

**IEEE ELECTROMAGNETIC COMPATIBILITY SOCIETY
EMI CONTROL TECHNICAL COMMITTEE – TC-4**

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MINUTES OF THE IEEE EMI CONTROL TECHNICAL COMMITTEE – TC-4
August 22, 2000
Washington D.C.

MEMBERS PRESENT

Richard Mohr - Chair
Dan Modi - Vice-Chair

Kermit Phipps – Secretary, Chairman of P1560

Bob Scully
Nissen Isakov
Rafik Stephanian

MEMBERS ABSENT

Loather Hoeft - Chairman of P1532
William Croisant

Michael McInerney
David Larrabee
Salvatore Celozzi

OTHERS PRESENT

Bridget Kavanaugh

**EMI CONTROL TECHNICAL COMMITTEE – TC-4
Minutes Summary Tuesday August 20, 2000**

0.0	Call to Order	Mohr
1.0	Approval of Agenda	Phipps
2.0	Review Role of TC4	Phipps
3.0	Review Membership	Phipps
4.0	Approval of 1999 Annual Meeting Minutes	Phipps
5.0	Review of TC4's Work Over Past Year	
	Mohr/Modi/Phipps	
6.0	TC4 Plans for Year 2000 / 2001	Modi
7.0	Long-Range (5 year) Plan	Modi
8.0	IEEE Website	Phipps
9.0	Other Topics/Issues	Phipps
10.0	Elections	Mohr
11.0	Close & Selection of Venue / Time of Next Meeting	Phipps
12.0	Adjournment	Mohr

MINUTES –Tuesday August 20, 2000
IEEE EMCS EMI CONTROL TECHNICAL COMMITTEE – TC-4

8 p.m. to 10:00 p.m.

0.0 Call to Order & Introductions

The Chair, Richard Mohr, opened the TC4 meeting at Washington D.C., at 8:20 p.m. There were 7 attendees.

1.0 Approval of Agenda

The evening's agenda was presented by the Secretary, Kermit Phipps, at 8:25 p.m. and was approved by vote with no changes.

2.0 Review Role of TC4

The Chair, Richard Mohr, reviewed the Role of TC4 at 8:30 p.m.

See Attachment A

3.0 Review of Membership

The Secretary, Kermit O. Phipps, reviewed the membership poll/roll. Members were added and dropped in accordance of attendance.

It was voted that two consecutive absences from the meeting is an automatic drop from membership of the TC-4 Committee.

It was determined that new prospect members are to submit current résumés or biography.

The Secretary, Kermit Phipps, spoke for Mr. Keeblers' request for membership to the TC-4 in his absence. It was voted that Mr Keebler is to submit his résumé for membership and for it to be reviewed for consideration of membership. Mr. Keebler is to attend the next meeting in Canada.

The Membership Roll was adopted at 8:38 by Vote as listed with changes. (Dan Modi First, Bob Scully Second)

See Attachment B

At 8:40, the Chair, Richard Mohr, recommended that all current members should submit their résumé.

Action Item **Richard Mohr to find and report the by-laws currently established for TC-4.**

4.0 Approval of 1999 Annual Meeting Minutes

The Secretary, Kermit Phipps, reviewed the 1999 Annual Meeting Minutes at 8:40 p.m. The Meeting Minutes were approved by vote with no changes. (Bob Scully First, Dan Modi Second)

See Attachment C

5.0 Review of TC4's Work Over Past Year

The Chair, Richard Mohr, presented the group with the following outline of work accomplished:

- **TC-4 TECHNICAL PAPERS REVIEW**
An important task of the committee is the yearly review of technical papers for the EMC Symposium. For the 2000 symposium in Washington DC, the committee members reviewed a total of 98 papers. This year the reviews were shared by six (6) committee members who reviewed an average of 33 papers each. The reviews were favorable for 70 of the papers. Of the remaining 28, 24 received a split review; rejection was recommended for the remaining 4 papers.
- **STANDARDS DEVELOPMENT**
Another important task of the Committee is the development of standards within our areas of expertise. Currently there are two (2) sub-committees in the process of developing standards as follows.
 1. **Working Group P1532**
Sub-committee Working Group P1532 is developing a standard for cable shielding measurements. It has prepared a first draft standard and circulated it within the committee for comments to be discussed at its meeting at the up-coming EMC symposium.

See Attachment D

2. **Working Group P1560**
Sub-committee Working Group P1560 has been formed to develop measurement techniques for facility EMI filters. It has received approval for its PAR and has conducted its first meeting on August 20, 2000 at the EMC Conference in Washington D.C.

See Attachment E

The Secretary, Kermit Phipps, presented the following issues and actions items that were completed.

- The Vice-Chair, Dan Modi completed the FAX back Paper Review Excell sheet.
- The Secretary, Kermit Phipps, completed the membership survey.

The Secretary, Kermit Phipps, presented the following issues and actions items that were not completed.

- All actions items that involved Richard Haynes were not completed. The Committee voted to drop these action items from the list at 8:50.
- The special speaker list idea for local chapters was discussed and voted to be dropped at 8:55 by the committee. (Dan Modi First, Nissen Isakov Second)

6.0 TC4 Plans for Year 2000/2001

The Committee passed at 8:45 that Signal Integrity is to be discussed at next years meeting as to rather or not it should fall under the TC-4 charter or let

another TC group adopt it. Currently it is not in the TC-4 description that we use. However it was found in the IEEE listing for the TC group descriptions.

The Committee members voted at 8:48 that the Charter should be reviewed and rewritten and that the name of the group should reflect Compatibility and not Interference. (Electromagnetic Compatibility Control) (Bob Scully Frist, Rafik Stephanian Second)

TC-4 would continue to support paper review.

Rafik Stepanian pointed out, that it would be best if the abstract could be obtained first in order to determine the technical content and send the paper to the best reviewer. Richard Mohr stated that indeed the papers that the group had been reviewing are indeed the abstract if not the completed paper itself.

TC-4 would continue to support workshops and tutorials.

Nissen Isakov was appointed Chair for a new workshop he suggested on a new IEC Harmonics Std and the effect of filter requirements to meet this new directive to take place July 2001.

Action Item The Vice-Chair, Dan Modi to contact Kimball Williams about the rewrite of the charter and discuss the Signal Integrity issue. He will to the Chair of the TC-4 the status and details of this issue.

Action Item Nissen Isakov to submit to the Secretary the name of the Workshop and Description.

Action Item Nissen Isakov to put together the workshop and make all necessary arrangements for the next EMC Conference in Canada in August of 2001.

7.0 Long-Range (5 year) Plan

The Vice-Chair Dan Modi, and the Secretary Kermit Phipps, discussed the TC-4 Self-Check. At 9:35 it was voted by the Committee that there was no other tasks that TC-4 should be involved with that could be identified at the time of the meeting, other than the following four:

1. Paper Review
2. Support Standards Development
3. Provide Workshops/Tutorials
4. Support the Web-Site (TC-4)

See Attachment F

Action Item Richard Mohr is to identify any other tasks that TC-4 is obligated to be doing as a technical committee.

8.0 IEEE Web-Site

The Secretary, Kermit Phipps, reported that he was not successful in obtaining support for the Website.

At 9:03 Bob Scully volunteered to try to support the web-site for TC-4.

At 9:05 it was voted that Bob Scully would act as WebMaster for TC-4.

Action Item Kermit Phipps to get password information to Bob Scully for the TC-4 Website.

9.0 Other Topics/Issues

Bridget Kavanaugh voiced interest in being a member of the committee. She is to submit her résumé to the Secretary Kermit Phipps. As she was present she was voted in and will be an official member upon receipt of her résumé.

10.0 Elections

Richard Mohr was to be succeeded by Dan Modi as Chair. Dan Modi expressed that he did not wish to move up to Chair Position at this time.

Richard Mohr nominated Kermit Phipps for Chair. Kermit Phipps declined, as he is Chair of P1560 and would still act as Secretary for TC-4 if elected.

Kermit Phipps nominated Bob Scully for Chair.

The Committee voted with no opposition to the following:

Chair – Bob Scully

Confirmed Vote as Follows:

Richard Mohr	First
Nissen Isakov	Second
Rafik Stephanian	Third

Vice-Chair – Dan Modi

Confirmed Vote as Follows:

Richard Mohr	First
Rafik Stephanian	Second
Nissen Isakov	Third

Secretary – Kermit Phipps

Confirmed Vote as Follows:

Rafik Stephanian	First
Bob Scully	Second
Dan Modi	Third

11.0 Close and Selection of Venue/Time of Next Meeting

At 9:42 the Secretary, Kermit Phipps requested input for the next meeting time. The Members agreed that the next annual meeting would be held at Montreal Canada at the EMC 2001 Symposium. The Meeting will be held on Tuesday from 12:00 - 2:00 p.m.

12.0 Adjournment

The Chair, Richard Mohr, closed the meeting at 9:55 p.m.

Submitted,

Kermit O. Phipps

Kermit O. Phipps -Secretary
EMC Society
TC4 Group