
Minutes
Advanced Television Systems Committee, Inc.
Board of Directors Meeting
NAB, 1771 N Street, NW, Washington, DC
December 18, 2002

1. Call to Order; Determination of Quorum; Approval of Agenda

Phil Livingston called the meeting to order at 10:07 AM at the headquarters of the National Association of Broadcasters, 1771 N Street, NW, Washington, DC. The attendees and phone participants introduced themselves. The Attendance List is (**Attachment 1**). A quorum was determined. The agenda (**Attachment 2**) was approved.

2. Opening Comments

Phil Livingston welcomed the attendees.

3. Consideration of the Draft Minutes of October 21, 2002

The Board approved the draft Minutes of the Board meeting on October 21, 2002.

4. Report of the President

a) Membership Report

Mr. Richer presented the membership report (**Attachment 3**). Mr. Richer added that applications had just been received from Video Communications, Inc. and from Interactive Studio Management.

b) Status of Letter Ballots

Mr. Richer reported the status of letter ballots (**Attachment 4**).

c) Financial Report

Mr. Richer gave the financial report for 2002 as of the end of November (**Attachment 5**). Mr. Richer reported that dues income was higher than the amount in the approved budget. Regarding expenses, he reported that professional fees may be lower, but an unanticipated audit for DC sales/use tax was received and several thousand dollars had to be paid primarily for use of the conferencing service. Mr. Richer said that next year we should explore tax-exempt status. He reported that invoices for 2003 had been sent to the membership with payment due January 31. Discussion followed with suggestions to propose and approve budgets earlier to alert members if a dues increase is necessary and to also issue invoices earlier.

e) Other

Mr. Richer noted that the Board would need to elect vice-chairs at the January board meeting.

Mr. Richer reported that the December issue of the ATSC newsletter would soon be published. He thanked Decisionmark, Harris, Rohde & Schwarz, Tandberg Television, Turner Engineering, and Zenith for sponsoring the issue and noted that most had taken advantage of the special sponsorship of all issues in 2003.

5. Budget and Finance Committee

Lynn Claudy, chair of the Budget and Finance Committee reported that the budget had been approved by the membership.

6. Nominating Committee

Jay Adrick, chair of the Nominating Committee, gave a report (**Attachment 6**). He said that twelve candidates had been nominated for the four Board seats, and the group selected seven of those individuals for ballot with the option to allow write-in votes. He said the group unanimously nominated Phil Livingston to chair the Board for another year.

7. Membership Committee

Jay Adrick, chair of the Membership Committee, reported that informal discussions had taken place among members of the Committee to address the issue of membership for individual stations of station groups. The committee will present at least one recommendation at the January Board meeting.

8. Report of the Technology Group

Ralph Justus reported on the status of T3 activities (**Attachment 7**) prepared by Jerry Whitaker. The last meeting was held December 2. He reported specifically on two specialist groups. The T3/S10 "Receivers" was activated with John Henderson of Hitachi to chair. Also, T3/S1 "PSIP Metadata Communications" was formed to address the issues from the recent IS Finding. Graham Jones of NAB will chair. It was suggested that target completion dates for T3 work efforts be included in future reports to the Board. Mr. Justus agreed and said he would develop such a plan for 2003 for T3 and its specialist groups by their next meeting in March.

9. Report of the Implementation Subcommittee

Mr. Allison reported on the status of IS activities (**Attachment 8**). Mr. Allison reported that there is still an opening for RF Working Group chair. Mr. Allison added that Jerry Whitaker had contributed significantly with IS education efforts through articles and seminars.

10. Report of the Applications Subcommittee

Andy Bater, Tribune, presented an oral report on behalf of Ira Goldstone, AS Chair. He said that the AS had met the previous day. The meeting focused on the topic of a Emergency Alert System (EAS) for DTV. He reported that Barry Hobbs, Tandberg Television, had given a presentation on their efforts to develop a digital EAS in Kentucky. He said AS also discussed the related SCTE standard for cable, and what and how to deal with EAS information on legacy receivers, satellite signals, etc. It was agreed that ATSC should coordinate its efforts with the Media Security and Reliability Council (MSRC). At the next AS meeting, a paper would be developed about potential ATSC work in this area. ATSC would specifically look at the emission protocols. A written report from AS was requested. Mr. Richer suggested that the draft AS Minutes of December 17 be sent to the Board instead.

11. DASE/OCAP

Mr. Richer reported that a very productive three day meeting took place last week at Microsoft to harmonize DASE and OCAP. He said that it was well attended by ATSC, OCAP and MPH experts coming from the US, Europe, and Korea. He added that the chairs of S8, S16, and S17 are attending, participating and keeping their respective groups informed. Mr. Richer said that he is chairing the meetings and that the group is aggressively working to have a draft done and to T3 by the March 12 meeting. Mr. Richer noted that part of the signed agreement is for DVB to adopt the DASE declarative application (DA) while ATSC is to adopt references DVB's GEM's specification. Ulrich Reimers, DVB, has invited Mr. Richer to attend DVB's January Technical

Modular meeting in Geneva. Mr. Richer noted that many companies that participate in ATSC and DVB are involved and suggested that our representatives show strong support of this harmonization effort. He said that he expected both DA and PA would end up being considered by the ITU. It was suggested that the ITU Joint Rappatour Group be kept informed of the on-going harmonization efforts. The next technical harmonization meeting will be in February at CEA in Arlington, VA.

12. CEA Compliance of DASE

Mr. Justus reported that CEA has been communicating with Sun and Unisoft and will have groundwork in place once the harmonization details are finalized. Discussion followed on the benefits of testing to drive broadcaster confidence. It was suggested that technology trials and expanded demonstrations would help elicit interest and confidence. At the January Board meeting recommendations of possible actions for ATSC, CEA, and NAB after harmonization should be discussed.

13. Goals 2002

Mr. Richer made a presentation on the status of the Goals for 2002, which will be posted to the Board reflector after the meeting. There was no discussion.

14. Goals 2003

Brian Smith has agreed to chair the Goals Committee again. He asked that suggestions from the Board and Committee chairs should be sent to him with a copy to Mr. Richer.

15. Board Process

Lynn Claudy brought before the Board the issue of voting when a Director cannot attend a meeting. He suggested that important votes could be delayed in an effort to reach the absent director, or that a proxy be given. It was noted that DC law prohibits proxy voting. Since JCIC members are allowed to appoint their representative Director, then prior to a meeting where the current director is unable to attend then another employee could be named the Director and cast that organization's votes. Another alternative would be to have the Board consider a vote by letter ballot instead of voting during the meeting.

16. 2003 Annual Meeting

Mr. Richer reported that plans are underway for the annual meeting in March with several tentative speakers lined up such as Nancy Victory, Assistant Secretary of Commerce as the keynote, and Richard Green of CableLabs. He said the focus would be on HDTV programming and technology with brief updates from Canada, Korea, Mexico, etc. He will post to the Board reflector a draft agenda with panel and speaker openings. He stressed the need for Board member participation in the planning of this meeting.

17. Executive Session

No Executive Session was held.

18. Other Business

Mr. Justus reminded the group of CES next month.

Mr. Adrick reported how Cincinnati has become an official DTV Zone with all six stations in that 36th market on the air. He said that the area's consumer electronics retailers are committed to using over-the-air DTV signals for their displays.

Michael McEwen, CDTV, said that the Canadian regulatory agency had the licensing framework in place and that they are about to determine distribution rules such as must-carry in February or March. He added that stations on the Canada/US border are getting underway.

19. Adjournment

The next Board meeting will be January 30 in Florida. The meeting was adjourned at 1:10 PM.

Attachments

- Attachment 1: Attendance list
- Attachment 2: Draft agenda
- Attachment 3: ATSC Membership report
- Attachment 4: Letter Ballot report
- Attachment 5: Financial report
- Attachment 6: Nominating Committee report
- Attachment 7: T3 report
- Attachment 8: IS report

**ATSC Board of Directors Meeting
Attendance List
December 18, 2002**

Board Members Present

Jay Adrick, Harris
Ed Caleca, PBS
Lynn Claudy, NAB
Joe Flaherty, CBS
Tom Hankinson, ABC
Michael Isnardi, IEEE*
Ralph Justus, CEA
Phil Livingston, Panasonic
Wayne Luplow, Zenith
Michael McEwen, CDTV
Sam Narasimhan, Motorola
Brian Smith, Philips
Victor Tawil, MSTV

Board Members Absent

Wendell Bailey, NBC
Bill Check, NCTA
Ira Goldstone, Tribune
Bob Plummer, DirecTV
Peter Symes, SMPTE

ATSC Members and Guests

ATSC President	Mark Richer
ATSC Communications Director	Christy Kehlbeck
ATSC Technical Director	Jerry Whitaker*
ATSC IS Chairman	Art Allison
Cox Broadcasting	Sterling Davis
CRC	Yiyan Wu
Echostar	William Beals
Rohde& Schwarz	Rudy Niznansky
Samsung	C.B. Patel
Tribune	Andy Bater
Warner Bros	Wendy Aylsworth

Draft Agenda
Advanced Television Systems Committee, Inc.
Board of Directors Meeting
December 18, 2002
10:00 AM to 3:30 PM

National Association of Broadcasters (NAB)
1771 N Street NW,
Washington, DC

1. Call to Order; Determination of Quorum; Approval of Agenda
2. Opening Comments (P. Livingston)
3. Consideration of Draft Minutes of October 21, 2002 Meeting
4. Report of the President (M. Richer)
 - a. Membership Report
 - b. Status of Letter Ballots
 - c. Financial Report
 - d. Other
5. Budget & Finance Committee (L. Claudy)
6. Nominating Committee (J. Adrick)
7. Membership Committee (J. Adrick)
8. T3 Report (R. Justus)
9. IS Report (A. Allison)
10. AS Report (I. Goldstone)
11. DASE
 - a. Harmonization with OCAP (M. Richer)
 - b. CEA Progress on Compliance (R. Justus)
12. Goals
 - a. Review 2002 Goals and Accomplishments
 - b. Discuss 2003 Goals
13. Board Decision Making Process/Director Participation (L. Claudy)
14. 2003 Annual Meeting
15. Executive Session
16. Other Business
17. Schedule of Future Board Meetings
18. Adjournment

Letter Ballot Status

Letter Ballot Description	Results	Status
ATSC Ballots:		
Proposed Budget 2003	29 yes, 2 no, 3 abs	approved November 28, 2002
Membership Terminations for:		
Global Technologies, Global Telemann, KSAI Electronics, Skyworth, Telos	27 yes, 0 no, 2 abs	approved November 29, 2002
Board of Directors for 2003-2004		closes December 20, 2002
T3 Ballots:		
(Candidate Standard) Synchronization Standard for Distributed Transmission	11 yes, 8 no, 6 abs	approved November 21, 2002
Editorial Privilege	14 yes, 4 no, 7 abs	under comment review

ATSC, Inc.
2002 Financial Report as of 11-30-02

	2002 Budget	Jan 1 - Nov 30 Actual	Projection
REVENUE			
Membership Dues	\$ 925,000	\$ 929,833	\$ 931,433
Seminar Revenue	\$ 64,800	\$ 33,214	\$ 33,214
Interest Income	\$ 22,000	\$ 8,583	\$ 9,135
Meeting Sponsorships	\$ 3,000	\$ 4,000	\$ 4,000
Newsletter Sponsorships		\$ 3,000	\$ 3,500
TOTAL REVENUE	\$ 1,014,800	\$ 978,629	\$ 981,281
EXPENSE			
Program Services:			
Seminars	\$ 60,420	\$ 15,322	\$ 15,322
ATTC Dues	\$ 50,000	\$ 50,000	\$ 50,000
Seed Funding for "ATSC Forum"	\$ 100,000	\$ 108,000	\$ 108,000
Total Program Services:	\$ 210,420	\$ 173,322	\$ 173,322
Management & General:			
Salaries & Benefits	\$ 622,766	\$ 569,099	\$ 625,937
Professional Fees	\$ 36,960	\$ 10,639	\$ 22,089
Travel & Business	\$ 48,950	\$ 42,897	\$ 46,161
Rent	\$ 47,765	\$ 41,558	\$ 45,388
Telephone & Internet	\$ 27,502	\$ 27,003	\$ 29,131
Duplication & Printing	\$ 14,200	\$ 12,515	\$ 13,283
Office Supplies & Equipment	\$ 12,600	\$ 7,086	\$ 11,000
Insurance	\$ 13,125	\$ 8,274	\$ 8,274
Postage & Shipping	\$ 3,600	\$ 1,083	\$ 1,683
Newsletter	\$ 26,800	\$ 21,567	\$ 29,567
Meetings	\$ 19,100	\$ 17,463	\$ 17,863
Other	\$ 5,400	\$ 9,260	\$ 9,510
Total Management & General:	\$ 878,768	\$ 768,445	\$ 859,886
GRAND TOTAL EXPENSES	\$ 1,089,188	\$ 941,767	\$ 1,033,208
ESTIMATED NET INCOME	(\$74,388)	\$	(51,926)

**ATSC Nominating Committee
Status Report
December 18, 2002**

The members of the ATSC Nominating Committee are:

<i>Lynn Claudy</i>	<i>NAB</i>
<i>William Check</i>	<i>NCTA</i>
<i>Peter Symes</i>	<i>SMPTE</i>
<i>Ralph Justus</i>	<i>CEA</i>
<i>Michael Isnardi</i>	<i>IEEE</i>
<i>Jay Adrick (chair)</i>	<i>Harris</i>
<i>Brian Smith</i>	<i>Philips</i>
<i>Michael McEwen</i>	<i>CDTV</i>
<i>Wendy Aylsworth</i>	<i>Warner Brothers</i>
<i>Ed Barrett</i>	<i>Sony</i>
<i>Lou Libin</i>	<i>Wow-TV</i>

On October 22, 2002, the Nominating Committee issued a "Call for Nominations" to the voting members of ATSC. The call for nominations remained open until the 5 PM EST November 8, 2002. By the close of the nominating period, twelve candidate names had been received via the e-mail submittal process. Each candidate was asked to provide the Nominating Committee with a biographical summary of his or her industry activity.

The Nominating Committee originally scheduled a meeting on Friday November 15, 2002 for the purpose of reviewing and finalizing the candidates for nomination. That meeting was rescheduled to November 18, 2002 due to travel conflicts. The committee was faced with the task of reducing the slate of potential candidates down to a maximum of eight based on the nominating rules of the ATSC. In the course of discussing the process, the committee unanimously decided to limit the number of selected candidates to seven. This would allow for the opportunity to add a write-in candidate while still keeping the overall slate within the limit of eight.

Each candidate was reviewed and discussed based on the provided bio and committee knowledge of the individual. The committee also took into consideration the need for balance across the various industry segments that make up the ATSC membership.

At the end of the selection process, the committee placed the following names on the ballot for election to the ATSC Board seats that will open in 2003:

<i>Pat Whittingham</i>	<i>Sony Corporation</i>
<i>Bob Rast</i>	<i>Linx Corporation</i>
<i>Michael McEwen</i>	<i>CDTV</i>
<i>Wayne Luplow</i>	<i>Zenith Corporation</i>
<i>Sterling Davis</i>	<i>Cox Broadcasting</i>
<i>Rudy Nizansky</i>	<i>Rohde & Schwarz</i>
<i>Victor Tawil</i>	<i>MSTV</i>

During the course of the next two days, the Nominating Committee informally discussed the possibility of putting an official write-in slot on the ballot. There was much consideration and discussion of the fact that there was a high level of demonstrated interest by members in serving ATSC as board members. A final decision was reached that resulted in adding a write-in slot to the official ballot.

Respectfully submitted

Jay Adrick
Chairman ATSC Nominating Committee

Technology Group on Distribution: Report to Board

1. OVERVIEW

This document summarizes the actions taken at the most recent meeting of the Technology Group on Distribution, which was held on December 2, 2002, in Los Angeles.

2. NEW WORK ITEMS

Specialists Group T3/S10, chaired by John Henderson (Hitachi) has been directed to work on the Advanced Television Test Center proposal, "Minimum Target Performance for DTV Receivers." Mr. Henderson will post a note to the T3 reflector giving notice of this work and encouraging interested parties to participate.

Based on a recommendation by the Implementation Subcommittee, specialists group T3/S1 has been formed to address the issue of PSIP metadata communication. Development of a standard was one of the recommendations contained in the IS Finding "Assessment of Data Content and Delivery for Control of the Digital Broadcast Transport Stream and PSIP Generation." SMPTE deferred to ATSC on this issue. T3/S1 will be chaired by Graham Jones.

3. ARCHITECTURAL TEAM

At the October 8 meeting of T3, the Architecture Team was given an action item to address the question, "What types of documents should be allowed for normative references?" This exercise also included an audit of existing and draft ATSC Standards for compliance with a set of stated criteria. Some discrepancies were found during the audit, and work to resolve those issues was parceled out to specialists groups T3/S8 and T3/S13. Additional work was identified to refine the preliminary recommendations of the Architecture Team.

Another action item given to the Architecture Team at the October 8 meeting concerned the question, "What is the best documentation strategy for the proposed Robust Mode of transmission being considered by T3/S9?" The Architecture Team developed draft wording for a suggested division of responsibilities; the specialists groups involved are T3/S6, T3/S8, and T3/S13. Among the recommendations was that the Robust Mode standard(s) should eventually proceed forward as a Candidate Standard, and that no amendment to implement the Robust Mode should advance beyond Candidate Standard until all elements that make up the service reach Candidate Standard status. The Team also suggested the need for a new T3 level ad-hoc group to draft an Implementation Guide on Robust Mode operation, and a Recommended Practice on Robust Mode-only service. This AHG was formed at the December 2 meeting, and a chair for the group is being sought.

4. SPECIALISTS GROUPS

4.1 T3/S6, Video/Audio Coding

- **RFI on Coding for Robust Transport.** T3 has approved a Request for Information (RFI) soliciting technologies that can facilitate the development of services which require very efficient video and audio compression. The document was released on December 13, 2002.
- **Emergency Audio.** T3/S6 has been directed to examine the work required to place emergency audio information in any and all full-services that are broadcast. The specialists group was also directed to delay taking action with regard to the E Service

itself until the Applications Subcommittee has had an opportunity to consider the broad question of emergency service to the public.

4.2 T3/S8, Data Multiplex/Transport

- **Working Draft A/65B.** T3 elevated the full revision of the PSIP Standard to Proposed Standard status, clearing the way for a vote of the full ATSC membership.
- **Amendment 2 to A/53B.** Following resolution of T3 ballot comments, which resulted in substantive changes, Amendment 2 to A/53B was approved for a re-ballot of T3.
- **Content Identification and Labeling.** Following resolution of T3 ballot comments, which resulted in substantive changes, the Content Identification specification was approved for a re-ballot of T3.

4.3 T3/S9, RF Transmission

- **Testing Status.** All laboratory testing has been completed, and field testing in the Washington, D.C. area has been completed. Field tests are underway in New Haven, CT. The data collection process is nearly complete and analysis is well underway. A report to T3/S9 is due from VETC on December 17.
- **A/53B Drafting Work.** Progress is being made on drafting proposed language for specifying a Robust Mode of operation. Regular conference calls will resume shortly to facilitate this work, which will also include proposed language for enhanced training sequences.

4.4 T3/S13, Data Broadcast

- **Transport Stream File System.** All comments received during the T3 ballot of the Transport Stream File System specification have been addressed, and all changes appear to be editorial in nature. Following a specified comment period, the document will—with the approval of the ATSC President in consultation with the chair of T3—move to a vote of the full membership.
- **A/90 Revision.** Work is underway to develop a full revision of A/90, the Data Broadcast Standard. A Working Draft A/90A is expected to be ready for consideration by T3 at its March meeting.

4.5 T3/S14A, Satellite Broadcast

- **DTH Satellite Broadcast.** T3 has approved for ballot the Working Draft Direct-to-Home Satellite Broadcast Standard, following resolution of specified outstanding issues.

4.6 T3/S16, Transactional Services

- **Drafting Work.** T3/S16 continues to meet periodically to define a series of core protocols that will enable ATSC receivers to communicate with remote servers, establish secure channels, and exchange data for transactions. The specialists group hopes to bring a Working Draft document to T3 for consideration early next year.

4.7 T3/S17, DASE

- **DASE-1.** The DASE-1 suite of standards has been published on the ATSC Web site as an “Approved Proposed Standard.” Progress is also being made on DASE-2, with regular meetings addressing a range of issues.

5. NEXT MEETING

The next meeting of the Technology Group on Distribution will be held on March 12, 2003.

ATSC ATV Implementation Subcommittee [IS] December 2002 Report to ATSC Board of Directors

Co-chairmen for the Field Implementation Working Group have been located. Ralph Justus and Tom Gurley have accepted the charge to re-invigorate the investigations into the receiver and cable system implementation issues.

The ATSC Implementation Subcommittee last met on Thursday, 14 November 2002, at NAB Headquarters in Washington, D.C.

Mark Richer reported on a recent meeting between representatives of ATSC and CableLabs concerning the harmonization of DASE and OCAP.

He reported that the DTV seminars in Canada and Mexico were extremely successful, with a great deal of interest being expressed in DASE at both seminars. At CES in January, there will be a short session on DASE. The Hollywood Post Alliance Technology Retreat will also have sessions on DASE and data broadcasting.

The Closed Captioning Working Group (CCWG) has not been active in the past year.

The PSIP Working Group (PSIPWG) completed the additional tasks assigned by the IS and reported that IS suggested that T3 should undertake development of a standard that incorporates the IS findings, coordinated with the SMPTE metadata dictionary and KLV. (This was subsequently done, see T3 report.)

The absence of a chair has slowed work by the RF Issues Working Group (RFGW), but the IS is making progress. CB Patel contributed a guide to the use of the link budget spreadsheet link budget spreadsheet, and the IS discussed it. The actual spreadsheet needs some small changes.

Education and Training Ad Hoc Group is arranging a schedule of magazine articles for 2003. A document summarizing the work underway, scopes, etc. of T3 and IS subcommittees and working groups and the Applications Subcommittee was developed with help of the chairs of those groups.

There will be one additional article in the SBE newsletter this year, on data broadcasting. The final Ennes Workshop of the year was held in Boston, featuring a session on data broadcasting and an ATSC activities overview. There was an ATSC session at the SMPTE Fall Conference in Pasadena. There will be an all-day session at the Technical Retreat on February 5, 2003, discussing data broadcasting in the morning and DASE in the afternoon. The psip.org website is up and running now, but not yet in final form. It contains an overview of PSIP, a broadcaster's guide to PSIP, the A/65A standard, the IS findings related to PSIP, and links to DTV FAQ, the Standards Map, etc.

The Standards Indexing and Access Ad Hoc Group has published a web resource showing known standards related to DTV.

The Systems Evaluation Working Group (SEWG) continues to be very active and is addressing *Multichannel Audio Program Delivery Specification* other audio-related documents (which were also discussed in some depth at the last IS meeting).

The Directed Channel Change AHG is poised to resume work with a recommended approach on how to proceed by the next (March 2003) IS meeting.

The next IS meeting in March 2003, has an agenda item and presentations are being invited on the need for, and the pros and cons of, an ATSC conformance testing regime.