

EMI CONTROL TECHNICAL COMMITTEE – TC-4
Minutes Summary Tuesday August 3, 1999

0.0	Call to Order -		Mohr
1.0	Approval of Agenda		Modi
2.0	Review Role of TC4	Mohr	
3.0	Approval of 1998 Annual Meeting Minutes		Modi
4.0	Review of TC4's Work Over Past Year		Mohr
5.0	TC4 Plans for Year 1999 / 2000		Modi
6.0	Long-Range (5 year) Plan	Modi	
7.0	Status Report on PAR P1532 – Transfer Impedance Hoelt		Bud
8.0	Status Report on PAR – Facility Filters Phipps		
9.0	IEEE Website		Modi
10.0	Other Topics/Issues	Modi	
11.0	Close & Selection of Venue / Time of Next Meeting		Modi
12.0	Adjournment	Mohr	

MINUTES –Wednesday May 19, 1999
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 Seattle, Washington at 8:10 p.m. There were 13 attendees.

1.0 Approval of Agenda

The evening's agenda was presented by the Vice-Chair, Dan Modi, at 8:20 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 Approval of 1998 Annual Meeting Minutes

The Vice-Chair, Dan Modi, reviewed the 1998 Annual Meeting Minutes at 8:40 p.m. The Meeting Minutes were approved by vote with no changes.

See Attachment B

4.0 Review of TC4's Work Over Past Year

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

- Finalized the Appointment of Kermit Phipps as TC4's Secretary.
- P1532 PAR Report
- 70 Papers were reviewed by the TC4 Group
- Experiments were developed for the Filter PAR Support to be presented during the 1999 EMC Symposium
- Filter PAR was refined and changed
- Presentation for the Filter PAR was developed

5.0 TC4 Plans for Year 1999/2000

Richard Haynes of Richard Haynes Consultants was invited by the Chair, Richard Mohr, to attend the TC4 meeting. It was proposed that Richard Haynes would write a standard on Corrosion regarding effects on ESD and EMI control and submit the required PAR.

Richard Haynes proposed he would conduct a course for the members of TC-4 at no charge except for material costs.

TC4 would continue to support paper review.

It was proposed that Richard Haynes would set up a work shop on corrosion and find speakers for Corrosion of composites and surface finish. Target date would be by Mid-September.

See Attachment C

Action Item Kermit Phipps to develop Excel Fax Back Sheet for Review of Papers to allow ease of transmission from overseas members.

Action Item Richard Haynes to develop workshop material and proposal and submit to Richard Mohr.

Action Item Richard Haynes to develop PAR for Corrosion regarding effects on ESD and EMI control and submit to Kermit Phipps who in turn would submit to Richard Mohr.

Action Item Richard Haynes to get speakers lined up for corrosion of composites and Surface Finish.

Action Item Richard Mohr to get workshop proposal from Richard Haynes on workshop and submit to Technical committee.

6.0 Long-Range (5 year) Plan

The Vice-Chair Dan Modi reviewed the long Range 5 year for TC4. The main item of discussion was support of local chapters and development of something similar to the Distinguished Lecturer Series. Kermit Phipps Recommended that each member could propose at least two speakers known in their field of work and confirm their support to start a list of available speakers (and synopsis of their presentation material) for local chapters

The 5 year plan was accepted by vote with minor changes at 9:15 p.m.

See Attachment D

Action Item Each member is to submit names of at least two speakers to the Secretary Kermit Phipps.

7.0 Status report on PAR 1532 - Transfer Impedance Artifact

Bud Hoft, Chairman of P482 Working Group, presented an update on the status of PAR 1532. The PAR was extended for two more years and the members of the working group was submitted to Jim Nadolny. End 9:30 p.m.

8.0 Status Report on Facility PAR

Kermit Phipps Working Group Chair for the Filter PAR presented the presentation he would present to the SDCOM on Thursday August 4, 1999. The presentation was supported by the members and was concluded at 9:45 p.m.

Kermit Phipps asked for volunteers for the working group if the Filter PAR was approved and sample draft was passed out.

The Volunteers within the present members were:

- Bob Scully
- Rafik Stepanian
- Nissen Isakov
- Salvator Celozzi

End 9:50 p.m.

See Attachment E

Action Item Kermit Phipps to complete survey of TC4 Members and outside members for working group. TC4 filter PAR Working Group to be completed by the end of September 1999 and insure good balance between users, producers, and outside independent researchers. Work is to begin as soon as SDCOM gives permission to start.

9.0 IEEE Website

The IEEE Website for TC4 was shown the Vice-Chair, Dan Modi, and was discussed. At this point the TC4 Group was unclear on who was responsible for the Website. Bob Scully is to find out details from another group he was member of and would provide this information to the Secretary, Kermit Phipps, who would then pass this information along to David Larrabee who was appointed by the group to oversee the website. End at 10:00 p.m.

Action Item Bob Scully is to find Website information details and submit to Kermit Phipps who would coordinate with David Larrabee to get the Website Updated ASAP at least with the Member Status for the short term Goal.

10.0 Other Topics/Issues

The Secretary, Kermit Phipps is to confirm membership status and up date the member's list along with required resumes of new members to be sent to Richard Mohr. End 10:05 p.m.

11.0 Close and Selection of Venue/ Time of Next Meeting

At this time the Vice-Chair, Dan Modi requested input for the next meeting time. The Members agreed that the next annual meeting would be held at Washington D.C. at the EMC 2000 Symposium. The Meeting will be held on the Wednesday from 12:00 - 2:00 p.m. End at 10:08 p.m.

12.0 Adjournment

The Chair, Richard Mohr, closed the meeting at 10:10 p.m.

Submitted,

Kermit O. Phipps -Secretary
EMC Society
TC4 Group