

 MEETING NOTES

**TC1 EMC Management Meeting – 2023 EMC-SIPI Symposium**

**Friday July 14, 2023, 11:00 a.m. CST (UTC-6)**

**Attendees**: Tom Braxton (Host), Karen Burnham, Kimball Williams, Randy J. Jost, Daniel D Hoolihan, Keith Armstrong, Balaji V Gollapalli (Secretary)

**NOTES**

* Welcome to new and returning TC1 participants.
* 2023 Symposium
	+ Meeting for the TC1 committee members has been booked and published in the advance program schedule. Members are advised to verify the location and time of the meeting in the final symposium schedule as the advance schedule is prone to changes.
	+ Preparations for the workshop on soft skills are successfully complete. Materials necessary for executing this workshop are uploaded to the symposium website. Members are advised to check the final symposium schedule for the location and date of this workshop.
	+ The Continuity group meeting for IEEE 1848 & C63 has also been successfully scheduled.
	+ Keith Armstrong is co-organizing the demonstrations with Randy Jost. The date and time of the demonstrations have yet to be published in the advance program.
* iNARTE accreditation status (Tom Braxton)
	+ The IEEE ad hoc committee that had been working to develop the outline of a EMC certification strategy was put on hold temporarily in view of the scheduled meetings between the IEEE, Exemplar Global and ACIL. Since the parties at these meetings could not arrive at a formal resolution, the ad hoc committee has resumed its work as of this day.
	+ The ad hoc committee has been working towards accumulating examination questions from different EMC technical committees, sent out RFIs to the interested companies to provide administrative and software requirements and the formal RFPs are slated to be released in due course.
	+ As this accreditation status falls within the purview of the TC1’s responsibilities, TC1 intends to keep ACIL informed about the EMC society’s plan for accreditation. ACIL is one of the major beneficiaries of this accreditation program as it helps to certify and validate their employees’ credentials thereby enhancing trust amongst their clients.

* EMC Mid-career training
	+ Prototype Boards
		- Randy & Louann have successfully arrived at the final stages of the prototype board development, handouts drafting and uploading materials into Github. These prototype boards are meant to be a simple, low cost, DIY friendly setup to help any interested parties for training, education and understanding.
	+ Update on India IEEE Organization tool
		- No significant update on this topic. Randy is currently completing formal evaluation of the software tool shared by India IEEE organization. He intends to complete the evaluation and share feedback at the earliest possible after the EMC symposium.
	+ IEEE EMC website update with available courses and trainings
		- There has been progress pertaining to the IEEE EMC website. It is now being hosted in the IEEE servers which could provide greater reliability, more storage and more strategic help to make updates as and when necessary.
		- **Action**: Tom intends to learn more about the benefits of hosting EMC website in IEEE servers at the EMC symposium.
	+ **Additional update** - Randy J. Jost
		- IEEE EMC Education committee webpage has few pages dedicated for experiments manual and EMC experiments.
			* **Volunteers Needed**: Volunteers are sought to write the theory and instructions to these pages.
			* **Feedback Needed**: Request the TC1 committee members to review the following pages and provide feedback.
				1. EdCom Activities: <https://www.emcs.org/committees/education-committee-edcom/edcom-activities/>
				2. EMC Experiments and Demonstrations: <https://www.emcs.org/committees/education-committee-edcom/emc-edcom-activities/>
* Follow-up on new training ideas
	+ Global University - Online/Hybrid Format
		- No major update on this topic. Yet to be seen at the 2023 symposium if the Global University presentations are recorded and shared to the members later on.
	+ TC1 support for the ELISE program
		- No major update on this topic.
	+ 1848 for Railways standard development update
		- Update on 1848- MSSV (Machinery Sector Specific Version) Study Group
			* There’s been an ambiguity with the 2 meetings in the advance program. This should be resolved eventually in the actual schedule.
			* The IEEE 1848 CG meeting has no ambiguity and goes as planned.
	+ Medical version of IEEE 1848
		- The IEC 60601-4-6 is currently going through the FDIS (Final Draft International Standard) as a TS (Technical Specifications) and Not as a TR (Technical Recommendations)
		- It is unknown at this point whether the IEEE standard could be published whilst the IEC matters are resolved and published.
		- As an FYI, Pat Order has been appointed as the liaison between the IEEE EMC Society and IEEE Standards committee. Members are encouraged to take note.
	+ Any Other updates
		- NONE
* Other Topics
	+ Karen Burnham has proposed a lunch meeting amongst members at the 2023 symposium about the financial propositions about standards development, commerce, and monetary allocation of resources.
* Review of action items

Action Items:

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| **Owner** | **Action Item** | **Status** |
| Randy Jost | Develop outline for mid-carrier training TC1 to coordinate with EdComm | Open- awaiting acceptance of previous proposals  |
| Tom Braxton | TC1 to contact GU team to look at updates and expanding and updating GU topics | Open |
| Tom Braxton | Bring question to BoD on dual track | Add a virtual component to Symposium; request BoD to poll members of EMCS.Open |
| Kimball Williams | Ask Keith Frazier from Ford about speaking on testing variability | Open – Workshop coming up – In progress  |
| 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 |
| Tom Braxton | To receive a copy of spread sheet with dates, paper submissions and Technical Committees involved for 2023 Symposium.  | Open – In progress  |
| Karen Burnham | To check about the standards relevant to ham radio operators. (Context: Collecting Background Noise levels ways to standardize that collection. Standards to improve amateur radio. Standard that has to do with communications/interference) | Open  |
| Louann Mlekodaj | proto board development | In-Process |
| Tom Braxton & Kimball Williams  | Work on angel support. | Open – preliminary spreadsheet done – in good progress to close  |
| Mark Steffka/ Tom Braxton | To find out whether these sessions are recorded and made available to the EMC society members later | Open  |
| Randy Jost | To distribute the drafts of the prototype boards presentation materials within the next 2-3 weeks to receive everyone’s feedback and comments. | Open |
| Kimball Williams  | To develop and send initial proposal for the special committee to Randy and others for feedback and suggestions. This would eventually be submitted to EMC society board. | Open – In progress – set to go to BOD soon.  |
| Tom Braxton  | Tom intends to learn more about the benefits of hosting EMC website in IEEE servers at the EMC symposium. | Open  |

Closed Action Items:

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| **Owner** | **Action Item** | **Status** |
| Dom | To share the new EU directive about no uncertainty to share it with the TC1 members | Closed |
| ~~Doug Kramer~~Tom Braxton | Talk to Rachel Norrod regarding Podcast and EMC Society promotion | Closed |
| Tom Braxton | To talk to Vignesh about IEEE withdrawal from iNARTE MoU and ask for a public announcement about it. | Closed |
| Tom Braxton | TC1 to review existing letters and draft a letter for engineers to use to get approval for attendance | 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.  | Closed  |
| Tom Braxton | To contact Karen Burnham about making a proposal on this topic.  | Closed |
| Keith | To explore opportunities to carry a demonstration kit to the 2023 symposium. | Closed – Done. |
| Tom Braxton | To send acknowledgements and status update to the companies that have responded to our RFI submission.  | Closed - Done |
| Keith & Davy | Keith and Davy to discuss and determine whether combining both IEEE 1848 meetings at the 2023 Symposium would be more beneficial.  | Closed – Done – only 1 3 Hour meeting |
| Dan Hoolihan | To contact Janet about an event/workshop, news, and updates on activities on C63.  | Website has all info needed at [www.c63.org](http://www.c63.org)  |
| Kimball Williams | Recruit amateur radio volunteers for EMCS 2023 in Grand Rapids | STOPPED |
| Kimball Williams & Randy Jost | 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 | CLOSED  |

* Adjourn