



Lisbon, February 1 - 3, 2017

## **Subject | Minutes of the Second Management Committee Meeting of COST Action CA15104 “Inclusive Radio Communication Networks for 5G and beyond (IRACON)”**

**Lisbon, Portugal  
01/02/2017**

### **1. Opening formalities**

The plenary of the *3rd Management Committee Meeting* of COST Action CA15104 was chaired by Prof. Claude Oestges, Chair of the Action, who opened the meeting at 9.00 am. He verified the quorum, i.e. two-thirds of the Participating COST Countries, was present: 26 out of 34 countries participating in the Action were represented in the meeting.

Prof. Luis M. Correia, Dissemination Manager of the Action and Local Organizer of the meeting, and Dr. Ralph Stuebner, Science officer of the Action, welcomed the audience.

### **2. Adoption of the agenda**

The agenda (**Annex 1**) for the *3rd Management Committee Meeting* was adopted. The attendance list was circulated.

Prof. Claude Oestges reminded participants to sign the official attendance list on each day of attendance and to sign the Working Group attendance list(s) one time for each WG/EWG attended. Based on the signatures, the eligible participants will be reimbursed.

The Chairs also reminded the members of the Steering Committee the Newsletter meeting on February 1<sup>st</sup> at 6:00 pm.

### **3. Approval of the Minutes of the last MCM (Lille)**

The Chair summarized the minutes of the *2nd MC Meeting* and asked for comments.

On November 3<sup>rd</sup>, 2016, before the previous *2<sup>nd</sup> Technical Meeting* in Durham (UK) on October 4 - 6, 2016, the minutes of the *2nd MC Meeting* (with attachments) were circulated via email. The deadline for remarks was set for October 9<sup>th</sup>, 2016 and the rule of tacit consent was adopted. No remarks were received by Lucia Vitiello, GH Manager and Secretary of the Action.

The minutes (and attachments) were also posted on IRACON website, under the section “Meetings & Events”, “2<sup>nd</sup> MC meeting and 1<sup>st</sup> Technical meeting”, “Documents”, “Minutes”.

The minutes were formally and unanimously approved.

### **4. Status of Action**



The Chair reported on the status of the Action to the audience. Up to now, the Action is composed by:

- 34 signatory countries (out of 36)
- 67 MC Members (+ Chair)
- 1 e-approved Near Neighbour Country Institutions
- 13 International Partner Country Institutions:

### **COST International Partner Countries**

<b>Institution Name</b>	<b>Country</b>
Beijing Jiaotong University	China
Tokyo Institute of Technology	Japan
Comsearch	United States of America
NIST	United States of America
Samsung Electronics Co.	Korea, Republic of
Japan Advanced Institute of Science and Technology	Japan
Motorola Mobility LLC	United States of America
Universidad Icesi	Colombia
Niigata University	Japan
University of Prishtina	

- 87 participants per meeting (average)
- 104 registered experts
- 38 research infrastructures
- 65 presented TD / Workshop papers (average)
- 142 registered institutions (Industry / University / Research / Small and Medium Enterprises)
- 311 registered participants (at [iracon.org](http://iracon.org))
- 3 meetings per Grant Year
- 1 Training School per Grant Year
- 1 STSM completed

### **- Approval of IPC insitutions**

Prof. Oestges presented a pending COST International Partner Country application to be approved:

Council for Scientific and Industrial Research

South Africa

The Chair read the motivation letter sent by Dr. Albert Lysko (**Annex 8**), contact person of the CSIR, and asked for comments. No remarks were received.

### **- Reminders about rules and procedures**

The Chair remembered rules and procedures of the COST Action CA15104 (IRACON).



First of all, the Chair recalled the partners commitments:

➤ **Partners (1)**

• COST Country Institutions

- ✓ Partners have to provide contributions (TD, tutorial, etc.) at least at one meeting/training school per year.
- ✓ If this requirement is not met, the partner will be removed from the “members area” of website (deregistration).

• Near Neighbour Country Institutions

- ✓ Partners have to provide contributions (TD, tutorial, etc.) at least at one meeting/training school per year, but these partners have to present at least two contributions per year.
- ✓ If this requirement is not met, the partner will be removed from the “members area” of website (deregistration).

➤ **Partners (2)**

• International Partner Countries/Institutions

- ✓ NCIs applications are accepted when:
  - According to COST rules: mutual benefit
  - Other criteria: scientific excellence (Universities) role in industrial context (Industries) technical topics and WGs addressed geographic balance
- ✓ NCIs have to provide contributions (TD, tutorial, etc.) at least at two meeting/training school per year.
- ✓ If this requirement is not met, the partner will be removed from the *members area* of website (deregistration).

Prof. Oestges presented the events organized by IRACON after the *2<sup>nd</sup> MC meeting and 1<sup>st</sup> Technical meeting* in Lille:

➤ **June 2016**, participation in **EuCNC: IRACON special session on IoT** (R. Verdone)

➤ **September 2016**, participation in **PIMRC: IRACON workshop on 5G** (L. Clavier)  
Website, social media presence and IRACON newsletter Preparation of two convened sessions, accepted at EUCAP 2017 (March 2017)

➤ **October 2016, 2nd TM** (Durham, 4-6 2016)

- ✓ 50 TDs
- ✓ 65 participants
- ✓ 3 Invited Speakers
- ✓ Joint **workshop on Radio Propagation and Technologies for 5G** with IET (3 Oct 2016), with about 45 participants

➤ February 2017, **3rd MCM** (Lisbon, 1-3 Feb 2017)

- ✓ 77 TDs, more than 130 participants
- ✓ 2 Invited Speakers
- ✓ **Tutorial on IoT for 5G** (R. Verdone), with 30 participants



The Chair simplified a list of important deadlines in order to easily remember them:

➤ **Deadlines and Procedures**

• TD submission

- ✓ The request of a TD number should be send at least 20 days before the meeting
- ✓ The full TD submission should be send to the secretary at least 10 days before the meeting using the cover page available on the website

• Meeting registration

- ✓ All the participants are required to register on IRACON website at least 20 days before the meeting
- ✓ All the participants are required to accept the e-cost invitation before the event

• Reimbursement (for those entitled to)

- ✓ The eligible participants have to accept the e-cost invitation before the meeting
- ✓ The eligible participants have to fill the the e-cost and submit the claim after the meeting
- ✓ The reimbursement procedure MUST take place on e-cost
- ✓ If an MC member cannot attend a meeting, but he/she want to be replaced by an eligible substitute (list of officially nominated substitutes available at [http://www.cost.eu/COST\\_Actions/ca/CA15104?management](http://www.cost.eu/COST_Actions/ca/CA15104?management)), he/she has to send a request to the Chair and GH (cc: secretary) at least 20 days prior to the event to enable the reimbursement of your official substitute

Prof. Oestges pointed out that these deadlines are set to enable the StC to prepare the meeting schedule, to organizase dinner and constraints. For these reasons, the intention of the Action is to be minus flexible, the goal is to restrict the deadlines for upcoming meetings.

➤ **e-Mailing and Acknowledgment**

The Chair recalled information about:

• Usage of global reflector:

- ✓ From this meeting on, the global reflector (all\_ca15104@iracon.org, moderated by the Chair, the Secretary and the Grant Holder) should not be used to advertise events (outside those of the Action itself)
- ✓ All the IRACON members can ask Lucia Vitiello (lucia.vitiello@unibo.it) to include his/her announcement on the IRACON Web Page

• WG reflectors

The WGs Action's reflectors have been created and they are ON. Only the EWG-IoT is moderated by the WG co-Chairs

• Acknowledge COST CA15104 IRACON



The Chair invited to insert the acknowledge on all the joint publications

## **- ECI Representative Mandate**

The Chair explained the definition of Early Career Investigator (ECI) i.e. a PhD + 8 years maximum. Then, Prof. Oestges remembered that the COST Action CA15104 decided to have one ECI Representative in the Core Group. This person has a one-year mandate and participates to Core Group discussions. He/ She prepares the meetings (pre-meeting, etc.), edits the Newsletter and moderates the IRACON Blog.

Dr. Margot Deruyck (BE) was elected in Lille by the ECIs per one year. There will be new elections in the next meeting in Lund. Prof. Oestges asked the audience to send candidacies to the Secretary before the *4<sup>th</sup> MC meeting and 4<sup>th</sup> Technical meeting* in Lund. The only constraint is to be an ECI.

Dr. Deruyck gives her availability for questions. The Newsletter will be a transaction, after the meeting in Lund the previous ECI Representative will help the new ECI Representative with his/ her first realize.

## **- New SWG on IoT for Health**

Prof. Oestges reported on the formal request sent by the EWG-IoT Co-Chairs to the Core Group for the activation of a Sub-WG on IoT for Health. The request needed to be processed during the plenary and, in case of approval, during the Sub-WG Session, the two Co-Chairs have to be elected.

The motivations were explained by Dr. Chiara Buratti, EWG-IoT co-Chair:

- ✓ Many partners declared interest in the topic (EUC, PUPIN, JCT, CEA-Leti, UCD, IMU, UBI, GUT, ETHZ, NIST, UPV, IST, ITU)
- ✓ Different TDs already presented at previous and current meetings (4 TDs in Lille, 6 TDs in Durham and 7 TDs in Lisbon)

Dr. Buratti submitted the email trough EWG-IoT reflector on January 16<sup>th</sup>, 2016 asking those of the IRACON EWG-IoT members were interested, to express their candidacy via mail. The Co-Chair candidacies received were from Dr. Slawomir J. Ambroziak (GUT), Dr. Kamran Sayrafian, (NIST) and Dr. Stephen Wang (OCADO).

Prof. Oestges asked the audience to approve the Sub-Working Group on IoT for Health. No objections were received. The SWG was unanimously approved.

The election of the two Co-Chairs took place during the EWG-IoT Section on February 2<sup>nd</sup> in the morning and was managed by Dr. Chiara Buratti.

Dr. Buratti asked for other candidates, and there were none. Each candidate was presented and, after a few words from every candidate, they left the room and the EWG-IoT members elected Dr. Slawomir J. Ambroziak (GUT) and Dr. Kamran Sayrafian, (NIST).

The Chair reminded about future confirmed meetings and dissemination actions to be discussed during the WG Sessions:

### Confirmed Upcoming Meetings



- Fourth MC meeting and technical meeting
  - ✓ Lund (SE), May 29-31 2017 + experimental tutorial on massive MIMO on June 1st, 2017
  - ✓ Organizers: Vincent Lau and Fredrik Tufvesson
- Fifth MC meeting and technical meeting
  - ✓ Graz (AT), Sep 12-14 2017
  - ✓ Workshop on Localization and IoT
  - ✓ Organizer: Klaus Witrisal

## Dissemination Actions (to be discussed in WG)

### Special Sessions

- IRACON special sessions at EuCNC
  - ✓ Oulu (FI), June 12-15, 2017
  - ✓ Submission deadline on Feb 20, 2017
- URSI GA
  - Conferences accepting special sessions
    - ✓ ISWCS 2017, Bologna, Aug 28-31, 2017
    - ✓ EuCAP 2018, London

The Chair highlighted the importance of dissemination for the future of the Action, reminded the audience about the necessity to brand the special sessions as IRACON and asked for volunteers and submissions of proposals.

Prof. Oestges also asked the MC Members to send the Secretary the following lists by March 1, 2017:

- List of research groups with activity in the area of the Action for the respective Country (name of the group and contact person/email)
- List of doctoral schools (i.e., universities awarding a Ph.D. degree) in Europe with activity in the area of the Action for the respective Country (name of the university/school and contact person/email)

The goal is to use these lists to disseminate the COST Action CA15104.

## **5 . Review of action deliverables**

Prof. Oestges summarized the deliverables that the Steering Committee Members have to provide to COST Action:

### **Technical deliverables for the first two years**

- Deliverable 1 (M14, May 2017): Working Groups first year term annual report summarising the achievements of every WG (all WGs)
- Deliverable 2 (M20, November 2017): Overview of IRACON Reference Scenarios and assessment of 5G radio access techniques through experimental platforms (WG3, EWG-RA)



- Deliverable 3 (M24, March 2018): Submission to international bodies of contributions about concerted 5G radio channel models (WG1)
- Deliverable 4 (M24, March 2018): Collaborative white paper on new localization techniques suitable for 5G and the Internet of Things (EWG-LT+IoT)
- Deliverable 5 (M26, May 2018): Working Groups second year term annual report summarising the achievements of every WG (all WGs)

### **Technical deliverables for the last two years**

- Deliverable 6 (M36, March 2019): Collaborative white paper on future architecture and protocols for the Internet of Things (EWG-IoT)
- Deliverable 7 (M38, May 2019) : Working Group third year term annual report summarising the achievements of every WG (all WGs)
- Deliverable 8 (M42, September 2019): Technical inputs and liaison statements to Standardisation Groups on metrics for Over the Air (OTA) testing (EWG-OTA)
- Deliverable 9 (M42, September 2019): IRACON concerted radio channel models for 5G and beyond (draft book chapter) (WG1)
- Deliverable 10 (M26, May 2018): Working Group final report summarising the achievements of every WG in the overall Action (draft book) (all WGs)

The deliverables will be post on IRACON website. They will be essential to show the Working Groups achievements.

Prof. Oestges defined the steps for Deliverable 1:

- Edition
  - ✓ WG chairs are the contributors
  - ✓ Chair and Vice-Chair are the editors
- Content
  - ✓ 1 page per WG/meeting
  - ✓ Scientific results and dissemination activities (no equations!)
  - ✓ Will be published on IRACON website
- Schedule
  - ✓ Draft version by April 1, 2017
  - ✓ Review by Core Group by May 1, 2017
  - ✓ Delivery by May 31, 2017

## **6. Report from the Grant Holder**

Prof. Oestges presented the budget details of the allocated Grant for the 1<sup>st</sup> Grant Period of the Action (“Planned” column). Then, based on the current *Grant Agreement*, he reported on the available budget until the 3<sup>rd</sup> MC meeting and 3<sup>rd</sup> Technical meeting (“Actual” column).



<b>Networking Tool</b>	<b>Description</b>	<b>Planned</b>	<b>Actual</b>
Meetings	2 MCMs, 1 TM, 1 workshop	97 910.00 EUR	50 346,76 EUR
Training Schools	1 TS	12 500.00 EUR	12 500.00 EUR
STSMs	6 STSMs	7 200.00 EUR	2 176.00 EUR
Dissemination	1 (website set-up)	4 500.00 EUR	00.00 EUR
Other Expenses Related to Scientific Activities	Bank fees	498.65 EUR	498.65 EUR
<b>Total Science Expenditure</b>		<b>122 608.65 EUR</b>	65 521.41 EUR
Financial and Scientific Administration and Coordination (MAX. 15%)	15 %	18 391.30 EUR	9 828.21 EUR
<b>Total Grant</b>		<b>140 999.95 EUR</b>	75 349.62 EUR

The Chair explained the reason why, on behalf of the Action, he opened a written procedure on December 5<sup>th</sup>, 2016 asking the MC Members to give him the right to manage the last phase of the Grant Period budget with flexibility.

The Action has a certain unspent budget at the moment, which cannot be transferred to the second year. The MC Members were asked to e-vote on the following proposals:

1. Reimbursement for Lisbon meeting based on priority list 1 and 2 of COST and internal rules for MC meetings and Technical Meeting:

- All MC members (up to two per COST Country) who apply, or MC official substitutes (if





the Chair and GH receive request by given deadline), Action Chair, Secretary, invited speakers and ECI Representative.

- WG/EWG/SWG Chairs

## 2. Activation of new STSMs

If the left amount for the meeting will be less than 50,000 EUR => increase the budget for STSMs (with deadline set in the next three weeks for proposals), without any need to change the TS budget.

## 3. Extra budget for IRACON events

If the left amount for the meeting will be more than 50,000 EUR => take some extra budget from the TS, in coordination with the TS organizers. STSM reports have to be received before end of 1<sup>st</sup> grant period (April 30<sup>th</sup>, 2017)

The proposal was majority-approved with 1 vote against.

Prof. Oestges reported on the 2<sup>nd</sup> Grant Period budget assigned received via e-COST tool from the COST Office. The budget increased to 171.000 EUR.

The Chair's proposal is to have 3 Management Committee and Technical Meetings, 2 Training Schools and 6 STSMs. Any saved amount will be passed to STSMs.

<b>Networking Tool</b>	<b>Description</b>	<b>Budget</b>
Meetings	3 MCMs	126 000.00 EUR
Training Schools	2 TS	15 000.00 EUR
STSMs	6 STSMs	7 200.00 EUR
Dissemination	-	0 EUR
Other Expenses Related to Scientific Activities	Bank fees	500.00 EUR
<b>Total Science Expenditure</b>		<b>148 700.00 EUR</b>



Financial and Scientific Administration and Coordination (MAX. 15%)	15 %	22 300.00 EUR
<b>Total Grant</b>		<b>171 000.00 EUR</b>

The audience were asked to comment on the proposal.

Prof. Oestges reminded that the MC Members can decide to decrease reimbursements for flat rates for hotels and meals for given meeting.

Dr. Ralph Stuebner invited the audience to submit meeting proposals from Inclusiveness Target Countries.

The audience agreed on the 2<sup>nd</sup> Grant Period budget proposal. The Chairman had the right to enter it into e-COST.

Prof. Oestges reported on a grant issue to be discussed during the MCM:

In the past years, the Grant Holder of any Action were asked to sign a contract (the Grant Agreement) with the COST Office, that states how much (140,999.95 EUR for our first year) and when (65% as first instalment, made after kick-off, and 35% upon request when first instalment is spent) an Action receives the COST Grant. After the first two thirds of the year the Grant Holder were requesting the second instalment and were able to pay the reimbursements of the third meeting.

Last December the COST approved a new *Vademecum* and we received an email by the COST Office saying that it was useless to request the second instalment, as they would have not paid it until the final approval of the first year of the Action.

The Chairman pointed out the consequences:

1. Under these conditions, we have no fund to reimburse Lisbon until the end of the 1<sup>st</sup> Grant Period
2. The priority list for reimbursements will be the Training School in Dresden and the STSMs
3. The first year ends on April 30<sup>th</sup>. Immediately afterwards we will send the administrative and scientific report (in May). Normally, the approval and consequent administrative actions in Brussels take at least two months

Prof. Narcis Cardona, Vice-Chair of the Action, suggested that the *Grant Agreement* also says that the final administrative report should report the expenses made, but we will present the expenses still to be made.

Dr. Ralph Stuebner, Science Officer of the Action, commented that the COST is aware of this



issue and they will send some recommendations on how to solve it as soon as possible.

## 7. Report from Training Manager (STSMs, Training Schools and Tutorials)

Prof. Oestges presented the next IRACON Training Schools:

### ➤ Training School on Antennas and Propagation for Body Communications (joint with WIBEC)

The 1<sup>st</sup> IRACON Training School on Antennas and Propagation for Body Communications will be organized on March 1-3, 2017 in Dresden (DE). The IRACON organizers will be Kimmo Kansanen, Luis Correia, Kamran Sayrafian and Narcis Cardona.

IRACON guarantees 6.000 € for granting ESRs and students from COST CA15104 participants. Trainers will be reimbursed according to COST *Vademecum* rules, Section 4 (OTRR submission). Applications had to be sent by January 15<sup>th</sup>, 2017.

The Chair showed the data of the Grant Selection Procedure and the results:

- 19 applications received
- 1 applications received after the deadline
- 3 from non-eligible countries (not COST or NNC)
- 3 from the same institution (one was rejected)

IRACON accepted 14 applications, but 1 withdrawal. 13 PhD students will be funded, provided they sign the TS attendance list.

### ➤ Training School on Large-Scale Propagation (joint with ESoA)

The 2<sup>nd</sup> IRACON Training School on Large-Scale Propagation will be organized on June 12-16, 2017. It will be organized by Vittorio Degli-Esposti, Thomas Kürner and Claude Oestges. It will be more suitable for young PhD students, they will be grant as well. Applications have to be sent by May 1<sup>st</sup>, 2017.

Prof. Oestges reported on the STSMs status:

- 8 STSMs proposals received so far
- 5 accepted
- 2 rejected as the proposal did not contain sufficient details
- 1 proposal is under review
- Remaining budget: 2.176,00 EUR

The Chair suggested that there were still space for at least 2 STSMs, maybe a few more after the meeting in Lisbon, but they need to be carried out and financially concluded before April 30<sup>th</sup>, 2017. Applications have to be sent by March 1<sup>st</sup>. Reviewers need to be quick.

He invited the audience to be reactive and to use the meeting to discuss STSMs with Prof. Laurent Clavier, Training and STSM manager of the Action.

## 8. Keynote talks



Prof. Oestges presented the keynote talks:

- **Challenges and Techniques for Characterizing Massive MIMO Antenna Systems for 5G**

Keynote speakers: Taro Eichler, Technology Manager, Rohde & Schwarz, Germany

- **Innovation in wireless in-body devices**

Keynote speakers: Sebastian Schostek, Ovesco AG, Germany

- **COST: Portugal and Europe's leadership in mobile communications**

Keynote speakers: Luis Correia, IST, Portugal

- **Growing ideas through networks**

Keynote speakers: Ralph Stubner, Science Officer of the COST Action CA15104 (IRACON), Belgium

## 9. Presentation and Discussion of Technical Documents

77 TDs number were requested, 75 TDs were presented and discussed during the *3rd MC and Technical Meeting*.

Prof. Oestges recommended the Working Groups to discuss:

- Deliverables
- Training School proposals/topics for 2018 and beyond
- Workshop proposals for 2017 and beyond (we already have one proposal for Sep 2017)
- EuCNC special sessions
- Joint activities with H2020 projects
- Tutorial offers for upcoming meetings (starting from January 2018)
- Joint activities (experiments, papers, etc.)
- Short Term Scientific Missions among participant institutions
- Any other idea to foster the dissemination of the Action

The Chairman introduced the schedule of the meeting. Then, Prof. Oestges reminded that TDs are not publication and they are not post in the public part of the website, but in the "FTP site" of the "members area". Their access is password-protected and FTP site credentials are changed before each meeting.

**Lisbon, Portugal**  
**03/02/2017**

The 3<sup>rd</sup> *Management Committee Meeting* resumes started on Friday at 11:30 am.

## 10. Future MCMs and Workshops

Dr. Chiara Buratti, EWG-IoT co-Chair, presented the next IRACON Workshops:



## ➤ IRACON Workshop on Localization and IoT

The 3<sup>rd</sup> IRACON Workshop on Dependable Wireless Communications and Localization for the IoT will be organized on September 12<sup>nd</sup>, 2017 in Graz (AT). It will be organized by Klaus Witrissal, Carles Anton and Chiara Buratti. This workshop will be a single-day, single-track event, co-organized by COST IRACON and TU-Graz Lead Project "Dependable Things".

- Tentative schedule
  - ✓ 2 keynote talks
  - ✓ Regular workshop papers, in particular papers that combine both topics
- Tentative submission schedule
  - ✓ Call/website to be issued before end Feb
  - ✓ Submission deadline: mid May
  - ✓ Acceptance notifications: mid July

Prof. Oestges mentioned the **proposal for a joint workshop with H2020 SANSA project**, co-located with one of Action CA15104 meeting.

### - 1<sup>st</sup> Meeting on gender issue

Prof. Anja Skrivervik, Switzerland MC Member, reported on the 1<sup>st</sup> Women Meeting that took place on February 2<sup>nd</sup> at 2:00 pm. The meeting was chaired by Dr. Margot Deruyck, ECI Representative. The participants were 13 (women only).

The meeting generated proposals related to gender issue:

- Election of a Women Representative
- Increasing of the number of women presenting TDs (5 TDs were presented by women in Lisbon)
- At least 1 woman MC member per Country
- Gender issue dissemination through IRACON Social Media
- IRACON women reflector creation
- Motherhood facilities paid by COST Action
- COST courses on how to help women to create networking, self-confidence and so on
- Open the discussion to IRACON men
- Check the percentage of female authors in TDs

## 11. Report from Working Group Chairs

The WG co-Chairs were asked to report on the activities of each WGs.

- Prof. Katsuyuki Haneda reported about the activities carried out within WG1: Radio channels (Minutes\_WGs\_Lisbon, **DWG1-meeting-report\_Lisbon**).
- Prof. Claude Oestges reported about the activities carried out within DWG2: PHY layer (Minutes\_WGs\_Lisbon, **DWG2-meeting-report\_Lisbon**).
- Dr. Silvia Ruiz Boqué reported about the activities carried out within DWG3: Net layer (Minutes\_WGs\_Lisbon, **DWG3-meeting-report\_Lisbon**).



- Dr. Moray Rumney reported about the activities carried out within EWG-OTA: Over the air testing (Minutes\_WGs\_Lisbon, **EWG-OTA-meeting-report\_Lisbon**).

- Dr. Chiara Buratti reported about the activities carried out within EWG-IoT: Internet of things (Minutes\_WGs\_Lisbon, **EWG-IoT-meeting-report\_Lisbon**)

- Dr. Slawomir J. Ambroziak reported about the activities carried out within the new SEWG-IoT: Internet-of-Things for Health (Minutes\_WGs\_Lisbon, **EWG-IoT-meeting-report\_Lisbon**).

During the EWG-IoT report, Dr. Slawomir J. Ambroziak show the [website](#) that he created on testbed. After a discussion, the audience took the decision to insert the link on IRACON website. The platforms will be available for all COST IRACON partner at the same cost and/or conditions of the provider institution.

- Prof. Claude Oestges reported about the activities carried out within EWG-LT: Localisation and tracking (Minutes\_WGs\_Lisbon, **EWG-LT-meeting-report\_Lisbon**)

- Prof. Mark Beach reported about the activities carried out within EWG-RA: Radio Access (Minutes\_WGs\_Lisbon, **EWG-RA-meeting-slides\_Lisbon**).

During the meeting were collected the WGs attendance lists (**Annex 6**).

## 12. Report from Dissemination Manager

The Chair gave information on dissemination activities:

### ➤ **Leaflet**

- Goal: high-level introduction of the Action
  - ✓ Explains the key aspects of our activities
- Updated after each meeting
- Available at <http://www.iracon.org> under “Publications”

### ➤ **Newsletters**

- All issues available at <http://www.iracon.org> under “Publications”
- Number of downloads latest issue (26/01): 243
- Next issue to be expected in the beginning of March

### ➤ **Blog**

- To launch discussions and/or express views on matters dealt with within the Action
  - ✓ Possible blog posts include, but are not limited to: a short survey, a technical overview, a small tutorial, etc.
- Schedule ensuring (at least) a bi-monthly contribution
- Contributors: members of Steering Committee
- If you have an interesting contribution for the blog, contact Margot Deruyck

### ➤ **Social media**

- Facebook: [@CA15104](#)



- Twitter: [@IRACONAction](#)
- [Linkedin](#)
  - **Participation in COST corporate video**
  - Interview of young researchers (preferably living in Belgium, but not necessarily Belgian) who participated in COST Actions. The idea is that they explain how their participation in a COST Action helped them to develop their professional career
    - ✓ Evgenii Vinogradov (UCLouvain, BE), who has participated in COST IC1004 and IRACON, was interviewed
  - **COST Portugal initiative**
  - As described by Luis M. Correia during the plenary

### 13. Liaisons with International Bodies and Projects

The following liaisons have been established so far with international bodies, standards and projects:

- **3GPP** – Aki Hekkala
- **URSI** – Sana Salous
- **ITU-R** – Sana Salous and Belen Montenegro
- **H2020 METIS-II** – Narcis Cardona  
Prof. Cardona show the activity slides
- **H2020 mmMAGIC** – Mark Beach
- **H2020 5G X-haul** – Mark Beach  
Prof. Beach reported on these activities
- **IEEE 1900.6** – Konstantinos Katzis  
Dr. Karzis reported on this activity
- **EurAAP** – Claude Oestges
- **EURACON** – Roberto Verdone  
Prof. Verdone reported on this activity. In order to give the no-profit Association (EURACON) the possibility to survive and to support, in case of request, the organization of IRACON events for free, he asked the audience to become EURACON members.
- **WiBEC** – Narcis Cardona
- **5G initiative** – Fernando Velez

### 14. AOB

Prof. Oestges remembered the open calls for papers of interest:

- **IWCMC 2017** (13th International Wireless Communications and Mobile Computing Conference)



- ✓ June 26-30, 2017 (Valencia, ES)
- ✓ Submission deadline: Feb 15, 2017

• **New journal (EiC: Fernando Velez):** *Journal of Ambient Wireless Communications and Smart Environments* (AMBIENTCOM)

Prof. Velez presented the new Journal, open access and peer reviewed, titled *Journal of Ambient Wireless Communications and Smart Environments* (AMBIENTCOM).

• Special issue on IoT and Machine-Type Communications in **IEEE Communications Standards** magazine

To disseminate the Action, Prof. Narcis Cardona asked to contribute to a series of papers on IoT and Machine-Type Communications in the recently created IEEE Communications Standards magazine. The Vice-Chair reported on the status of the call:

- ✓ Extended deadline: Feb 16, 2017
- ✓ Those interested should declare their intention, sending a title and abstract to Narcis Cardona by Feb 7, 2017

## 15. Close of Meeting

The Action Points to be performed after the end of the *3rd Management Committee and 3<sup>rd</sup> Technical Meeting* were reminded to the audience by the Chairman:

AP	WHAT	WHO	WHOM	WHEN
4/1	Submit reimbursement forms	Those entitled to	<b>e-cost</b>	March 1
4/2	Send Minutes of Group Meetings	Group Chairs	Chair + Secretary	March 1
4/3	Send STSM Applic.	Those interested	e-cost + Training Chair	March 1 Open call
4/4	Send list of research groups/PhD schools	MC	Secretary	March 1
4/5	Send WG reports for D1	Group Chairs	Chair + ViceChair	April 1
4/6	Apply for ECI Rep	ECIs	Chair + Secretary	May 1





4/7	Register to 4th MCM	Attendees	Website	May 10
4/8	Request TD number	Authors	Website	May 10
4/9	Submit TD	Authors	Website	May 20

Prof. Claude Oestges closed the meeting by thanking Prof. Luis M. Correia and all his team for hosting the meeting and all attendees.

### **List of attachments**

#### **List of Annexes**

- Annex 1- Agenda
- Annex 2- List of persons entitled for reimbursement
- Annex 3- TDs list Lisbon
- Annex 4- TDs Schedule Lisbon
- Annex 5- Attendance lists Lisbon
- Annex 6- Attendance lists WGs Lisbon
- Annex 7- Attendance list Tutorial Lisbon
- Annex 8- CSIR motivation letter

### **Minutes\_WGs\_Lisbon**

- DWG1 meeting report Lisbon
- DWG2 meeting report Lisbon
- DWG3 meeting report Lisbon
- EWG meeting report Lisbon
- EWG-LT meeting report Lisbon
- EWG-OTA meeting report Lisbon
- EWG-RA meeting report Lisbon