

**Minutes of the
First Meeting of Informal Working Group 3 (IWG-3)
of the WRC-07 Advisory Committee (WAC)**

Date: February 3, 2004
Time: 2:00 pm
Location: Federal Communications Commission, 445 12th Street SW, Washington DC, Conference Room6B-516 (6South)

Committee Members Present:

Jeff Bernstein, TMG
Pat Christensen, Department of Navy
Cecily Cohen, Nokia (IWG-3 Chair)
Mindel de la Torre, TMG (IWG-3 Vice-Chair)
Ken Keane, Duane Morris
Kathryn Martin, Access Partnership
Dave Reed, Scitor
Tom Wasilewski, Qualcomm
Joanne Wilson, Arraycomm
David Wye, AT&T Wireless

FCC Employees Present:

Charles Breig
Chelsea Fallon
Shameeka Hunt
Ed Jacobs
Jamison Prime
Alex Roytblat
Charles Rush
Blaise Scinto
Ziad N. Sleem
Stephen Zak

Meeting Summary

The Agenda (Admin/Doc.2/Agenda for the First Meeting) was approved.

The Chair explained the document numbering system, which categorizes documents into administrative, background and proposals. The Chair introduced the five documents distributed at the meeting, which included the Agenda, Document List, Terms of Reference and two background documents. (one on WRC-07 Agenda Item 1.4 and 1.9 and the other a copy of Resolution 228

The Terms of Reference were approved and it was noted that they would be posted on the FCC website at: <http://www.fcc.gov/wrc-07>. Proposed changes to the Terms of Reference can be discussed at future IWG-3 meetings if necessary.

It was decided that the next IWG-3 meeting will be on April 15, 2-4pm. It was noted that a conference bridge could be made available for future meetings if offered by a participant.

The Chair and Vice-Chair also provided an overview of how preparations for the WRC work, including a discussion of the WAC process and the regional processes such as CITEL. The FCC noted that it would be helpful if IWG-3 could develop a preliminary view for the November CITEL PCC II meeting.

Documents Distributed:

- Admin/Doc.1/IWG-3 Terms of Reference (Approved)
- Admin/Doc.2/Agenda for the First Meeting (Approved)
- Admin/Doc.3/IWG-3 Document List
- Background/Doc.1/Res. 228(Rev.WRC-03)
- Background/Doc.2/Background on WRC-07 Agenda Items 1.4 and 1.9

The meeting was open to the public and attended by 10 members of the public.

Author: Jeff Bernstein, TMG/Mindel de la Torre, TMG/Cecily Cohen, Nokia