



**Telecommunications Industry Association**

1320 N. Courthouse Road Suite 200, Arlington, VA 22201

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**Approved by General Counsel**

TR-60

Meeting Date: 23 April 2020

Location: Teleconference

Approved: 7 July 2020



**Committee: TIA Engineering Committee TR-60 – ICT Lifecycle Management**

**Chair:** Jerry Bowman, Square Mile Systems, Inc.

**Vice-Chair:** Gregory Bramham, Global Com

**Secretary** Christy Miller, BCL IT Consulting

**Date & Time:** Thursday, 23 April 2020  
10:00am – 12:00pm (EST)

**Location:** Teleconference

1. Call to Order & Opening Remarks
2. Attendance Registration & Roll Call

**Attendance TR-60 Committee Meeting Teleconference 23 April 2020**

First Name	Last Name	Company Name	Voting Member	Present
David	Cranmer	3rd Rock Air	Yes (no longer starting next meeting)	No
Christy	Miller	BCL IT Consulting	Yes	Yes
Jeff	Silveira	BICSI	Yes	Yes
Todd	Taylor	BICSI	Yes	Yes
Dennis	Mazaris	Concert Technologies, Inc.	Yes	No
Dan	Gotimer	Connectivity Solutions, LLC	Yes	Yes
Gregory	Bramham	Global Com, Inc.	Yes	Yes
Martin	McMurray	JPMorgan Chase & Co.	Yes	No
Cindy	Montstream	Legrand	Yes	Yes
Bryan	Zorn	Molex, Inc.	Yes	No
Allan	Banks	Molex, Inc.	Yes	No
Bob	Voss	Panduit Corps.	Yes	No
Craig	Grant	Schneider Electric	Yes	No
Jerry	Bowman	Square Mile Systems, Inc.	Yes	Yes
Chris	Scharrer	DCS Technology Design, LLC	No	Yes
David	Cuthbertson	Square Mile Systems (UK)	Yes	Yes
Sergey	Mikhol	SureNet	Yes	No
Ted	Belville	The Walt Disney Company	Yes	No
Deborah	Prince	UL	Yes	No
Dave	Mercier	UL	Yes	Yes
Mark	Reynolds	University of New Mexico	Yes	Yes
Tony	Russell	Molex, Inc.	Yes	Yes
Ray	Stuve	USDA	No	No
Grant	Hawkins	Velcro, Inc.	No	Yes
Gary	Patton	US Army	No	Yes
Bethany	Rüddek	Concert Technologies, Inc.	Yes	Yes
David	Bain	TIA	No	Yes
Cheryl	Thibideau	TIA	No	Yes

- Voting Members & Quorum Declaration—Quorum Met

- Non-Voting Members
- Guests

### 3. Notice of Participation (see NOTE 1)

Participants were informed of the Important Notice of Participation, as shown below and in Note 1 on the agenda. There were no comments or questions.

#### **IMPORTANT NOTICE OF PARTICIPATION**

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 TIA Standards Development Procedures 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 the TIA Standards Department on a case-by-case basis.

### 4. Intellectual Property Rights Policy

(see Note 2)

Participants were informed of the TIA Patent Policy, as shown below and in Note 3 on the agenda. There were no comments or questions for clarification.

#### **INTELLECTUAL PROPERTY RIGHTS (early disclosure policy)**

TIA has an Intellectual Property Rights (IPR) Policy. We call to the attention of participants and attendees that TIA's Policy is to encourage, but not require, the voluntary disclosure (preferably early) of Essential Patent(s) and published pending patent application(s) that may be essential to the practice of a TIA Publication. Such disclosures are to be made following the procedures of the TIA Intellectual Property Rights Policy. Additional information can be found in the TIA Intellectual Property Rights Guidelines.

#### 5. Agenda Approval (60-2020402-01)

#### Decision 60-2020/04-01

#### 6. Approved as presented Review and Approval of Previous Meeting Report 5 March 2020 (60-200402-02)

#### Decision 60-2020/04-02

- Approved as presented

#### 7. Review of Working Group Charter

- Reviewed base document and acknowledged that the working groups can change the documents to fit the working group needs
- Planning Working Group needs a chair

#### 8. Introduction of Working Group Chairs

- Chairs on the call introduced themselves and discussed their backgrounds
- Send email with all the contact information for the chairs and descriptions of working groups to members
- Chairs are not bound by the initial documents. Flexibility is allowed
- Members are encouraged to join different working groups

#### 9. Working Group Membership (60-200305-03)

- Send requirements for inviting members to the Chairs of the Working Groups
- Submit potential members to President of TR-60
- Poll all members to see what committees they want to serve
- May 7, 2020 meeting for the Working Group Chairs only
- June 4, 2020 full committee meeting
  - Chairs to publish full working group membership
- Contact David Bain for information on guest participation in other committees to

find members for the working groups

10. Old Business

- None

11. New Business

- None

12. Items from the Floor

- Management of document control
- Send contributions to Cheryl to publish to our stand-alone file site
- Jerry made official request for each working group to have an area on the file site

13. Adjournment

- Having concluded the meeting's deliberations, a motion was made to adjourn the meeting. This meeting was conducted in accordance with the TIA Legal Guides and the TIA Engineering Procedures and was adjourned at approximately 11:45 am (EST) on 23 April 2020.

Jerry Bowman  
Chair  
Engineering Committee TR-60