

SDECom Minutes March 16 and 18, 2015

IEEE EMC Society Standards Development and Education Committee
Draft (SDECom) Minutes
March 16, 2015 8:00 AM – 11:00 AM PDT
March 18, 2015 7:30 AM – 9:00 AM PDT
Santa Clara, CA USA

Chair: Alistair Duffy apd@dmu.ac.uk
Vice Chair: Craig Fanning cfanning@elitetest.com
Secretary: Ghery Pettit ghery.pettit@intel.com

1. Attendees (March 16)

SDECom members

Alistair Duffy Ghery Pettit Don Sweeney Bob Scully Craig Fanning
Ed Hare Don Heirman Liuji Koga Colin Brench
John Norgard Dan Hoolihan Kimball Williams

Guests

Nathaniel Peachey Christian Brull Bob Hofmann Tom Braxton
Carlos Sartori Aaron Cohen David Inman Shirish Shah

2. Approval of Agenda

The meeting was called to order at 8:16 am and the proposed agenda was approved with no changes.

GENERAL ITEMS TO NOTE

3. Show IEEE Patent slides

To ensure that all attendees of the meeting are aware of obligations and expectations under IEEE rules these slides will be sent to all SDECom members.

Commented [DH1]: Action for secretary

ADMINISTRATIVE ITEMS FOR ACTION

4. Standards Booth

Setup of the booth was performed Monday afternoon. Members of SDECom are asked to man the booth when possible, especially during the breaks. Tuesday and Wednesday at 10:30 am and 3 pm and Thursday at 10:30 am. It was noted that SDECom would be raffling off a tablet PC during the afternoon break on Wednesday and that to win the person drawn must be present, or another card would be drawn.

5. Minutes of the Previous Meeting

SDECom Minutes March 16 and 18, 2015

The minutes of the November 16, 2014 meeting was approved.

6. Actions from the previous meeting

The following action items were noted in the minutes of the November meeting:

6. Alistair Duffy. Working group meetings are likely to be held in Dresden in August. Don Heirman is to forward the meeting room request form. Don's action is complete.

9.1 John Norgard. John Norgard is to provide a proposal by the end of January for a formal process for determining SDECom positions on votes within ASC C63 on standards and distribution of information needed in determining these positions. This work is not complete

9.1 Craig Fanning. Craig Fanning is to secure space on the SDECom web site to post ASC C63 information. This action is not complete.

9.2 Louanne Devine. Louanne Devine is to provide a sample website to SDECom by December 12, 2014. Not complete, we need a new person as Louanne is out on maternity leave.

10. Ed Hare is to send the current P&P document to all SDECom members by 11/24/2014. Complete

Ed Hare, Alistair Duffy, Don Heirman and Ghery Pettit are to review the P&P document against new IEEE requirements and report back at the next SDECom meeting. In progress.

Ed Hare to put the effective date of each member's membership in SDECom on the list. Open

Alistair Duffy to update SDECom mailing list administrator status to re-include Ed Hare. Complete

All members of SDECom are to send a copy of their current resume to Ed Hare. Open

11. Alistair to contact Larry Cohen for a status report on Std 377-1980. Open

Fred Heather to send Ghery Pettit the name of the correct chair for work on Std 473-1985. Open

Alistair to follow up with TC7 for status on Std 1140-1994.

Alistair is to chair the working group for updating Std 1597.1-2008. Open

13.1 Alistair to contact TC2 about starting work on a study group to look at the proposal to study how to perform shielding measurements on shielded bags/pouches. The work should potentially be performed in TC2. Open

13.2 Alistair to continue discussions with IET on understanding the scope of work on a functional safety standard. We need an agreement with IET for joint work and we need to understand if this is "risk management" vs. "safety" work.

7. Status of standards

Std 1642 is approved

P1688 had the wrong version sent for voting. This will be sent out again for a 10 day recirculation ballot.

Std 187-2003. Dave Traver is putting a committee together to revise this standard. His report...

Commented [DH2]: Was this to be an attachment or just say that a report was in process. In fact John Norgard has the report as Dave took advantage of the travel grant and part of the requirement was to write a short report on what happened. This should be captured in the minutes as it is a short report.

SDECom Minutes March 16 and 18, 2015

Std 377-1980. A working group was scheduled to convene the afternoon of March 16. The standard presently calls out obsolete test equipment. It needs to be updated or deleted. It may not still be needed. Ed Hare is to report back on the 18th.

Std 1128-1998. Alistair Duffy is to find a chair for work on this standard.

Std 1140-1994. Alistair Duffy is to follow up on this standard.

Std 1302-2008. Johan Catryse and Davey Pissoort are the Chair/Vice Chair of this work. They have 20 members of their group working to raise the upper frequency for this standard to 40 GHz. AR - A written report from Christian Brull is needed.

Std 1597.1-2008. A PAR is to be prepared to be agreed by the end of the Dresden meetings in August.

Std 299. No communications have been received from Maria Sabrina Sarto about this standard. An AR was assigned to Alistair to contact Maria and Andy Marvin for status on this standard.

7.1 A need for a standardized report form for reports from the working groups on standards work was identified. It was suggested that this form might be modeled on the form used by SACCom. After the break, Ed Hare provided the old form. There is a need to add a block for items needing SDECom support. Change "Minutes filed?" to "Minutes attached". Delete the "Key tasks" section. Add "What is the next step?" and "When will this step be taken?" to the form. Ghery Pettit was assigned the AR to make the changes.

8. On-board shielding

A discussion on how testing of shields should be performed was held. It was agreed that we need a standard "soon" as these are commonly used in products. The discussion moved in the direction of the possibility that a guide might be more appropriate than a standard. Should this be in-situ testing? Base is on IEC 61000-4-21? Do we need a PAR to define the scope and purpose? How about a magazine article? An AR was assigned to Don Heirman, Colin Brench and Christian Brull to draft a scope and purpose document.

9. Reports from SDECom representation on other bodies

C63® - John Norgard reported that there will be no report until the minutes for the November 2014 meeting are released in late April.

John discussed options for SDECom review of documents in C63®. The discussion centered on John sending out any documents for review. If a clear majority agrees with a proposed vote (yes or no) then John should vote accordingly. If necessary a discussion may be held via phone, e-mail or other means. If the committee is still at an impasse the vote should be to abstain. John Norgard received an AR to write up this procedure.

Don Heirman moved (and it was seconded) to instruct the SDECom representative to C63® to sign up for all invitations to ballot. The motion was approved.

10. Electrostatic Discharge Association (ESDA) standards

A presentation on ESDA was received.

11. Other business

None

SDECom Minutes March 16 and 18, 2015

12. Action items assigned during the meeting are listed in these minutes. See any items marked “AR”.
13. The meeting was recessed until March 18.

Continuation of the meeting on March 18

1. Attendees (March 18)

SDECom members

Alistair Duffy Ghery Pettit Don Sweeney Craig Fanning Ed Hare
John Norgard

Guests

Christian Brull Aaron Cohen Fred Heather Xiaoning Ye Jerry Ramie

The meeting was called to order at 7:32 am

2. The agenda was agreed with no changes

3. Business carried over from Monday, March 16

Item 8 from Monday’s agenda was moved to Wednesday.

Item 3.1 from Monday’s agenda was continued on Wednesday

3.1 Standards updates

P1897 – Recommended Practice for Utilities Responding to Interference Complaints

Ed Hare moved (Don Sweeney seconded) that we move forward with this PAR. The motion passed.

TC10 proposed that a standard be developed for SI/PI interconnect measurements. Don Sweeney moved (Colin Brench seconded) this we accept this PAR. The motion passed.

Std 473 – Fred Heather provided a report on the status of this standard.

Std 377 - Ed Hare reported on work in a meeting on March 17. Not much work is going on, if nothing is happening Ed may move to withdraw the standard.

6. Smart Grid update

Jerry Ramie provided an update on Smart Grid activities. The report can be summarized as saying that “things” are going well.

8. Travel grant

Commented [DH3]: I had a meeting conflict and was in this discussion. Can you state what was the status, i.e. who is chairing and what is the target to complete for example?

SDECom Minutes March 16 and 18, 2015

A travel grant was given to Dave Traver for the P187 WG meeting he held in Las Vegas at the Consumer Electronics Show. This venue was selected as exhibitors and attendees at this show are likely candidates for working on P187.

4. Report on ESAC joint meeting

Don Heirman reported on the need to reorganize the website to improve access to education activities. The question also remains about how to populate the site with information and to put it in a presentable format for access on the EMCS website home page. Don showed what is the content to date with appropriate URLs

5. Education and training priorities

Don Heirman (VP Standards) and Alistair Duffy (Chairman, SDECom) are to work on new website standards content as noted in item 4 above (can't read my **scrawl**)

Commented [DH4]: This is all that I can remember. Maybe Alistair has a different remembrance of this and can add his words.

9. Any other business

It was agreed that we (SDECom) need a document describing the content of a test plan. We are looking for volunteers to work on this.

The next meeting of SDECom will be held the week of August 17 in Dresden, Germany. The meeting was adjourned at 9:03 am

Commented [DH5]: Suggest you have an annex summarizing the actions required. Part of that would be for the open ones from the last meeting and those new from the Santa Clara meeting. It should have the assigned action persons as well as a target date for completion. The default date should be by the next meeting.