

Approved Minutes
 IEEE-EMCS Standards Development Committee
 November 18, 2008 1:00 PM – 5:00 PM
 Long Beach, CA

Attendance:

	Present
Committee Members	* = Attended by telecon
1. Andy Drozd, Chair	Y
2. Colin Brench, Vice Chair	Y
3. Ed Hare, Secretary	Y*
4. Stephen Berger	N
5. Dick Ford	Y
6. Fred Heather	Y
7. Donald Heirman	Y
8. Daniel Hoolihan	Y
9. Ghery Pettit	Y
10. Werner Schaefer	N
11. Ralph Showers	N
12. Kwok Soohoo	N
13. David Staggs	Y
14. Donald Sweeney	Y
15. Kimball Williams	Y
16. Perry F. Wilson	N
Other Attendees	
1. Kermit Phipps	Y
2. Takeo Yoshino	Y
3. John Norgard	Y
4. Elya Joffe	Y

1. The meeting was called to order by Mr. Drozd at 1:30 PM.
2. On a motion by Mr. Pettit, seconded by Mr. Heirman, the draft agenda for the meeting was approved.
3. The IEEE patent and meeting conduct slides were shown, with a brief explanation by Mr. Drozd. There were no questions and no participants disclosed patents.
4. On a motion by Mr. Hare, the Secretary was directed to conduct an email vote on the August 2008 draft minutes.
5. Mr. Drozd made a short statement about the purpose of the Standards Development Committee.
6. The Secretary provided or asked for status reports on SDCCom-sponsored standards.

- 7.** Std. 139¹: Measurement of RF from ISM equipment
Standard expires: 2011
PAR: None
WG Chair: No Working Group
Status: SDCom will begin reevaluation for 5-year review August, 2009.
- 8.** Std. 187-2008²: Measurement of spurious emissions from TV receivers
Standard expires: 2013
PAR: None
WG Chair: No working group
Status: No current activity. No report received.
Next steps: SDCom will begin reevaluation for 5-year review August 2011.
- 9.** Std. 299³: Measuring effectiveness of shielded enclosures
Standard expires: 2011
PAR: None
WG Chair: Prof. Sabrina Sarto
Status: No current activity. No report received.
Next steps: Begin evaluation for 5-year review, August 2009
- 10.** P299.1⁴: Measuring shielded enclosure, dimensions between 0.1m and 2m
Standard expires: N/A - project
PAR: Expires December 2010
WG Chair: Prof. Sabrina Sarto.
Status: A written and verbal report received from Mr. Phipps.
Next steps: A copy of the draft will be presented to SDCom in March.
- 11.** Std. 377⁵: Measurement of spurious emissions from land-mobile transmitters
Standard expires: 2013
PAR: None
WG Chair: Steve Berger
Status: No current activity. No report received.
Next steps: Begin evaluation for 5-year review August 2011
- 12.** Std. 473⁶: EMC Site survey
Standard expires: Administratively withdrawn 3 February 2006
PAR: Must be resubmitted
WG Chair: Elya Joffe
Status: All comments received by WG members incorporated into draft. Draft expected to be ready by March meeting.

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

⁴ P299.1 - Standard method for Measuring the Shielding Effectiveness of Enclosures and Boxes Having Dimensions Between 0.1 m and 2 m.

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)

Next steps: Secretary to submit new PAR - overdue. Mr. Joffe to complete draft and submit to SDCCom.

13. Std. 475⁷: Measurement of field-disturbance sensors

Standard expires: 2011

PAR: None

WG Chair: No working group

Status: A report was given by the Secretary. There is no active WG for this standard. The standard expires in 2011. SDCCom again discussed the interest in extending the frequency range below 300 MHz.

Next steps: Secretary to report at next meeting whether there is useful information in Std. 475 that should be retained in some form.

14. Std. 1128⁸: RF absorber evaluation

Standard expires: 2011

PAR: None

WG Chair: No working group

Status: 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 SDCCom members observed that the frequency range of 5 GHz is rather archaic and this matter was further discussed at this meeting. Mr. Ford reported that he was unable to find any interest within the Navy.

Next steps: Identify a working group Chair.

15. Std. 1140⁹: Measurement of EMC field from video-display terminals

Standard expires: 2011

PAR: None

WG Chair: No Working Group.

Status: A status report was given by the Secretary. There is no active WG for this standard. The standard expires in 2011. SDCCom will begin reevaluation for 5-year review in August, 2009.

Next steps: Begin evaluation for 5-year review August 2009

16. P1302¹⁰: Characterization of conductive gaskets

Standard expires: 2013

PAR: None

WG Chair: Dr. Johan Catrysse

Status: No activity. No report. The standard is current.

Next steps: Begin evaluation for 5-year review August 2011.

17. Std. 1309¹¹: Calibration of field sensors

Standard expires: 2010

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

¹¹ IEEE Standard for Calibration of Electromagnetic Field Sensors and Probes, Excluding Antennas, from 9 kHz to 40 GHz

PAR: Expires 12/31/2010

WG Chair: Zhong Chen

Status: See Std. 1309 amendment below.

Next steps: Secretary to submit request to extend PAR. (Note: Done November 2008)

18. Std. 1309 amendment¹²: Calibration of field sensors – amendment.

Standard expires: 2010

PAR: Expires 12/31/2010

WG Chair: Zhong Chen

Status: No written report received. The SDCOM Secretary has been monitoring the occurrence of regular teleconference calls.

Next steps: Report needed from WG Chair.

19. Std. 1560¹³: Measurement of RF power-line interference filters

Standard expires: 2010

PAR: None

WG Chair: Kermit Phipps

Status: 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.

Next steps: Secretary to initiate reaffirmation in the first quarter of 2010.

20. P1597.1¹⁴: Validation of computer modeling simulation

Standard expires: N/A - project

PAR: Expires 12/31/2009

WG Chair: Andy Drozd.

Status: Awaiting publication by IEEE.

Next steps: None.

21. P1597.2¹⁵: Computer modeling simulation applications

Standard expires: New project

PAR: Expires 12/31/2009

WG Chair: Andy Drozd

Status: An oral report was given by the WG Chair, Mr. Andy Drozd. The IEEE Mandatory Editorial Coordination is complete, with a dozen comments received back. Mr. Drozd will work draft had not been uploaded for Mandatory Editorial Coordination with the IEEE as needed. An error was discovered in the balloting group. It was unbalanced, with too few categories available when the group was formed. The IEEE staff, in consultation with Mr. Drozd, disbanded the balloting group. A new one will be formed.

Next steps: Complete revisions as needed for MEC and submit for ballot.

¹² Amendment 1 to IEEE Standard Method for the Calibration of Electromagnetic Field Sensors and Field Probes, Excluding Antennas, from 9 kHz to 40GHz: Probe characteristics, use and measurement uncertainty: Probe Use

¹³ IEEE 1560 - Standard for Methods of Measurement of Radio-Frequency Power-Line Interference Filter in the Range of 100 Hz to 10 GHz

¹⁴ IEEE P1597.1 - IEEE Standard for Validation of Computational Electromagnetics (CEM) Computer Modeling and Simulation

¹⁵ IEEE P1597.2 - IEEE Recommended Practice for Computational Electromagnetics (CEM) Computer Modeling and Simulation Applications

- 22.** P1642¹⁶: Protecting publicly accessible computers from intentional EMI
Standard expires: New project
PAR: Extended to 12/31/2010
WG Chair: Bill Radasky
Status: No report received.
Next steps: Complete draft and provide to SDCom. Mr. Drozd is to contact Mr. Radasky and ask for a report.
- 23.** P1688¹⁷: Module EMI testing
Standard expires: New project
PAR: Expires 12/31/2010
WG Chair: Fred Heather
Status: A report was given by Mr. Heather. He reported that four teleconference meetings were held since the August meeting. The main body of the document is completed. The working group is working on the Appendix information. Next steps: Complete draft and provide to SDCom
- 24.** P1775¹⁸: BPL EMC – emissions testing and immunity testing and limits
Standard expires: New project
PAR: Expires 12/31/2009
WG Chair: Aron Viner
Status: 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. He reported that the standard now contains an informative Annex F that includes a method to differentiate BPL from non-BPL noise and a procedure to resolve interference complaints.
Next steps: Wait for the draft from the working group and advise the EMC-S representatives on the sponsors' panel.
- 25.** On a motion by Mr. Hare, it was approved that the EMC Society representatives on the Sponsors' panel of twelve that is determining whether the standard is ready for ballot shall be advised that the Standards Development Committee expects that the P1775 standard shall contain normative EMC criteria, but troubleshooting procedures shall be informative. The motion passed with no negative votes or abstentions.
- 26.** Mr. Hare gave a brief report on how the multiple sponsorship of the P1775 standard is accomplished, under the procedures of a Memorandum of Understanding between the EMC Society and the Power Engineering Society. This procedure stipulates that the Chair of P1775 shall be approved by the PES and the Vice Chair shall be approved by the EMC-S. Mr. Hare reported that under the procedures of P1775, the Chair makes a nomination for the Vice Chair. Mr. Hare reported that the Chair of P1775, Aron Viner, had consulted with the working group and the group had voted on whether to nominate Mr. Hare or Roland Gubish as P1775 Vice Chair. Based on the vote of P1775 to nominate Mr. Gubish, Mr. Viner put Mr. Gubish forward as the nominee. Mr. Drozd reported that he had received a formal request from P1775 that SDCom vote on the

¹⁶ IEEE 1642 - Recommended Practice for Protecting Public Accessible Computer Systems from Intentional EMI

¹⁷ IEEE P1688 - Standard for Module Electromagnetic Interference (EMI) Testing

¹⁸ IEEE standard on measurement methods for BPL emissions and limits and test methods for BPL immunity

nomination of Mr. Gubish. Mr. Hare indicated that he would recuse himself as Secretary (normally also the teller for votes cast) for any SDCOM vote on the approval of the P1775 Vice Chair. The Chair appointed Mr. Hoolihan to serve as teller for the vote.

- 27.** Mr. Heather made a motion to approve Mr. Gubish as the Vice Chair of P1775. It was seconded by Mr. Williams. The committee discussed the matter. Mr. Hoolihan reported that the vote was 8 against the motion, 0 for the motion and 2 abstentions. Mr. Hare asked that his abstention be recorded. The motion failed and Mr. Gubish was not approved as Vice Chair of P1775. The Chair was asked to inform the P1775 leadership of the results of the vote.
- 28.** After a discussion about the need for a teleconference before the next meeting, the Secretary was directed to set up a teleconference for January 6, 2009 at 3 PM, for 2 hours duration. He was also directed to add to the agenda for the next meeting a requirement to pick a teleconference date and time.
- 29.** Mr. Sweeney gave a report on the audit policy. He noted that SDCOM is not following all of its Policies and Procedures. As one example, he noted that SDCOM members are required to annually reaffirm their continued interest and ability to participate in SDCOM. He also noted that the P&Ps contain a provision that permits proxy voting. The Secretary was directed to obtain affirmation from SDCOM members that they will continue to participate. The Secretary was directed to add this to the agenda for future meetings. SDCOM members were also asked to annually resubmit their resumes or CVs to the Secretary. After a discussion about the poor attendance of some SDCOM members, the Secretary was directed to provide an attendance matrix to SDCOM. Mr. Sweeney and the Secretary were asked to provide a list of critical items related to the P&Ps and the audit and provide the list prior to the January teleconference. Mr. Drozd was asked to find the schedule for the audit. The Chair and Secretary were asked to search records to find information on SDCOM members credentials and participation.
- 30.** On a motion by Mr. Hare, seconded by Mr. Pettit, it was voted to remove the provisions for proxy voting from the SDCOM P&Ps.
- 31.** Mr. Pettit gave a report on the IEEE file-retention policy. He reported that the IEEE prefers that committees and working groups not keep records of the development of standards once the standard is published. They may, however, keep records for up to five years, after which time the records must be destroyed. There was a discussion of how this applies to SDCOM, with a wide range of opinions.
- 32.** Mr. Phipps gave a report on Std. 299.1¹⁹. The working group was committed to a meeting schedule and expected to have a draft for SDCOM to see in March.
- 33.** Mr. Phipps reported on the status of Std. 1560²⁰. He indicated that the working group believes that no additional work is needed and that the standard can be put up for a reaffirmation ballot when it is needed.

¹⁹ P299.1 - Standard method for Measuring the Shielding Effectiveness of Enclosures and Boxes Having Dimensions Between 0.1 m and 2 m.

²⁰ IEEE 1560 - Standard for Methods of Measurement of Radio-Frequency Power-Line Interference Filter in the Range of 100 Hz to 10 GHz

34. Mr. Joffe reported on the EMC-S Board discussions about P1775. He indicated that PES will address the concerns of SDCCom with the P1775 leadership. Mr. Drozd indicated that he had received general support from Frances Cleveland, the Chair of the PES PSCC committee that is the sponsor of P1775.
35. Mr. Drozd gave a report on long-range planning.
36. Mr. Drozd gave a report on the activities of SACCom.
37. The meeting was adjourned at 5:15 PM.
38. **Upcoming meeting schedule** **Secretary**

Note: Future meeting dates are subject to future change, so they should be used for general information only. These dates should not be used to finalize travel. Other than at the Symposium, if it meets in conjunction with the Board meeting, SDCCom will meet the day before the meetings of the EMC-S Board of Directors. At the Symposium, SDCCom traditionally meets on Monday and Wednesday mornings.

2009 proposed meetings of SDCCom, ExCom and the EMC-S BoD

Location: Tucson, Phoenix AZ or Mexico City (if response received)

Proposed Dates: March 19-21, 2009

Thu, March 19: SDCCom, ExCom, Chapter evening meeting

Fri, March 20: BoD meeting

Sat, March 21(morning): Long Range Planning Brainstorming Exercise

Location: Philadelphia or Pittsburgh, PA

Proposed Dates: May, 22-23,2009

Fri, May 22: ExCom, Chapter evening meeting

Sat, May 23: BoD meeting

Location: Austin, TX (with EMC 2009 Symposium)

Sat, August 15: ExCom

Monday, August 17: SDCCom

Wednesday, August 19: SDCCom

Sun, August 16: BoD meeting

Thu, August 20 BoD dinner meeting

Location: New Brunswick, NJ

Proposed Dates: November, 18-20, 2009

Wed, November 18: SDCCom, ExCom Meeting, Chapter Meeting

Thu, November 19: BoD meeting, BoD Annual Dinner

Fri, November 20 Long Range Planning Session