion by the Technical Committee. He will pursue this matter with TIA Staff.

7. Meeting Schedules

    a. Next Meeting

The next meeting will be held the week of November 7-11, 2011 in Garden Grove, CA. 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:

> Embassy Suites Anaheim-South
> 11767 Harbor Blvd
> Garden Grove, CA 92840
> Phone: 866-302-4743
> Room Rate: $154
> Cut off date: October 7, 2011

    b. Future Meetings

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

Date	Location
February 27- March 2, 2012	Southeast
June 4-8, 2012	at TIA 2012 Industry Trade Show Gaylord Texan, Grapevine, TX
August 6-17, 2012	Virtual
November 5-9, 2012	TBD

8. Adjournment

There being no further business, the meeting was adjourned at 2:55 pm EDT. This meeting was conducted in accordance with the TIA Legal Guides and the Engineering Manual.

Phillip Havens   Stephen R Whitesell
Secretary, TR-41   Chair, TR-41

Appendix A
Tentative TR-41 Meeting Schedule for November 7-11, 2011

Room			
MONDAY **0830 – 1230** **7 Nov 2011**	**TR-41.3.3** **Digital Xmission Perf** **(Woo – 15)**		
MONDAY **1330 – 1730** **7 Nov 2010**	**TR-41.3.3** **Digital Xmission Perf** **(Woo – 15)**		
MONDAY **1800 – 1930** **7 Nov 2011**	**TR-41 Plenary** **User Premises Equipment** **(Whitesell – 10)**		
TUESDAY **0830 – 1230** **8 Nov 2011**	**TR-41.3.5** **Handset Telephones** **(McKinnon – 15)**	**TR-41.9.1** **Regulatory Working Group** **(Havens – 15)**	
TUESDAY **1330 – 1730** **8 Nov 2011**	**TR-41.3.5** **Handset Telephones** **(McKinnon – 15)**	**TR-41.7.6 [1]** **Drafting Group** **(Ivans – 10)**	
TUESDAY **1900 - 2200** **8 Nov 2011**			
WEDNESDAY **0830 – 1230** **9 Nov 2011**	**TR-41.3.14** **Acoustic Accessibility** **(Bress – 15)**	**TR-41.9** **Regulatory** **(Havens – 15)**	
WEDNESDAY **1330 – 1730** **9 Nov 2011**	**TR-41.3.14** **Acoustic Accessibility** **(Bress – 15)**	**TR-41.7.6 [2]** **Drafting Group** **(Ivans – 10)**	
WEDNESDAY **1900 – 2200** **9 Nov 2011**	**Recognition** **Event**		
THURSDAY **0830 – 1230** **10 Nov 2011**	**TR-41.3** **Wireline Terminals** **(Baum – 15)**	**TR-41.7.1** **Int'l Safety Standards** **(Ivans – 10)**	
THURSDAY **1330 – 1730** **10 Nov 2011**	**TR-41.3** **Wireline Terminals** **(Baum – 15)**	**TR-41.7** **Environmental & Safety** **(Ivans – 10)**	
THURSDAY **1900-2200** **10 Nov 2011**			
FRIDAY **0800 – 1030** **11 Nov 2011**	**TR-41 Plenary** **User Premises Equipment** **(Whitesell – 10)**		

Notes: 1. TR-41.7.6 will meet on Tuesday after TR-41.9.1 finishes.
2. TR-41.7.6 will meet on Wednesday after TR-41.9 finishes.

Appendix B
Document List

Number	Source	Description
TR41-11-08-001-R1	Chair	Agenda
TR41-11-08-002-R1	Chair	Document List
TR41-11-08-003	Secretary	Grapevine (Dallas) Meeting Report
TR41-11-08-004-MR1	Chair	Attendance Spreadsheet
TR41-11-08-005-MR1	Baum	TR-41.3 Chair's Report
TR41-11-08-006-MR1	Ivans	TR-41.7 Chair's Report
TR41-11-08-007-MR1	Havens	TR-41.9 Chair's Report
TR41-11-08-008-LR1	Chair	Project Status Spreadsheet
TR41-11-08-009	Chair	Reply Concerning TIA-1096-A Alternative Plating Materials

Appendix C
List of Action Items

The following action items were identified during the meeting. Where an item is shown assigned to a Subcommittee, the Chair of the Subcommittee is responsible for completing the action item or delegating someone else (e.g., document editor) to do so.

1. TR-41.3 to send TIA-920.120-A out for subcommittee letter ballot.

2. TR-41.3 to send TIA-4953 out for industry ballot.

3. TR-41.3 to open a project to create an Addendum for TIA-920.130-A addressing SLR and RLR normalization for binaural headsets. Carry-over item.

4. TR-41.3 to investigate the possibility of issuing an erratum to correct the comfort noise test signal bandwidth specified in TIA-920.110-A. This approach was recommended by the TR-41 Plenary in response to a proposal from TR-41.3 to open a project to create an addendum for this purpose.

5. TR-41.3 to open a project for the fast-track development of a new standard on receive volume control using Conversational Gain as the metric.

6. TR-41.3 to open a project to reaffirm TIA-470.230-C on network signaling.

7. TR-41.3 to open a project to reaffirm TIA-470.320-C on cordless telephone feature performance.

8. TR-41.3 to open a project to revise TIA-1063 on analog port requirements for packet-based terminal adapters.

9. TR-41.7 to work with TIA Staff for setting up FTP folder, email reflector, etc. for new TR-41.7.6 working group to handle development of documents as directed by TR-41.7. Carry-over item.

10. TR-41.7 to submit TIA-1194 for publication.

11. TR-41.9 to request TIA Staff to delay withdrawal of TSB-31-C until three months after publication of TSB-31-D. Carry-over item.

12. TR-41.9 to initiate work on rephrasing answers in its Part 68 FAQ list to make proper references to TIA-968-B and TSB-31-D instead of TIA-968-A and TSB-31-C, respectively. Carry-over item.

13. TR-41.9 to open project to create an addendum to TIA-968-B updating references from TSB-31-C to TSB-31-D. Carry-over item.

14. TR-41.9 to follow up with TIA Staff about the number of "hits" being received for the link on the TR-41 web page to the TR-41.9 FCC FAQ list. Carry-over item.

15. TR-41.9 should be prepared to open a project to create an addendum to TSB-31-D covering Conversational Gain test procedures for receive volume control. Since the TR-41.9 meeting was unofficial due to lack of a quorum, authorization to do this will have to wait until the November meeting or be obtained via an email ballot prior to that meeting.

16. TR-41 Chair to follow up with TIA Staff on getting cover of TSB-116-A, *Voice Quality Recommendations for IP Telephony,* updated to reflect its reaffirmed status.

17. TR-41 Chair to follow up with TIA Staff on getting cover of TIA-123-A, *North American Test Plan for Multivendor QSIG Interoperability Testing,* updated to reflect its reaffirmed status.

18. TR-41 Chair to follow up with TIA Staff on getting cover of TIA-811-A, *Performance and Interoperability Requirements for Voice-over-IP (VoIP) Feature Telephones,* updated to reflect its reaffirmed status.

19. TR-41 Chair to forward a copy of the Project Status spreadsheet to Matt Langhan, TIA Staff IT Support for Standards, for his information. Carry-over item.

20. TR-41 Chair to follow up with TIA Staff on "publication" of TIA-1057, *Link Layer Discovery Protocol for Media Endpoint Devices,* as a reaffirmed standard.

21. TR-41 Chair to follow up with TIA Staff on "publication" of TIA-1062, *Interface Requirements for Packet-based Gateways,* as a reaffirmed standard.

22. TR-41 Chair to work with TIA Staff to issue "Call for Candidates" for November Elections.

23. TR-41 Chair to schedule recognition event for November meeting.

24. TR-41 Chair to pursue re-establishment of links for free downloads of VoIP-related standards from TR-41 web page that have recently been replaced by links for purchasing these standards from TIA's document supplier.