

**IEEE P7004 Working Group**  
**Meeting Minutes**  
**28 March 2018, 3:00 PM – 4:00 PM (EST)**  
**Teleconference**

**1. Call to Order**

The Call to Order was made at 3:02 PM EST.

**2. Roll call of Individuals**

Full name, Affiliation, and email should be sent in a private chat box via WebEx to Natasha Alvarado. This will be the way of marking attendance for the roster. If you have any questions, please email at [n.alvarado@ieee.org](mailto:n.alvarado@ieee.org)

See Roster

**3. Approval of March Agenda**

The Agenda was approved.

**4. IEEE Patent Policy ([Call for Patents](#))**

There were no patent claims raised.

**5. Outline Discussion**

**a.** Review of discussion from February

Reviewed all assignments and discussions from the past meeting. All assignments are available in imeet.

**b.** Schema Resources – Jack McArtney

**c.** 7004 Cascade Draft - Jack McArtney

Jack discussed the Cascade Draft and shared his perspective.

**d.** Data “Ingredient” Style Labels

**e.** Case scenarios

Designated individuals reviewed their case scenarios. As a working group, it will be decided upon the topics of discussion which to add to the draft.

**6. New Business**

Looking for volunteers for areas of discussion based on country.

**7. Future Meetings**

**a.** March 28

**b.** April 25

**c.** May 30

**8. Adjourn**

The Meeting adjourned at 4:00pm EST.