

Approved Minutes
 IEEE-EMCS Standards Development Committee
May 30, 2008 11:00 AM
 Little America Hotel, Tucson Room
 Salt Lake City, UT

Attendance:

	Present
Committee Members	5/30/2008
1. Stephen Berger, Chair	Y
2. Colin Brench, Vice Chair	Y
3. Ed Hare, Secretary	Y
4. Andrew Drozd	Y
5. Dick Ford	Y
6. Fred Heather	Y
7. Donald Heirman	By teleconference
8. Daniel Hoolihan	Y
9. Ghery Pettit	Y
10. Prof Risaburo Sato	N
11. Werner Schaefer	N
12. Ralph Showers	N
13. Kwok Soohoo	N
14. David Staggs	Y
15. Donald Sweeney	Y
16. Kimball Williams	Y
17. Perry F. Wilson	N
Other Attendees	
1. Henry Benitez	Y
2. Bruce Archambeault	Y
3. Takeo Yoshino	Y

1. The meeting was called to order by Chairman Steve Berger at 11:15 AM.
2. On a motion by Mr. Hare, the draft agenda for the meeting was approved.
3. The IEEE patent and meeting conduct slides were shown, with a brief explanation by the Secretary. There were no questions and no participants disclosed patents.
4. An action item was taken by the Secretary to obtain updated patent slides and send them to the Working Group Chairs.
5. On a motion by Mr. Hare, the minutes from the previous meeting were approved.
 - Mr. Pettit led a discussion about the SDCOM web page. Natalie Hart will continue to serve as webmaster. Mr. Heirman noted that the web page is still not up-to-date, and several items were identified for immediate update and various action items were assigned:

- A list of the status of SDCCom-sponsored projects is to be created from the Excel file that is used by SDCCom management to keep track of projects
 - The Secretary is to supply Mr. Pettit with archival copies of 2005 and 2006 minutes and agenda
 - The Secretary is to sent to Mr. Pettit the known schedule for future SDCCom meetings
6. The IEEE audit and file-retention policies were briefly discussed. Action items were assigned to Mr. Pettit to report on the file-retention policy and to Mr. Sweeney to report on the audit policy at the August SDCCom meeting.
 7. Mr. Berger indicated a need for SDCCom to hold a teleconference in preparation for the August meeting. The teleconference was scheduled for July 29, 2008 at 11:00 AM Eastern Daylight time. Mr. Hare agreed to provide the ARRL teleconference bridge to host the meeting. The agenda was proposed to discuss what would be needed to prepare for the August meeting, discuss open action items and to briefly run through the status of SDCCom-sponsored standards.
 8. The Secretary provided or asked for status reports on SDCCom-sponsored standards.
 9. Std. 139¹: Mr. Heirman announced that he had obtained permission from the IEEE to provide copies of SDCCom-sponsored standards to those interested in SDCCom's work. Mr. Heirman sent a copy to the CISPR-B Chair, to see if there is interest in having Std. 139 share dual-logo status and/or for CISPR to use some of its material, with IEEE permission and appropriate attribution. Mr. Heirman indicated that a report on CISPR-B interest could be forthcoming in several months. There is no active Working Group (WG) for this standard. The standard expires in 2011. SDCCom will begin reevaluation for 5-year review in August, 2009.
 10. Std. 187²: Mr. Heirman reported similar interest by CISPR-I. A status report was given by the Secretary. There is no active WG for this standard.
 11. P299.1³ and Std. 299⁴: The Secretary reported that no report had been received from Prof. Sarto, the Working Group Chair. It is expected that Ms. Sarto will be at the Symposium meeting. The PAR for P299.1 was issued September 2006 and it expires December 2010. Std. 299 expires in 2011. SDCCom will begin reevaluation for 5-year review in August, 2009.
 12. Std. 377⁵: No report was given on Std. 377.
 13. Std. 473⁶: Mr. Elya Joffe has reassumed the chair of the Std. 473-revision Working Group. Mr. Joffe reported that the revisions to the Standard are still 80% complete. He

¹ IEEE 139 – IEEE Recommended Practice for the Measurement of Radio Frequency Emissions from Industrial, Scientific and Medical (ISM) Equipment Installed on User's Premises.

² IEEE 187 - IEEE Standard on Radio Receivers: Open Field Method of Measurement of Spurious Radiation from FM and Television Broadcast Receivers

³ P299.1 - Standard method for Measuring the Shielding Effectiveness of Enclosures and Boxes Having Dimensions Between 0.1 m and 2 m.

⁴ IEEE 299 – IEEE Standard Method for Measuring the Effectiveness of Electromagnetic Shielding Enclosures

⁵ IEEE 377 – IEEE Recommended Practice for Measurement of Spurious Emission from Land-Mobile Communication Transmitters

⁶ IEEE 473 - IEEE Practice for an Electromagnetic Site Survey (10kHz to 10 GHz)

indicated that a draft would be ready to share with SDCom by the August meeting. The PAR has expired for this project and the Secretary was directed to prepare and submit a new PAR for the project.

14. Std. 475⁷: A report was given by the Secretary. There is no active WG for this standard. The standard expires in 2011. SDCom again discussed the interest in extending the frequency range below 300 MHz. It was suggested that the FCC Certification database may provide some leads as to stakeholders that may be interested in undertaking new work on Std. 475. The Secretary was also asked to identify trade associations that may be interested in the project. Because of the possibility of significant new work, SDCom will begin reevaluation for 5-year review for Std. 475 in August, 2008.
15. Std. 1128⁸: A status report was given by the Secretary. There is no active WG for this standard. The standard expires in 2011. At the Fall 2007 meeting, several SDCom members observed that the frequency range of 5 GHz is rather archaic and this matter was further discussed at this meeting. Mr. Sweeney indicated that the revision is worth doing, but that stakeholders need to be identified. The general suggestion that the standards in need of revision should be advertised at the Symposium meeting was proposed by several participants. Because of the possibility of significant new work, SDCom will begin reevaluation for 5-year review for Std. 1128 in August, 2008.
16. Std. 1140⁹: A status report was given by the Secretary. There is no active WG for this standard. The standard expires in 2011. SDCom will begin reevaluation for 5-year review in August, 2009. The general consensus of SDCom was that the standard may need to be retired in 2011, but no formal motion was made. Action items to Mr. Berger to report on the possible medical applications and to Mr. Hare to report on the possible use of the information in some other standard were made.
17. The meeting was adjourned at 12:30 PM for lunch.
18. Mr. Berger called the meeting back to order at 1:15 PM.
19. P1302¹⁰: The Secretary reported that this standard has passed ballot and is ready for Revcom submission.
20. Std. 1309 amd: Mr. Zhong Chen is the new WG chair. He is in the process of organizing the WG and establishing a Category D liaison with the IEC SD77B. Mr. Heirman made a motion that a letter seeking Category D liaison between SDCom and TC-77B be sent. The motion carried unanimously.
21. Std. 1560¹: A status report was given by the Secretary. The standard expires in 2010. It is expected that the standard can be reaffirmed in its present form at that time.
22. P1597.1¹¹: An oral report was given by the WG Chair, Mr. Andy Drozd. The standard has been through IEEE Mandatory Editorial Coordination, and identified copyright issues

⁷ IEEE 475 - Measurement Procedure for Field-Disturbance Sensors, 300 MHz to 40 GHz

⁸ IEEE Recommended Practice for RF Absorber Evaluation in the Range of 30MHz to 5GHz

⁹ IEEE 1140 - Test Procedures for the Measurement of Electric and Magnetic Fields from Video Display Terminals (VDTs) from 5 Hz to 400 kHz

¹⁰ IEEE 1302 - Guide for the Electromagnetic Characterization of Conductive Gaskets in the Frequency Range of DC to 18GHz

were resolved. The PAR and the Scope in the standard did not agree, but IEEE indicated that the text and a revised PAR can be submitted simultaneously and the ballot can be conducted. Mr. Drozd read the new Scope verbally and on a motion by Mr. Hare, SDCOM voted to approve the changes and directed the WG Chair to submit a revised PAR.

23. P1597.2¹²: An oral report was given by the WG Chair, Mr. Andy Drozd. The balloting pool has been formed. The files were submitted for ballot by the Secretary in March 2008, but there were problems with the files necessitating changes to the document. Mr. Drozd indicated that a revised document would be available to SDCOM by the August meeting.
24. P1642¹³: A status report was given by the Secretary. The PAR for this project was extended to 2011. No report was received from the WG Chair.
25. P1688¹⁴: An oral report by the WG Chair, Fred Heather, was given. He indicated that the WG has held several meetings. It is looking for closure on the radiated susceptibility test methodology used in the present draft. He reported that the draft should be completed and available to SDCOM by the August meeting. Mr. Sweeney expressed concern over the procedure of testing modules separately from the equipment they will be used in and in the standard adjusting the limits to accommodate the differences between the test fixture and the actual equipment that the module is used in. Mr. Heather explained that empirical test data backs up the methodology. The PAR for this project expires December 2010.
26. P1775¹⁵: This standard is sponsored by PES, with EMCS and ComSoc as cosponsors. The WG is chaired by Mr. Aron Viner. An oral report on the state of this standard was given by Mr. Hare. The standard is still back in the WG for additional revision subsequent to a failed vote the representatives from each of the sponsoring societies. It is expected that the revisions to the draft will be complete by Summer 2008. There was considerable discussion about the fact that the procedure of having a panel of representatives from each sponsoring Society did not work out well in practice. Mr. Hare, one of the EMC-S representatives on that panel, indicated that even though he had personally identified over 200 editorial issues alone, most obvious and some confusing to the standard, several of the panel voted to approve the document for ballot with no comments whatsoever. Mr. Hare was asked to prepare a report on the process used to resolve the comments of the panel and to provide that report to Mr. Berger, Mr. Drozd, Mr. Heirman and Mr. Joffe.
27. P1900 series¹⁶: The 1900 series of standards are being transitioned to SCC-41. This process will be complete when ODCOM approved the SCC-41 Policies and Procedures. SDCOM expressed general interest in following the development of the P1900 series of

¹¹ IEEE P1597.1 - IEEE Standard for Validation of Computational Electromagnetics (CEM) Computer Modeling and Simulation

¹² IEEE P1597.2 - IEEE Recommended Practice for Computational Electromagnetics (CEM) Computer Modeling and Simulation Applications

¹³ IEEE 1642 - Recommended Practice for Protecting Public Accessible Computer Systems from Intentional EMI

¹⁴ IEEE P1688 - Standard for Module Electromagnetic Interference (EMI) Testing

¹⁵ IEEE standard on measurement methods for BPL emissions and limits and test methods for BPL immunity

¹⁶ Dynamic allocation and access to spectrum standards.

standards, so he was asked to continue to include the P1900 series of standards on the SDCom agenda.

28. Mr. Ford led a discussion on radar absorbing material (RAM). He reported that the Department of Defense had cancelled the DoD specifications for RAM.
29. Mr. Heirman led a discussion of the need for SDCom to hold elections for its officers, as required by the SDCom P&Ps. A motion was made by Mr. Heirman and seconded to appoint a nominating task group to recommend a slate of officers for the EMC-S Standards Development Committee Chairman, Vice Chairman and Secretary positions. The task group will be chaired by Mr. Heirman. Messers. Sweeney and Pettit agreed to serve on the committee. The voting will be conducted and tallied by Mr. Heirman. The motion passed unanimously.
30. Mr. Berger led a discussion on voting-machine EMC. He reported that the Election Assistance Commission had solicited comments on the subject.
31. Mr. Heirman led a discussion on long-range planning by the EMC-S Executive Committee (ExCom). He asked SDCom to help locate volunteers to provide input on what standards can and should be developed under EMC-S oversight. He reported that ExCom is looking to work closely with TC-11 and that EMC-S had issued invitations to TC-11 to attend the August Symposium in Detroit. The Secretary was directed to include a discussion of EMC-S long-range planning on the agenda for the August meeting.
32. Mr. Heirman led a discussion on the SETCom long-range plan. Out of this discussion came the ideas of having signage at the IEEE booth to list and explain the available EMC standards, and to have a copy of the standards available at the booth.
33. Future meeting dates

Secretary's note: The following meeting dates are as were discussed in the meeting. However, they are not final until announced by the SDCom Secretary as the schedules are firmed up for the EMC-S Board of Directors meeting. Other than at the Symposium, SDCom will meet the day before the EMC-S Board of Directors meeting. The dates in these minutes are subject to change so they should not be used for travel planning that cannot be easily changed.

These are the known dates and venues for future SDCom and related EMC-S meetings:

2008 scheduled meetings

Meeting No. 3 August 2008

Location: Detroit, MI (with EMC'2008 Symposium)

Sat, August 16: ExCom

Sun, August 17: BoD meeting

Thu, August 21 BoD dinner meeting

Meeting No. 4 November 2008

Location: Long Beach, CA

Proposed Dates: November, 19-21, 2008

Wed, November 19: Standards, ExCom Meeting, Chapter Meeting
Thu, November 20: BoD meeting, BoD Annual Dinner
Fri, November 21 Long Range Planning Session

2009 Scheduled meetings

Meeting No. 1 March, 2009

Location: Tucson, Phoenix AZ or Mexico City (if response received)
Proposed Dates: March 19-21, 2009 Thu, March 19: Standards, ExCom,
Chapter evening meeting Fri, March 20: BoD meeting Sat, March 21
(morning): Long Range Planning Brainstorming Exercise

Meeting No. 2 May 2009

Location: Philadelphia or Pittsburgh, PA Proposed Dates: May, 22-23,
2009 Fri, May 22: ExCom, Chapter evening meeting Sat, May 23: BoD
meeting

Meeting No. 3 August 2009

Location: Austin, TX (with EMC'2009 Symposium) Sat, August 15: ExCom
Sun, August 16: BoD meeting Thu, August 20 BoD dinner meeting

Meeting No. 4 November 2009

Location: New Brunswick, NJ
Proposed Dates: November, 18-20, 2009
Wed, November 18: Standards, ExCom Meeting, Chapter Meeting Thu,
November 19: BoD meeting, BoD Annual Dinner Fri, November 20 Long Range
Planning Session

- 34.** The meeting was adjourned by the Chair at 5:00 PM.

- 35.** See addendum to the minutes, appended following, for minutes of the teleconference held on July 29, 2008.

Approved Minutes
 IEEE-EMCS Standards Development Committee
Teleconference July 29, 2008 11:30 AM EDT
Hosted on the ARRL conference bridge
Newington, CT

Attendance:

	Present
Committee Members	7/29/2008
Stephen Berger, Chair	Y
Colin Brench, Vice Chair	Y
Ed Hare, Secretary	Y
Andrew Drozd	Y
Dick Ford	Y
Fred Heather	N
Donald Heirman	Y
Daniel Hoolihan	N
Ghery Pettit	Y
Werner Schaefer	N
Ralph Showers	Y
Kwok Soohoo	Y
David Staggs	N
Donald Sweeney	Y
Kimball Williams	Y
Perry F. Wilson	N

1. The meeting was called to order by Vice Chairman Colin Brench at 11:30 AM.
2. On a motion by Mr. Hare, the draft agenda for the teleconference was approved.
3. The Secretary asked the participants to identify if they were not familiar with the content of the IEEE patent and meeting-conduct slides. The participants were all familiar with the policies and slides.
4. The Secretary ran through the SDCOM-sponsored standards in numerical order. Only those that were changed since the last in-person meeting are discussed in these minutes.
5. Std. 1128¹⁷: A status report was given by the Secretary. There is no active WG for this standard. The standard expires in 2011. Mr. Ford agreed to lead the

¹⁷ IEEE Recommended Practice for RF Absorber Evaluation in the Range of 30MHz to 5GHz

effort to identify a suitable Working Group Chair and/or form a Working Group.

6. Mr. Heirman gave a verbal report on the work being done to move Std. 139, Std. 187 and Std. 1309 toward dual-logo status. Mr. Berger agreed to accept an action item to email Mr. Diedhardt Moehr to determine what involvement he can have in the work of Std. 1309.
7. Mr. Drozd reported that P1597.2¹⁸ is still in need of having its final issues resolved.
8. P1775¹⁹: This standard is sponsored by PES, with EMCS and ComSoc as cosponsors. The WG is chaired by Mr. Aron Viner. Mr. Berger asked the Secretary to contact the four EMC-S representatives on the sponsors' panel of twelve, to determine that they are still able and willing to serve EMC-S in that representative capacity. Mr. Hare reported the events from the last P1775 meeting, with the proposed addition of an informative Annex on EMC criteria. Mr. Hare indicated that Mr. Jerry Ramie, one of the P1775 members, had proposed this Annex because the PAR indicates in three separate paragraphs that the P1775 standard shall contain EMC criteria. On a motion by Mr. Hare, it was voted that SDCCom shall provide guidance to its representatives on the panel of twelve that will determine if P1775 is ready for ballot that the standard must contain normative EMC criteria.
9. There was a discussion of the need to replace Mr. Berger as the Vice Chair of P1775. On a motion by Mr. Heirman, it was voted that Mr. Berger is directed to contact the P1775 Chairman, Mr. Viner, and to advise P1775 that Mr. Hare is the recommended nominee to serve as the P1775 Vice Chair and that SDCCom would like to see the matter resolved as quickly as possible. He is to further explain that SDCCom will consider approving another candidate, but that any candidate must be unencumbered by any representation to other IEEE Societies involved in the development of P1775 and would preferably be an SDCCom member, but that he or she must be an active participant in the development of EMC-Society-sponsored standards and related programs.
10. The committee held a general discussion in preparation to have meetings at the August EMC Symposium.
11. The meeting was adjourned at 1 PM by Mr. Berger.

¹⁸ IEEE P1597.2 - IEEE Recommended Practice for Computational Electromagnetics (CEM) Computer Modeling and Simulation Applications

¹⁹ IEEE standard on measurement methods for BPL emissions and limits and test methods for BPL immunity

ⁱ IEEE 1560 - Standard for Methods of Measurement of Radio-Frequency Power-Line Interference Filter in the Range of 100 Hz to 10 GHz