Task Force Meeting Notes

Thursday, 10:30-12:30 AM HST

Waters Edge Room, Kona, HI

Attendees: Paul Nikolich, Bob Grow, Geoff Thompson, Bruce Kraemer, Dorothy Stanley, Kim Breitfelder, Matt Ceglia, Jodi Haasz, Kathryn Bennett, Lisa Perry, Jonathan Goldberg

1. Open portion of meeting
	1. Identify a recording secretary – Kathryn Bennett volunteered
	2. Update on Clarification of Indemnification Policy (Nikolich)
		1. Paul explained that Eileen Lach, IEEE Legal, is aware of 802 needs and will respond
	3. IEEE SA Staff Update (Ceglia/Breitfelder)
		1. Matt Ceglia explained staffing changes within IEEE 802 Operational Program Management support team
			1. Lisa Perry moving to IEEE-SA Document Management
			2. Jonathan Goldberg will transition into Lisa Perry’s role for IEEE 802 support
			3. IEEE 802 Database updates/corrections, etc. should go to Kathryn Bennett for now until fully transitioned to Christy Bahn
	4. Who is the owner of the IEEE membership database? (Kraemer)
		1. Bruce Kraemer is requesting access to the database to determine which 802 participants have IEEE and IEEE-SA membership
	5. Other Business
		1. None
	6. Action Item Review
		1. Matt Ceglia to follow-up on Bruce Kraemer’s inquiry regarding the Membership Database
		2. (post adjournment discussion) Kim Breitfelder along with the IEEE-SA Editorial Staff to identify ideas for scheduling a time/place during future plenaries for participants to meet to address their editorial assistance and then pitch to Geoff Thompson.
2. Closed portion of meeting
	1. No executive session business
3. Adjourn