<u>Approved by General Counsel</u>

TR-41 Meeting Report

Date: 05/20/11

Location: Dallas, TX

Approved: 06/20/11

Telecommunications Industry Association
Standards and Technology Department

Engineering Committee TR-41
User Premises Telecommunications Requirements

Meeting Report

Chair: Stephen R. Whitesell   **Date: May 20, 2011**
Vice-Chair: (vacant)   **Venue: Gaylord Hotel**
Secretary: Phillip Havens   **City: Grapevine (Dallas), TX**

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

    a. **Call to Order and Introductions**

    Chair Steve White sell 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 7 of 7 voting member companies represented. Since this was the third consecutive meeting at which CenturyLink was not represented, it was removed from the quorum list prior to the determination of quorum.

    1) **Quorum Members or Alternates Present**

AST – James Bress	UL – Randy Ivans
Cisco – Tim Lawler	Uniden – Al Baum
Littelfuse – Phillip Havens	VTech – Steve Whitesell
Plantronics – Allen Woo	

    2) **Quorum Members Absent**

    None

    3) **Others Present**

Industry Canada – Magdoly Rondon	TIA Staff – George Ivanov
Microsoft – Hong Sodoma	TIA Staff – Stephanie Montgomery

    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**

    A modified agenda with the addition of TIA Staff Remarks as Item 1.g and annotations of relevant contribution numbers for other agenda items was presented. The modified agenda was accepted without further changes.

    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 f ound in Statements of Policy an d subsequent sections of the TIA Engineering Manual. Participants in the work of the TIA Formulating Group are urged to revie w the appropriate Sections. Individual participants are encouraged to notify T IA 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 redu ce the po ssibility for delays in the dev elopment process and increase the likelihood that the pro posed TIA Publication wil l become a Standard. However, a Patent Holder who has provided TIA with the statement set forth in ANNEX H with respect to the ap plicable proposed TIA Publi cation need not (but m ay elect to) identify its specifi c patent(s) or published pending patent appli cation(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

The Chair reminded the group that draft standards and other working documents placed in the password protected working directory should have a pointer document in the "public" directory. It may be appropriate to simply use the cover sheet from a submission with an additional notation added at the bottom about the location of the complete document.

The Chair asked the attendee's opinion of the venue. The overall response was positive except for transportation. One a ttendee requested that a uniform n aming convention be ad opted for identifying the meeting location. In some cases different Subcommittee Chairs may use different names for th e same lo cation (e.g., wa s this meetin g in Dalla s or Grapevine?). The Chai r will insure a uniform location name is adopted for future meetings

The Chair addressed the issue that ANSI standards have a full ten year life but it is expected that a projects to revise, reaffirm, or withdraw existing standards be opened at the five year mark.

g. TIA Staff Remarks

Stephanie introduced new TIA staff member George Ivanov. She provided a few remarks about website redesign in the near future. She also noted that the educational tracks at th e TIA 2011 trade show were well received.

A question was rai sed about issuing certificates for attendance at meetings. Such attend ance may be counted towards requirements for maintaining licensure as a Professional Engineer (PE), for example. Stephanie indicated TR-14 currently provides such certificates and that she would send a sample to the Chair so that TR-41 can do likewise.

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-41.3 – Analog and Digital Wireline Terminals – Al Baum

Subcommittee TR-41.3 met on Th ursday, May 19, 2011. Its va rious working groups met on Monday through Wednesday.

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 Analo g Telephones (to become TIA-470.110-D)

  Current Status: The TR-41.3.5 work ing group met with the IEEE-STIT gr oup. The document changes list was reviewed and modified to reflect the group's agreement to minimize th e changes made as much as possible to expedite completion of the –D revision.

  The main changes to be made are:

  Change reference to diffuse-field rather than free-field.

  Change the frequency response mask to only one mask and the mask will be based on a diffuse-field reference.

Add a section for receiver level with input level changes.

Add a section to me asure the volume control based on a Conversational Gain measurement.

Keep the original RLR requirements and test in the standard. Steve Grah am to provide a contribution to be included as an Annex explaining the relationship between RLR and level.

Editor will perform major document cleanup and prepare for review during the Aug ust meeting.

Target Completion Date: 02/2012

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

Current Status: The re-ballot closed in May with 10 approve, 1 approve with comm ents, 2 abstain, and 4 b allots not returned. The comments received were reviewed and some changes made were deemed to be technical although nothing significant was changed. The document will be cleaned up by the editor and prepared for a default ballot. TR-41.3 voted unanimously to send TIA-470.330-C out for default ballot after the ANSI ballot closes. (If the ANSI ballot result s in comments these comments will need to b e resolved before a default ballot can be opened.)

Target Completion Date: 11/2011

Plenary Action Requested: TR-41.3 requests concurrence to se nd TIA-470.330-C out fo r default ballot after the ANSI ballot closes.

Plenary Action Taken: Unanimous approval.

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

Current Status: The draft standard wa s based on TIA-920.130-A, TIA-810-B, TIA-470.120-C, IEEE Std 13 29 and IEEE Std 269, etc standards. The draft was reviewed and edited during the meeting.

There was an important discussion regarding whether P N-3-4705.120-RV1 should be harmonized with other industry and international standards. Glenn Hess from M WM submitted and presented a contribution on the trends of other industry standards and a list of things for .120 to consider. After a long discussio n, the working group members agreed that .120 should continue to be compatible with .110 and .130, and try to complete .120 as soon as possible, hopefully by the end of this year. After .12 0 is published, the intent i s to immediately start 920-B to try to harmonize with other industry standards.

Hong Sodoma from Microsoft has agreed to submit contributions for the next meeting o n PC speakerphone test m ethods and performance requirements and subjective tests to put i n .120.

Target Completion Date: 05/2012

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

Current Status: The re -ballot closed in March with 11 approve, 1 appr ove with comments, 2 abstain, and 3 ballots not returned. The comments received were all regarding changes to references already made in the normative references list but we re mistakenly not also made in the document text. Th ese editorial changes were accepted. The document will be ready for publication after final editorial review. TR-41.3 unanimously voted to send TIA-855-A to publication after final editorial cleanup.

Target Completion Date: 08/2011

Plenary Action Requested: TR-41.3 requests concurrence from TR-4 1 to send TIA-855-A to publication after final editorial cleanup.

Plenary Action Taken: Unanimous approval.

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

  Current Status: This was the first meeting for the newly formed TR-41.3.14 working group. The meeting started with Al Baum, chair of TR41.3, appointing James Bress as the chair of TR-41.3.14. The working group met in both the morning and afternoon with the IEEE-STIT group joining for the afternoon session. Bress introduced a contribution of AST's latest specification for the performance and measurement methods for high-gain amplified telephones. The contribution was accepted as the new working draft for the TIA standard, replacing the initial working draft based on the previous contribution made by AST in February.

  The group discussed several issues including:

  > The reference used for audio-grams from the hearing loss study related to the frequency response (HFE) specified in the specification.

  > It was the desire of the WG to not need a subjective override for distortion. Potential to use a "de-rating" of higher frequencies of distortion. Potential to use a separate requirement for 2nd and 3rd harmonics.

  > Using SNR for noise requirement was discussed and generally accepted.

  > Potential need to evaluate echo cancellation and duplexing.

  Editor will make agreed edits and follow-up on open issues.

  Target Completion Date: 05/2012

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

- The TR-41.3.12 WG will need a teleconference meeting in Aug 2011 but will likely not need a meeting in Nov. The WG expects to request publication at the Aug TR-41.3 meeting.

- The TR-41.3.5 WG will need to meet in Aug with a teleconference meeting and will need a full day meeting in Nov.

- The TR-41.3.14 WG will need to meet in Aug with a teleconference meeting and will need a full day meeting in Nov.

- TR-41.3 agreed to authorize James Bress to initiate communications with the Unified Communication Interoperability Forum (UCIF) on behalf of TR-41.3.

- TR-41.3 has placed TR-41.3.2 on inactive status.

- Allen Woo from Plantronics submitted a contribution that pointed out an error in the published TIA-920.130-A. The SLR and RLR are normalized at 10 dB and 0 dB, respectively. However, these values are based on a monaural headset. There are no SLR and RLR normalization values specified for binaural headsets. TR-41.3 approved a motion to open a new project to create an addendum to TIA-920.130-A to address this issue.

  Plenary Action Requested: TR-41.3 requests concurrence from TR-41 to create a new project to draft an addendum to TIA-920.130-A.

  Plenary Action Taken: Unanimous approval.

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

Subcommittee TR-41.7 met on Thursday afternoon, May, 19, 2011. Its TR41.7.1 Working Group met on Tuesday and Wednesday afternoons and Thursday morning.

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: TR41.7 reviewed the latest draft and continued to edit the document. We assigned a new 2011 number to the draft, TR41.7-11-05-005-M-Ethernet Surge Resistibility, to reflect the updated content. TR41.7 reviewed work being done in the ATIS committee STEP-NEP regarding similar interfaces and determined that their work is focused on primary protection of the networks and not the individual interfaces. We need to monitor their work as it may affect test voltages, etc. but there does not appear to be any overlap at this time.

Target Completion Date: 02/2012

- PN-3-0340, Telecom Circuit Overcurrent Protectors Application Guide (to become TSB-187)

    Current Status: This project needs to be closed as no additional work is anticipated at this time. The subcommittee has decided to archive the updated draft until such time that the UL outline of investigation is updated.

    Target Completion Date: 08/2011

- 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: TR41.7 reviewe d the comments received as a result of the re-ballot an d decided that a d efault ballot would be necessary to deal with the revisions made to th e document as a result of the ballot comments. The TR41.7 chair will prepare the default ballot material.

    It could not be determined if the document was actually sent out for ANSI ballot. If not, it was decided that we would use the latest draft including the latest comments for the ANSI ballot.

    Target Completion Date: 11/2011

    Plenary Action Requested: TR41.7 requests concurrence to send the technical revisions out for a default ballot and if necessary to send the latest draft out for ANSI ballot.

    Plenary Action Taken: Unanimous consensus to send out for TIA default ballot process and a reballot to ANSI simultaneously.

- PN-3-3210-RV2, Radio Frequency Immunity Requirements (to become TIA-631-B)

    Current Status: Complete. Publi cation date shown as 02/15/2 011 on copies distributed to voters on 03/10/2011.

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

- TR41.7 would like co ncurrence to estab lish a ne w working group TR41.7.6 to handle technical documents as directed by TR41.7. This is desirable to have the flexibility o f scheduling document work as T R41 might accommodate during our wee k long meetin gs. TR41.7.6 would be assigned, as an initi al project, to work on PN-3-0339, Ethernet First Mile Overvoltage Tests as previously described.

    Plenary Action Requested: TR41.7 requests concurrence to establish a new WG for technical work on standards as directed by TR41.7.

    Plenary Action Taken: Plenary consensus not required for this type of action.

- TR41.7 would like to i nform the plenary about work being done in TR41.7.1 regarding the new UL62368-1 hazard based standard. After the last meeting, TR41.7.1 provided a li st of requirements that we beli eved were critical to the safety of telecom equi pment. The T HC considered the list and included them in the latest draft of UL62368-1. The TR41.7.1 WG is in the process of reviewing the proposed standard and is making a determination of whether or not the requ irements are included. Since we did not have time to complet e the work, TR41.7.1 will hold a tel econference on May 26 to complete the review and provide TIA's representative (Phillip Havens) with a response to the comments received.

- TR41.7 did meet with T R50 regarding Smart G rid applications as it rel ates to two differe nt TR41.7 current activities. We received Vice-Chair contact for SGIP. We may also initiate non-official contact with TR51.

c. TR-41.9 – Terminal Attachment Programs – Phillip Havens

Subcommittee TR-41.9 met on Wednesday, May 18, 2011 with 8 of 9 quorum members present. Its 41.9.1 Working Group met on Tuesday.

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

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

    Current Status: Completed and ready for publication. The acting chair of TR-41.9 wishes to express his thanks to Matthew Mulvihill of Industry Can ada for his time and e ffort in editing and improving this publi cation. This document was app roved for publicati on at the last

meeting subject to all ballot comments received being editorial. Such was the case. TR.41.9 requests TIA staff to hold up on withdrawing TSB-31-C until three months after TSB-31-D is published.

Target Completion Date: 05/2011

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

Current Status: A link to th e FCC Part 6 8 FAQ list will be ad ded to the TIA TR4 1.9 FAQ list. An effort is also being initiated to update the TIA TR41.9 FAQ list to properly rephrase current answers to refer to TIA-968-B with the current clause number rather than to TIA-968-A and its clause numbers. Will also review the T IA TR41.9 F AQ list for any references to TSB-31-C and change to refer to TSB-31-D.

- SP-3-0016-RV3 (or -RV2-AD1), Technical Criteria for Terminal Equipment to Prevent Harm to the Telephone Network (ANSI/TIA-968-B Revision or Addendum)

Current Status: Publi shed August 2009 and adopted by ACT A on Septe mber 22, 2 009. TR41.9 will open PN to review this document for any references to TSB-31-C and make a decision on how to change those references to TSB-31-D and the correct clause in TSB-31-D. Is it better to add an addendum or provide a revision?

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

- TR41.9 requests an update midsummer regarding liaison letter sent to the FCC so that I can report back to TR41.9 during August virtual meeting. (regarding FCC Part 68 ROLR changes in which FCC Part 68 currently refers to an outdated TIA spec – see TR 41.9-11-02-005M1). This liaison did not get se nt out YET, but will go th rough UPED and will wait until TR4 1.3 meeting so that "all" information could be conveyed at one time to the FCC. UPED may have direct discussions with the FCC by mid July 2011.
- TR41.9 is monitoring and thus carrying into each agenda going forward the option of revising/reaffirming/withdrawing TIA-1096-A *Technical Requirements for Terminal Equipment Connectors* (due for review March 2013). This is an ANSI standard
- TR41.9 is monitoring and thus carrying into each agenda going forward the option of revising/reaffirming/withdrawing TIA-168-B *Telephone Terminal Equipment – Label Requirements* (due for review Feb 2013). This is a TIA-only standard.
- TR41.9 discussed adding an addendum to TSB-31-D for "conversational gain".
- TR41.9 requests TIA staff to determine number of web "hits" on the TIA TR41 FCC FAQ list (analytics).

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 re-ballot after editor Steve Whitesell implements changes agreed upon during ballot resolution. Done. Ballot closed 05/09/2011.

2) TR-41.3 to open a new project to develop a standard on acoustic accessibility for people with hearing loss. Done. Project request approved on 4/15/2011 as ANSI/TIA-PN-4953

3) TR-41.3 Vice-Chair to work with TR-41 Chair and TIA Staff in developing a press release and publicity for new project on acoustic accessibility for people with hearing loss. Also need to discuss possible need for ASL interpreters and captioners depending on who may decide to participate in this project. Done. Background info for press release provided to TIA Staff on 04/11/2011. Heads-up also provided to TIA Staff about possible need for captioners and interpreters at meetings on 04/11/2011. Press Release issued on 4/27/2011.

4) TR-41 Chair to notify TSSC about establishment of new TR-41.3.14 Working Group for Acoustic Accessibility. Done at TSSC meeting on 03/15/2011.

5) TR-41.7 to seek input from ATIS STEP-NEP on Ethernet First Mile Overvoltage Tests project through informal liaison. Done. See Item 3.b report on PN-3-0339 above.

6) TR-41.7 to hold teleconference to review changes made to the draft TIA-1194 Smart Grid device protection standard as a result of ballot comments. Done on 03/24/2011.

7) TR-41.7 to re-ballot TIA-1194 after teleconference review. Done. Ballot closed 05/13/2011.

8) TR-41.7 to follow up on publication of TIA-631-B. Done – Publication date shown as 02/15/2011 on complimentary copies distributed to voters on 03/10/2011.

9) TR-41.9 to submit TSB-31-D for publication if no comments are received on ballot that closes March 12, 2011. Editorial comments were received.

10) TR-41.9 to hold teleconference on April 5, 2011 to resolve comments on TSB-31-D if comments are received. Done. Meeting was held on 04/05/2011 and editorial comments resolved.

11) TR-41.9 to submit TSB-31-D for publication if all comments received on current ballot are editorial and resolved in April 5th teleconference. Submission delayed until this meeting to review editorial comment changes. Document now ready for submission. See Item 3.c report on PN-3-3602-RV-4.

12) TR-41.9 to submit TSB-31-D for default ballot if comments received on current ballot are resolved in April 5th teleconference by making technical changes to the document. Not necessary.

13) TR-41.9 to submit TSB-31-D for publication if a default letter ballot is held and results in no further comments. Default ballot not necessary. To be submitted for publication. See Action Item 11.

14) TR-41 Chair to discuss with TIA staff the best method for requesting the FCC to replace the outdated references in Part 68.317 for receive volume control and then make such a request. Specifically reference to TIA-470-A for analog phones should be changed to TIA-470.110-C and reference to TIA-579 for digital phones should be changed to TIA-810-B. Status Update: Issue was raised in AWG/UPED conference call on 02/11/2011. Further discussed in series of emails between 02/24/2011 and 03/08/2011. One proposal was to wait until after May meeting and have joint discussion with FCC OET on this subject and on new TR-41.3.14 project on requirements for specialty phones for people with hearing loss. This is approach being taken. Becky Schwartz, who was handling accessibility issues with the FCC is leaving TIA. Meeting will be scheduled for June once we know who Becky's replacement will be. Info from Industry Canada suggests OET might not be right place to address this in FCC. Will have new TIA legal contact set up meeting with proper group in FCC.

15) TR-41 Chair will request the file size of TSB-129-B accessible by a link on the TR-41 web page be reduced by replacing the covers on the document as has been done for other documents. Request made on 03/22/2011. Reminder emails sent on 04/01/2011 and 04/18/2011. Done. New document posted on 4/20/2011.

16) TR-41 Chair to organize recognition event for May meeting. Certificates prepared in electronic format and forwarded to TIA Staff for printing and signature. Done. Recognition Dinner hosted by TIA held at Texas Station Sports Bar on 02/18/2011. 60 certificates were issued recognizing contributions by 26 individuals on 8 different documents.

17) TR-41 Chair to provide feedback to Victoria Mitchell on comments made during discussion of liaison report on TR-50 proposal for collaborative authoring tool. Done. Email comments provided on 02/18/2011.

18) TR-41 Chair to send out revised Project Status Spreadsheet to subcommittee chairs for use going forward. Done on 03/31/2011.

19) TR-41 Chair to open reaffirmation project and submit TSB-116-A for reaffirmation ballot. Status update: Have been advised by TIA staff to handle reaffirmation of non-ANSI documents at May TR-41 meeting. Item added to meeting Agenda. Copy of document posted in working folder and notice sent to TR-41, TR-41.1, and TR-41.4 email exploders on 04/07/2011. See Item 5.b.1) below.

20) TR-41 Chair to open reaffirmation project and submit TIA-123-A for reaffirmation ballot. Status update: Have been advised by TIA staff to handle reaffirmation of non-ANSI

documents at May TR-41 meeting. Item added to meeting Agenda. Copy of document posted in working folder and notice sent to TR-41, TR-41.1, and TR-41.4 email exploders on 04/07/2011. See Item 5.b.2) below.

21) TR-41 Chair to open reaffirmation project and submit TIA-811-A for reaffirmation ballot. Status update: Have been advised by TIA staff to handle reaffirmation of non-ANSI documents at May TR-41 meeting. Item added to meeting Agenda. Copy of document posted in working folder and notice sent to TR-41, TR-41.1, and TR-41.4 email exploders on 04/07/2011. See Item 5.b.3) below.

22) TR-41 Chair to open reaffirmation project and submit ANSI/TIA-1057 for reaffirmation ballot. Done. Project opened on 03/01/2011. Ballot closed on 05/13/2011. See also Item 6.a.1) below.

23) TR-41 Chair to open reaffirmation project and submit ANSI/TIA-1062 for reaffirmation ballot. Done. Project opened on 03/01/2011. Ballot closed on 05/13/2011. See also Item 6.a.2) below.

b. **Vote to Reaffirm TR-41.1/TR-41.4/TR-41.10 Documents**

1) Phillip Havens of Littelfuse, Inc. made a motion to reaffirm TIA-TSB-116-A, *Telecommunications – IP Telephony Equipment – Voice Quality Recommendations for IP Telephony.* Al Baum of Uniden seconded the motion. Discussion was held. Unanimous consensus.

2) Randy Ivans of UL made a motion to reaffirm TIA-123-A, *Telecommunications – Multiline Terminal Systems – North American Test Plan for Multivendor QSIG Interoperability Testing,* and Al Baum of Uniden seconded the motion.   Unanimous consensus.

3) Al Baum of Uniden made a motion to reaffirm TIA-811-A, *Telecommunications – Telephone terminal Equipment – Performance and Interoperability Requirements for Voice-over-IP (VoIP) Feature Telephones,* and Randy Ivans of UL seconded the motion.   Unanimous consensus.

c. **Project Status Spreadsheet**

Chair Steve Whitesell reviewed the Project Status spreadsheet, noting the effort that had been made to include all information for re-ballots and default ballots on the same document. At the suggestion of Stephanie Montgomery, a copy will be fowarded to Matt Langhan in the TIA IT department.

6. **New Business**

a. **Ballot Comment Resolution and Vote to Reaffirm/Publish TR-41.1/TR41.4 Documents**

1) The ballot to reaffirm TIA-1057, *Telecommunications – IP Telephony Infrastructures – Link Layer Discovery Protocol for Media Endpoint Devices,* closed on May 13, 2011 with 10 Approve, 3 Abstain, and 2 Ballots Not Returned. This was a valid ballot with an 87% return rate and all votes in favor of reaffirmation. The ANSI review process will not close until June 13, 2011. Randy Ivans of UL made a motion to publish this reaffirmed document and Phillip Havens of Littelfuse, Inc. seconded the motion. Discussion clarified that his motion was contingent on the ANSI review process closing without any comments. Unanimous consensus.

2) The ballot to reaffirm TIA-1062, *Telecommunications – Telephony Aspects of MLTS and Packet-Based Equipment, including VoIP – Interface Requirements for Packet-based Gateways,* closed on May 13, 2011 with 8 Approve, 3 Abstain, 2 Ballots Not Returned. This was a valid ballot with an 85% return rate and all votes in favor of reaffirmation. The ANSI review process will not close until June 13, 2011. Randy Ivans of UL made a motion to publish this reaffirmed document and Phillip Havens of Littelfuse, Inc. seconded the motion. Discussion clarified that his motion was contingent on the ANSI review process closing without any comments. Unanimous consensus.

b. **Call for Candidates for November Elections**

The Chair made a call for candi dates for the TR -41, TR-41.3, TR-41.7, and T R-41.9 Chair and Vice-Chair positions for two-ye ar terms beginning November 2011. A letter of suppo rt from the

candidate's company is required along with a brief autobiography. They should be sent to Cheryl Blum, TIA Vice President of technology and Business Development and copied to Ronda Coulter and Steve Whitesell. One must be a voting member of the individual committee or subcommittee to be eligible to run for a leadership position on that committee or subcommittee.

7. Meeting Schedules

a. Next Meeting

The next meeting will be held as a web conference via GoToMeeting from 1:00 to 3:00 pm EDT on August 19, 2011. The meetings of the various TR-41 subcommittees and working groups will also be held via GoToMeeting web conference during the two weeks leading up to the TR-41 Plenary. A tentative schedule for the meetings is provided in Appendix A.

b. Future Meetings

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

Date	Location
November 7-11, 2011	Anaheim, CA (Embassy Suites Disney South)
February 2012	Las Vegas, NV / Savannah, GA / Atlanta, GA
June 5-9, 2012	Gaylord Hotel, Grapevine, TX

8. Adjournment

There being no further business, the meeting was adjourned at 10:20 am. This meeting was conducted in accordance with the TIA Legal Guides and the Engineering Manual.

Phillip Havens
Secretary, TR-41

Stephen R Whitesell
Chair, TR-41

Appendix A
Tentative TR-41 Meeting Schedule for Date

EDT	Sunday 8/7/2011	Monday 8/8/2011	Tuesday 8/9/2011	Wednesday 8/10/2011	Thursday 8/11/2011	Friday 8/12/2011	Saturday 8/13/2011
12:00							
12:30							
1:00							
1:30							
2:00							
2:30							
3:00							
3:30							
4:00							
4:30							
5:00							
5:30							

EDT	Sunday 8/14/2011	Monday 8/15/2011	Tuesday 8/16/2011	Wednesday 8/17/2011	Thursday 8/18/2011	Friday 8/19/2011	Saturday 8/20/2011
12:00							
12:30							
1:00							
1:30			TR-41.9	TR-41.7		TR-41	
2:00					TR41.3		
2:30							
3:00							
3:30							
4:00							
4:30							
5:00							
5:30							

**Appendix B
Document List**

Number	Source	Description
TR41-11-05-001-R2	Chair	Agenda
TR41-11-05-002-R2	Chair	Document List
TR41-11-05-003	Secretary	Lake Buena Vista Meeting Report
TR41-11-05-004-MR1	Chair	Attendance Spreadsheet
TR41-11-05-005-M	Baum	TR-41.3 Chair's Report
TR41-11-05-006-M	Ivans	TR-41.7 Chair's Report
TR41-11-05-007-M	Havens	TR-41.9 Chair's Report
TR41-11-05-008-R1	Chair	Project Status Spreadsheet
TR41-11-05-009	Chair	Proposal to Reaffirm TSB-116-A, Voice Quality Recommendations for IP Telephony
TR41-11-05-010	Chair	Proposal to Reaffirm TIA-123-A, North American QSIG Interoperability Test Plan
TR41-11-05-011	Chair	Proposal to Reaffirm TIA-811-A, Performance and Interoperability of VoIP Feature Telephones
TR41-11-05-012	Chair	Proposal to Reaffirm TIA-1057, Link Layer Discovery Protocol for Media Endpoint Devices
TR41-11-05-013	Chair	Proposal to Reaffirm TIA-1062, Interface Requirements for Packet-based Gateways
TR41-11-05-014-L	Chair	Ballot Results on Reaffirmation of TIA-1057
TR41-11-05-015-L	Chair	Ballot Results on Reaffirmation of TIA-1062

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 submit TIA-470.330-C for default ballot after the ANSI process for the reballoted document closes.
2. TR-41.3 to submit TIA-855-A for publication after final editorial cleanup.
3. James Bress to initiate communications with the Unified Communication Interoperability Forum (UCIF) on behalf of TR-41.3
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.
5. TR-41.7 to submit technical revisions for draft TIA-1194 out for SP default ballot within TIA.
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.
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.
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.
9. TR-41.9 to submit TSB-31-D for publication.
10. TR-41.9 to request TIA Staff to delay withdrawal of TSB-31-C until three months after publication of TSB-31-D.
11. TR-41.9 to add a link to the FCC Part 68 FAQ list to the TR-41.9 Part 68 FAQ list.
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.
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).
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.
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.
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.
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.
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.
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.
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.
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.
22. TR-41 Chair to work with TIA Staff to issue "Call for Candidates" for November Elections.