

# Minutes

## IEEE P1616

July 29-30, 2002

10:00 am-4:30 p.m.; 8:00 am – 3:00 p.m.

July Meetings hosted by:

IEEE Headquarters

45 Hoes Lane

Piscataway, NJ 08854

**Meeting called by:**

Co-Chair: Tom Kowalick

**Type of meeting:**

7th Meeting of IEEE P1616 – 7th of 9 scheduled in 2002

**Facilitators:**

July 29<sup>th</sup>: Co-Chair: Tom Kowalick

July 30<sup>th</sup>: Co-Chair: Tom Kowalick

**Note taker:**

July 29<sup>th</sup>: Secretary: Dan Selke

July 30<sup>th</sup>: Secretary: Dan Selke

**Attendees:**

**July 29<sup>th</sup>:** Bob Arturi, Roger Boyell, Mike Bracki (call-in), Thomas Eymann (call-in), Deborah Freund, Clay Gabler, Liz Garthe (call-in), Alan German (call-in), Doug Gurin (call-in), Hideki Hada, John Hinch, Steve Johnson (call-in), Jim Keller, Scott Kidd, Tom Kowalick, Bob Kreeb, Tom Kurihara, Patrick Lujan, Joe Marsh, Sarah McComb, Robert McElroy, David McKendry, Paul Menig (call-in), Christina Mullen, Richard Pandolfi, Hare Patnaik (call-in), David Phelps, Jack Ribbon (call-in), Vernon Roberts (call-in), Jeff Scaman, Dan Selke, Craig Taylor, Stephen Webb (call-in), Barbara Wendling, Garold Yurko, John Yurtin

Guests: Tricia Gerdon, Edward Rashba, Don Ervin, Jennifer Longham

**July 30<sup>th</sup>:** Bob Arturi, Roger Boyell (call-in), Thomas Eymann (call-in), Deborah Freund, Clay Gabler, Liz Garthe (call-in), Alan German (call-in), Doug Gurin (call-in), Hideki Hada, John Hinch, Steve Johnson (call-in), Jim Keller, Scott Kidd, Tom Kowalick, Bob Kreeb, Tom Kurihara, Patrick Lujan, Joe Marsh, Sarah McComb, Robert McElroy, David McKendry, Paul Menig (call-in), Christina Mullen, Richard Pandolfi, David Phelps, Vernon Roberts (call-in), Jeff Scaman, Craig Taylor, Hiroshi Tsuda, Barbara Wendling, Garold Yurko, John Yurtin

Guests: Larry Williams (call-in), Kurt Hammond (call-in), Egil Juliussen, Terry de Courcelle, Edward Rashba, Mary Lynn Nielson

**07-29-02 Agenda topics**

- 10:00 Call to Order, Introductions, 6/24-25/02 Minutes, Agenda, July Update**
- 10:15 Call for Patents & Distribute P1616 Patent Policy**
- 10:24 Review of the Scope & Purpose**
- 12:00 Lunch Break**
- 12:45 Proposal: MVEDR Standardization Work Items – Hideki Hada**
- 1:30 Motor Vehicle Event Data Recorder – Common Interface - Garold Yurko**
- 2:30 Technical Specifications to Permit Real Time Medical Use of Motor Vehicle EDR  
Data to save Lives - Garthe & Associates**
- 4:30 Next Meeting & Tasks**
- 4:50 Recessed**

**07-30-02 Agenda topics**

- 8:00 Call to Order, Introductions, Agenda**
- 8:15 Capture & Communication of MVEDR Data - Larry Williams**
- 9:15 Telematics Perspectives on MVEDR Data - Egil Juliussen**
- 10:15 Approval of Minutes of June 24-25, 2002; etc.**
- 10:30 Review of the “Work Plan” - Tom Kowalick**
- 11:40 Project Work Plan - Hideki Hada**
- 12:00 Working Lunch**
- 2:30 Adjourn**

[10:00 am] 07-29-02 [Call to Order, Introductions, Agenda, Minutes] [Co-Chair Kowalick]		
Discussion: The meeting was Called to Order by Co-Chair Kowalick at 10:00 am. Introductions were made by each of the members present and on the phone. The consensus of the Working Group was to move Gary Yurko's presentation for tomorrow to this afternoon; and to table the approval of the June meeting minutes until tomorrow. Motion was made by Dave Phelps and seconded by Dave McKendry to approve the Agenda as modified. There was unanimous consent.		
Conclusions:		
Action items:	Person responsible:	Deadline:
[10:15 am] 07-29-02 [Call for Patents] [Co-Chair Kowalick]		
Discussion: Co-Chair Kowalick distributed the handout entitled "P1616 Patent Policy." (see document #8 on the website.) He also distributed the "IEEE Standards and the Law" brochure (see document #48 on the website.)		
Co-Chair Kowalick also mentioned that effective August 1, 2002, the member's area of the P1616 would get a new user log-in word and password log-in.		
Conclusions:		
Action items:	Person responsible:	Deadline:
[10:24 am] 07-29-02 [Review of the Scope & Purpose] [Co-Chair Kowalick]		
Discussion: Co-Chair Kowalick distributed the following document summarizing the latest version of the Scope and Purpose (see document #67 on the website). After some discussion, it was agreed by the Working Group that the "Scope" was okay as written, and that the "Purpose" should now be reviewed.		
After some discussion, the Working Group agreed that the Project Authorization Request (PAR) would be modified to match the "Purpose" and "Scope."		
Liz Garthe had a specific concern that some specific wording such as "safety" or "saving lives" should be placed in the Scope & Purpose.		
Conclusions:		

As for the “Purpose,”

- (1) There was unanimous consent of the Working Group to replace the word “comparison” with the word “compatibility.”
- (2) There was additional unanimous consent of the Working Group to insert a “.” after “EDR data;” and delete “generated by multiple vehicle manufacturers.”
- (3) There was unanimous consent to add “motor vehicle” whenever “event data recorder” is mentioned.
- (4) There was unanimous consent to add the word “promote” before “compatibility.”
- (5) Finally, at 12:30 pm, a Motion was made by Dave Phelps and seconded by Dave McKendry to adopt the final version of the “Purpose.” There was unanimous consent of the Working Group with the following version of the “Purpose” as follows:

“Many light-duty motor vehicles and increasing numbers of heavy commercial vehicles, are equipped with some form of MVEDR. These systems, which are designed and produced by individual motor vehicle manufacturers and component suppliers, are diverse in function, and proprietary in nature. The continuing implementation of MVEDR systems provides an opportunity to voluntarily standardize data output and retrieval protocols to facilitate analysis and promote compatibility of MVEDR data. Adoption of the standard will therefore make MVEDR data more accessible and useful to end users.”

Action items:	Person responsible:	Deadline:
It was agreed the Working Group would review the necessity of adding the words “safety” or “saving lives” under the Scope and Purpose once the final version of the standard is written.	Working Group	07/30/03
[12:45 pm] 07-29-02 [Proposal: MVEDR Standardization Work Items] [Hideki Hada]		
Discussion: Hideki Hada gave a presentation on definition of what is an “event;” entitled “MVEDR Standardization Work Items,” dated July 9, 2002, Draft 0.2 (see document #62 on the website). His presentation included a proposed EDR data hierarchy (see slide #9) and an example of data elements (see slide #10).		
Conclusions:		

[1:30 p.m.]	07-29-02	[Motor Vehicle Event Data Recorder – Common Interface]	[Garold Yurko]
<p>Discussion: Garold Yurko gave a presentation on “Motor Vehicle Event Data Recorder – Common Interface,” dated July 29, 2002 (see document #63 on the website). The design requirements of the common interface should include the following: mechanical, electrical, environmental, I/O’s – size; and latching mechanism.</p>			
<p>Co-Chair Kowalick distributed the following documents for the Working Group’s reference: “Expanding Automotive Electronic Systems,” (see document #47 on the website); an article on OBDII connectors (see document #102 on the website); CAN Protocol information thru 2008, dated 03/01/02, from the Equipment &amp; Tool Institute (ETI) (see document #103 on the website).</p>			
<p>Conclusions:</p>			
<p>Action items:</p>			
		Person responsible:	Deadline:
[2:30 p.m.]	07-29-02	[Technical Specifications to Permit Real Time Medical Use of Motor Vehicle EDR Data to Save Lives]	[Garthe & Associates]
<p>Discussion: Liz Garthe gave a presentation on “Technical Specification to Permit Real Time Medical Use of Motor Vehicle EDR Data to Save Lives,” dated July 30, 2002 (see document #66 on the website). Ms. Garthe provided some references related to the presentation. Also, she stressed the importance of adding variables of “real time” for medical use.</p>			
<p>There was much discussion on what would be the proper language (XML) that may become the standard for EDRs. It was decided that this would be discussed with the “Work Plan” tomorrow; as well as the data elements needed.</p>			
<p>Conclusions: There was unanimous consensus of the Working Group to review the following four items, summarized by Roger Boyell, for the draft specification:</p> <ol style="list-style-type: none"> <li>(1) Rationale for not mandating minimum data elements – Barb Wendling</li> <li>(2) Data hierarchy - use Mr. Hada’s slide #9 – use that taxonomy as a reference – Hideki Hada</li> <li>(3) List of potential purposes on why we are doing this, see slide #3 on Mr. Hada’s presentation (Hinch modification) – “not who to blame, but the cause.” - Hideki Hada</li> <li>(4) List of “events” to be explored in an EDR – Robert McElroy</li> </ol>			
<p>Action items:</p>			
		Person responsible:	Deadline:

<p>The Working Group agreed that a separate presentation should be given on the potential purposes, uses, and end users. Bob Kreeb agreed to give the presentation with the assistance of Clay Gabler, Hideki Hada, and John Hinch.</p>	<p>Bob Kreeb</p>	<p>09/24/02</p>
<p>[4:30 p.m.] 07-29-02 [Next Meeting &amp; Tasks] [Co-Chair Kowalick]</p>		
<p>Discussion: The next P1616 MVEDR Working Group meeting will take place at the NTSB in Washington, DC on September 23<sup>rd</sup>-24<sup>th</sup>.</p>		
<p>Action items:</p>	<p>Person responsible:</p>	<p>Deadline:</p>
<p>[4:50 p.m.] 07-29-02 [Adjournment] [Co-Chair Kowalick]</p>		
<p>Discussion: The meeting was recessed at 4:50 p.m., until 8:00 am tomorrow. Respectfully Submitted,</p>		
<p>Dan Selke</p>		

[8:00 am] 07-30-02 [Call to Order, Introductions, Agenda]			[Co-Chair Kowalick]
Discussion: The meeting was reconvened by Co-Chair Kowalick at 8:00 am. Introductions were made by each of the members present and on the phone. Secretary Selke verified that a quorum existed with 20 out of 33 members present, or on the phone.			
[8:15 am] 07-30-02 [Capture & Communication of MVEDR Data]			[Larry Williams]
Discussion: Larry Williams, CEO of Roadside Telematics and Kurt Hammond, Acuo Director of Sales, gave a presentation entitled “ Capture & Communication of MVEDR Data.” (see document #65 on the website). Their system is INTEL-based, and they are working with ITS America to standardize the crash data.			
Conclusions:			
Action items:		Person responsible:	Deadline:
[9:15 am] 07-30-02		[Telematics Perspectives on MVEDR Data]	[Egil Juliussen]
Discussion: Egil Juliussen gave a presentation entitled “Telematics Perspectives on MVEDR,” (see documents #64 on the website). His summary included a summary of telematics crash EDR requirements.			
Conclusions:			
Action items:		Person responsible:	Deadline:
[10:15 am] 07-30-02 [Approval of Minutes of June 24-25, 2002; etc.]			[Co-Chair Kowalick]
Discussion: The Co-Chair distributed the document entitled “IEEE Making a Motion” (see document #104 on the website).			
The P1616 document of the voting rules is listed under document #33 on the website. An individual must participate in “two of the last four meetings.” (see Sections 3.4 – Attendance, Section 5.0 – Motions, and Section 5.5 – Voting).			
Based on the discussion of the minutes, Joe Marsh mentioned that he also participates on the ISO/TC22/SC12/WG7 – Traffic Accident Analysis Methodology Committee.			
Conclusions:			
(1) After some discussion, a Motion was made by Barb Wendling and seconded by Dave Phelps to			

approve the minutes of June 24-25, 2002 with several modifications. Motion passed by unanimous consent.

- (2) A Motion was made by Steve Johnson and seconded by Tom Eymann to include the following citations in the Working Group’s discussions on “terms”: SAE J218; J831; J1115; J1213-1; J1229; J1761; ISO 6813 – Road Vehicles – collision classification terminology; ISO 12353-1 – Road Vehicles – Traffic Accident Analysis – Part I: Terminology. Motion passed by unanimous consent.

Action items:	Person responsible:	Deadline:
Based on the E-mails listed in the Compendium summary (see document #52), a list of terminologies will be gathered.	Paul Menig	09/24/02
Document #88 – Dated 7-30-02 which is the Membership and Ballot log will be posted on the P1616 website.	Tom Kowalick	09/24/02
Documents listed on the “private side” of the P1616 website will list the number first, then the document name.	Tom Kowalick / Dan Selke	09/24/02

[10:30 am] 07-30-02 [Review of the “Work Plan”] [Co-Chair Kowalick]

Discussion: Co-Chair Kowalick distributed the following documents entitled: Hideki Hada’s recommended Work Plan (see document #72 on the website); AutoTap’s FAQs on OBDII (see document #105 on the website); “Expanding Automotive Electronic Systems,” (see document #47 on the website); the Co-Chair’s proposal for the Work Plan (see document #60 on the website). After much discussion, it was determined that since the Working Group revised the “Scope & Purpose,” then the PAR needs to be updated by submitting the change and petitioning for their concurrence to IEEE.

Conclusions:

Action items:	Person responsible:	Deadline:
Prepare a revised draft Project Authorization Request (PAR) based on the revised scope & purpose (S&P) by August 31st, then forward to Tom Kowalick for signature.	Barb Wendling / Chris Mullen	08-31-02

[11:40 am] 07-30-02 [Project Work Plan] [Hideki Hada]

Discussion: Hideki Hada gave a presentation on the Alliance’s proposed “MVEDR Standardization Work Plan” (see document #72 on the website).

There was a short break where Terry de Courcelle, from IEEE, gave a quick summary on IEEE and the joint SAE/ISO initiatives. IEEE has an agreement with ISO regarding medical information bus standard; and an agreement with IEC on issues not already covered. Ms. de Courcelle suggested that our Working Group work thru Trish Gerdon to set up similar agreements with SAE & ISO including getting permission to use their documents. Later Mary Lynn Neilsson, Manager of IEEE Strategic Programs & Standards, introduced herself with the Working Group and promised to get back with Co-Chair Kowalick regarding IEEE staff's rationale for its comments on the balloted P1616 Policies & Procedures (see document #35).

After continued discussion on the P1616 Work Plan, the Working Group decided to establish three sub-committee working groups.

**Conclusions:**

- (1) A Motion was made by Paul Menig and seconded by Tom Kurihara to accept Hideki Hada's slide #5 from document #72 as the basis of establishing three sub-committee working groups with the following Working Groups:
  - (i) EDR definitions
  - (ii) Data definitions
  - (iii) EDR output compatibility
 Motion passed by unanimous consent.
- (2) The Working Group agreed that real time medical use issues should begin to be reviewed by Sub-Working Group 1 - EDR Definitions.
- (3) The following Working Group members agreed to be "chairs" of the sub-committees:
  - (i) EDR definitions – Bob Kreeb
  - (ii) Data definitions – Hideki Hada
  - (iii) EDR output compatibility – Garold Yurko
 The Working Group agreed by unanimous consent.

Action items:	Person responsible:	Deadline:
The Co-Chair will send out an E-mail message to all P1616 Working Group members to see who would like to participate on the three sub-committees.	Tom Kowalick	08/09/02
The Co-Chair will post the results of the three sub-committee chairs.	Tom Kowalick	09/16/02
The Co-Chair agreed to forward IEEE's feedback to the Working Group once he receives it.	Tom Kowalick	09/23/02
Liz Garthe will provide a preliminary list of needed data elements as suggested starting points.	Liz Garthe	09/23/02

Discussion: The meeting was adjourned at 2:30 p.m..

Respectfully Submitted,

Dan Selke

#### List of Documents Distributed at the Meeting:

##### Printed materials distributed on 7/29-30/02 and available on the P1616 website

<u>Doc #</u>	<u>Title / Date</u>
Item #57	6/24-25/02 Minutes (10 pgs) and available in the Members' Area of the website
Item #58	7/29-30/02 Agenda (9 pgs) and available on the website
2002052808	Patent Policy (12 pages), and available on the website
Item #48	Brochure: IEEE Standards & the Law
Item #67	Scope & Purpose as of June 25, 2002
Item #62	MVEDR Standardization Work Item: Hideki Hada
Item #47	Article: In-Vehicle Networks – Expanding Automotive Electronic Systems
Item #63	Motor Vehicle Event Data Recorder – Common Interface – Garold Yurko
Item #XX	Article on OBDII connectors
Item #XX	CAN Protocol Information thru 2008 from ETI
Item #66	Technical Specification to Permit Real Time Medical Use of Motor Vehicle EDR Data to Save Lives – Garthe & Associates
Item #65	Capture & Communication of MVEDR Data – Larry Williams
Item #64	Telematics Perspectives on MVEDR – Egil Juliussen
Item #XX	“Making A Motion”
Item #33	Voting Rules – IEEE Policy & Procedures
Item #52	E-mail Compendium of June Task responses Received
Item #88	IEEE P1616 Membership, Attendance & Ballot Roster as of 7/30/02
Item #72	Recommended Work Plan – Hideki Hada
Item #XX	AutoTap's FAQs on OBDII
Item #60	Recommended Work Plan – Tom Kowalick

WEBSITE : <http://grouper.ieee.org/groups/1616/home.htm>