[Secretary’s Note: Action Items 2003/10-01 through 2003/10-04 were issued at the October 7 teleconference meeting of the Organizational Partners. The October 21 2003 meeting begins with the recording of action item 2003/10-05. Similarly, decision 2003/10-01 was recorded at this same teleconference meeting. The October 21 2003 OP meeting begins with the recording of Decision 2003/10-02.]

1. Opening

The meeting was opened at 9:45am by Mr. Masaaki Koga (TTC). Mr. Koga welcomed participants to Kobe.

2. Attendance

The Chair recognized the Delegations and Guests at the table, noting the regrettable absence of CCSA.

3. Approval of the agenda

Delegations were asked to review the agenda contained in contribution OP-20031021-001r2. There were no questions for clarification and no objection to approving the agenda as presented.

During the course of the meeting, a New Business item regarding a proposed SC/OP meeting in India was brought to the attention of the Organizational Partners, resulting in an amendment to the agenda. The final agenda is logged as OP-20031021-001r3.

4. Contribution Assignment and Status

The Secretary presented the contributions for the meeting as contained in contribution OP-20031021-000. No additional contributions were presented.
5. Approval of previous meeting summary

The Chair invited Delegations to review the summary of the previous meeting held on October 7 2003, contained in contribution **OP-20031021-003**. No comments were noted. The Organizational Partners approved the report of the last meeting as presented.

**DECISION 2003/10-02**
The Organizational Partners approve the summary of the October 7 meeting as contained in contribution **OP-20031021-003**.

6. Steering Committee Chairman’s Report

The Steering Committee Chair provided a summary of the previous day’s Steering Committee meeting. A number of items were brought to the attention of the Organizational Partners as follows:

- *The SC Chair is to bring to the attention of the Organizational Partners the issue of scheduling meetings as noted in Article 31 of the Working Procedures Document to request guidance on whether the WPD should be modified.*

  It was recommended that the Working Procedures Ad Hoc be remanded this item to consider and bring its conclusions to the Organizational Partners.

**ACTION 2003/10-05**
The Working Procedures Ad Hoc is directed to consider the proposed amendment to the WPD by TSG-X and to bring its findings to the Organizational Partners.

- *The SC Chair is to bring to the attention of the Organizational Partners the issue of the 3GPP2 relationship to ITU-T SG16.*

  The TTC Head of Delegation noted that Article 51 of the Working Procedures Document notes that contributions into the ITU are conducted by individual members and that 3GPP2 as an organization does not contribute directly to the ITU.

  It was noted by the SC Chair that in the case of the All IP Network Architecture Model (NAM), 3GPP2 input is not reaching its intended destination. The TIA Head of Delegation suggested that TSG-X or TSG-S might identify an individual member that might be willing to carry the 3GPP2 input into ITU-T SG16. The Chair opened this item for consideration by the Organizational Partners. There was no objection.
ACTION 2003/10-06
The SC Chair took an action to identify a candidate who might deliver 3GPP2 documentation into ITU-T SG16.

- The SC Chair is to bring to the attention of the Organizational Partners the subject of referencing documents in 3GPP2 specifications and reports.

It was noted that the Working Procedures Ad Hoc might undertake to consider this issue since the Ad Hoc is planning to meet in early November.

ACTION 2003/10-07
The Working Procedures Ad Hoc directed to consider codification of a 3GPP2 policy for referencing documents.

- The SC Chair is to urge the Organizational Partners to complete discussions concerning the mechanism for approving SC-level documents.

It was noted that the Organizational Partners have begun discussions on the mechanism that might be put into place concerning the SC-level document library and that this item is projected to be closed in the November time-frame.

It was also noted that the output of the WPD Ad Hoc would be delivered to the Organizational Partners via e-mail for approval. In the event that comments are submitted, a conference call of the Organizational Partners will be convened to address and resolve the comments.

7. Finance

7.1 Report from OP Finance Oversight Committee

Mr. Girish Patel, OP Finance Oversight Committee Chair, presented the report of Finance Committee activities, noting the request to the Organizational Partners to approve the 2004 3GPP2 budget.

It was noted as part of the report that Dan Bart of TIA has been requested to participate in the 3GPP2/OMA Workshop taking place in Maui on December 13. It was requested that the Organizational Partners endorse Dan Bart’s participation at the workshop as 3GPP2 advisor and consequently fund his expenses from the 3GPP2 budget. There was no objection to the proposal.

DECISION 2003/10-03
The Organizational Partners endorse Dan Bart’s participation in the 3GPP2/OMA workshop on December 13 2003 as 3GPP2 advisor, and approve the funding of Mr. Bart’s expenses from the 3GPP2 budget.
7.2 2003 Third Quarter Statement

Deferred. To be distributed via e-mail.

7.3 2004 Budget

The Organizational Partners considered the proposed 2004 budget contained in contribution **OP-20031020-004r1**.

TTC noted the increase in meeting costs given the publications process guidelines currently under consideration, noting that this might impact colocation with TIA committees. There was general agreement that this item would be monitored on an on-going basis given that all projected expenses are subject to modification given the implementation of the new policy.

**DECISION 2003/10-04**

The Organizational Partners approve the 2004 3GPP2 budget as noted in contribution **OP-20031020-004r1**.

The Finance Chair noted the current mechanism for assessing the variable portion of the 3GPP2 funding agreement whereby the Secretariat notes the number of members in place as of December 1 and automatically assigns these values to the following year’s funding agreement. It was recommended that this mechanism be modified and that each Organizational Partner provide a count of members to be in place for the following calendar year by January 1. There was no objection to the proposal.

**DECISION 2003/10-05**

The Organizational Partners agree that each Organizational Partner SDO is to submit to the Secretariat its number of 3GPP2 Individual Member companies as of January 1 and that these values will be used to determine the variable portion of the year’s 3GPP2 funding agreement.

**ACTION 2003/10-08**

The Secretariat is directed to request each Organizational Partner’s list of Individual Member companies in place as of January 1 for the purposes of assessing the variable portion of the 3GPP2 funding agreement.

8. Working Procedures

8.1 Report from the WPD ad hoc

It was noted that the Working Procedures Ad Hoc has not met since the May 2003 OP meeting but that its agenda of items to discuss is growing. Consequently, a series of WPD Ad Hoc meetings is to be called in
November to address the open items.

8.2 Recommendation for WPD Modification

It was noted that an open item currently under consideration by the Working Procedures Ad Hoc (via e-mail correspondence) involves a recommendation from TIA to add text to Article 25 of the Working Procedures Document (WPD) in light of the impending approval of the revised 3GPP2 publications process being addressed by the Project Management Team (PMT).

It was noted that a comment had been submitted regarding this item recommending that the Ad Hoc consider it in detail, and that the current plan is to discuss it in detail during the Ad Hoc’s upcoming meetings before providing a recommendation to the Organizational Partners.

9. Old Business

It was noted that no Old Business items are currently featured on the Organizational Partners’ agenda given the successful closure of a number of open items during teleconference meetings held between the May 2003 and October 2003 face-to-face OP meetings. The TIA Head of Delegation was thanked for convening the teleconference meetings and chairing the discussions.

10. New Business

10.1 3GPP2 SC/OP Meeting in India

It was recommended that the Secretariat explore the possibility of holding a 3GPP2 SC/OP meeting in India. It was noted that the 2004 calendar is nearly 100% contracted and that the India meeting might take place early 2005.

11. Assignments for Next Meeting

**ACTION 2003/10-05**

The Working Procedures Ad Hoc is directed to consider the proposed amendment to the WPD by TSG-X and to bring its findings to the Organizational Partners.

**ACTION 2003/10-06**

The SC Chair took an action to identify a candidate who might deliver 3GPP2 documentation into ITU-T SG16.

**ACTION 2003/10-07**

The Working Procedures Ad Hoc directed to consider codification of a 3GPP2 policy for referencing documents.
ACTION 2003/10-08

The Secretariat is directed to request each Organizational Partner’s list of Individual Member companies in place as of January 1 for the purposes of assessing the variable portion of the 3GPP2 funding agreement.

12. Date of Next Meeting

It was noted that the next face-to-face meeting of the Organizational Partners is scheduled for February 17, 2003 in Seoul, Korea and that the meeting notice for this meeting is available on-line at http://www.3gpp2.org

13. Adjournment

There being no further business, the meeting was adjourned at 11:00am.