Attendees: Tom Braxton, Dom Festa, Balaji Gollapalli, Keith Armstrong, Randy Jost, Kimball Williams, Dan Hoolihan

- **Proposals for 2023 Symposium:**
  a. **EM Resilience:** Potential submission in the field of EM Resilience or Risk management of electromagnetic disturbances from Keith.
  b. **IEEE 1848:** A separate submission potential pertaining to IEEE 1848 standard.
  c. **NIST**: No plans of submission from NIST since it's done every 2nd or 3rd year and there was a session on it in 2022.
  d. **Ham radio Workshop:** Proposal to conduct a lecture class with an exam at the end to obtain technician license at exhibit hall.
     i. Exhibit hall allows participation from local amateur operators including those haven't paid to enter lecture hall.
     ii. Members/volunteers to teach and execute examination procedures are identified.
     iii. Currently there are two proposals topics for tutorials on amateur radio.
  e. **PACE Activity:** Looking for a potential speaker for a soft skills topic this year. Ethics is the top of the list of topics to present. The material has been developed and available.
     i. There's a proposal to organize this activity similar to the Radar Con in San Antônio where a 4 1-Hr tutorial blocks are organized for improving writing skills, presentation skills etc.,
     ii. Filler topic: Designing a career path.
     iii. Submission deadline for these kind of activities on March 6th, 2023.
  f. **National or International Standards:** Potential workshop around c63 committee on EMC primarily a North American standard.
     i. **Action Tom:** To contact Janet about an event/workshop, news, and updates on activities on C63.
     ii. **Action Tom:** To contact Karen Burnham about making a proposal on this topic.
     iii. Submission deadline for these activities on March 6th, 2023.
- **Demo circuit Boards:** The circuit board work has had good progress. They are in the process of making measurements. There would be an update in the next education committee meeting.
     i. Work is underway to develop a demonstration book. Slated to distribution for spring or end of this year.
     ii. The codes, documents and books would eventually be made available in github.
     iii. This endeavor is intended to help the community with education and knowledge development. Does not have any monetary aspirations. And not intended to compete with existing endeavors in this space.
     iv. Can use symposium to demonstrate these boards.
     v. If the team intends to make a proposal in the 2023 conference, recommend making a submission before 6th March 2023.
- **ELISE Program:** There are no updates about this program. There's a proposal to bring few PhD students to Grand Rapids.
- **IEEE 1848**:
  a. **Action Tom:** To respond on the PAR submitted by Joe Cosgrave. Recommend if any changes needed.
- **Other Topics:**
  a. **Angel Program:** No actionable things emerge from previous interaction between Tom and Vignesh.
     i. **Action Tom:** Talk to Vignesh about the Angel support. Copy Kim in that conversation.

<ol type="i" start="2">
A comment has been made about the burnout and burden on few members who are providing necessary care and attention to a number of chapters.

<ol type="a" start="2">
Podcast Items: Its Done. Rachel and Tom have made sufficient progress on this topic.
Continuity Groups: There's an opportunity to reduce waste by proper administration of the continuity groups. After having dismantled the working group re-starting a new one few years down the line with new people is wasteful. It gets unnecessarily difficult to maintain the continuity of knowledge and learning without a proper continuity group.
Proposal on Team building: This is potentially an item related to soft skills. Possibility of conducting a tutorial on teamwork or engage in activities/tasks amongst a technical team.
<ol type="i">
Is this worthy of pursuing?
Action Kim: Develop this idea and send it to Tom. This could potentially be valuable to a newly appointed manager who needs to make a cohesive team with the people assigned to him/her.
There was a mention of a course on systems engineering on space system design highlighting the intra and inter team activity. It is important to develop skills to identify and work cohesively amidst the multiple team dynamics.

Mid-career training:
<ol type="i">
Action Tom: Work with Janet to Populate EMC website with available online courses and resources which are cleared by the TC1 committee.

Elected VP information on the website: Unable to find information about the newly elected VPs in the websites.
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Action Tom: Work with Janet to update the EMC website with information about the newly elected VPs and other members.

- Limited attendance minimized discussion on pending items:
  - ELISE program
  - John LaSalle's suggested midcareer EMC training.

  - Global University discussion: looking towards an on-line event.

Action Items:

Owner	Action Item	Status
Kimball Williams	Recruit volunteers for EMCS 2023 in Grand Rapids	Ongoing
Randy Jost	Develop outline for mid-carrier training TC1 to coordinate with EdComm	Open
Sarah Seguin	TC1 to contact GU team to look at updates and expanding and updating GU topics	Open
Tom Braxton	TC1 to review existing letters and draft a letter for engineers to use to get approval for attendance	Draft for review 10/14/22
Tom Braxton	Bring question to BoD on dual track	Add a virtual component to Symposium; request BoD to poll members of EMCS.
~~Doug Kramer~~ Tom Braxton	Talk to Rachel Norrod regarding PodCast and EMC Society promotion	Closed
Kimball Williams	Ask Keith Frazier from Ford about speaking on testing variability	Open
Tom Braxton	To talk to Vignesh about IEEE withdrawal from iNARTE MoU and ask for a public announcement about it.	Closed

Tom Braxton	To talk to Sarah and John Lasselle to propose that TC1 being a clearing house/directory of the training material available in the public domain. Instead of creating a new training altogether.	Open
Dom	To share the new EU directive about no uncertainty to share it with the TC1 members	Closed
Tom Braxton	To contact Janet about an event/workshop, news, and updates on activities on C63.	Open
Tom Braxton	To contact Karen Burnham about making a proposal on this topic.	Open
Tom Braxton	To respond on the PAR submitted by Joe Cosgrave regarding IEEE 1848. Recommend if any changes needed.	Open
Tom Braxton	Talk to Vignesh about the Angel support. Copy Kim in that conversation.	Open
Tom Braxton	Work with Janet to publish available EMC courses/tutorials in EMC website cleared by TC1. As part of TC1's Mid-career training item.	Open
Tom Braxton	Ask Janet to update the website with the details about the newly elected VPs and other members	Open
Kimball Williams	Develop the idea about soft skills/team building and send to Tom. This could potentially be valuable to a newly appointed manager who needs to make a cohesive team with the people assigned to him/her	Open

Previous Action Items:

Tom Braxton	Discuss with Alistair Duffy to determine what is wanted in continuity groups	Closed
Tom Braxton & Kimball Williams	Contact Vignesh re: chapter angels	Open
Kimball Williams & Tom Braxton	proposal for team building	Open
Louann Mlekodaj	proto board development	In-Process