

IEEE EMC Society Standards Development & Education Committee (SDECom)

Meeting Minutes

April 12, 2023

Hybrid (In-person + WebEx)
Hyatt Regency Lake Washington, Seattle, WA

Chair: Ross Carlton ross.carlton@ets-lindgren.com
Vice Chair: Jens Medler jens.medler@rohde-schwarz.com
Secretary: Henry Benitez henry@emicomply.com

Vice President (Standards);
Ed Hare w1rfi@arrl.org
Standards Association Liaison:
Jennifer Santulli j.santulli@ieee.org

Meeting start: 15:00 PDT (UTC/GMT -7 hours)

1. Call to Order and Roll Call Chair

1.1. Chair's Remarks

The Chair called the meeting to order at 14:30 EDT.

1.2. Introductions

Members, participants, and guests introduced themselves.

1.3. Voting Membership

Roll call. Attendance is recorded in the Member Attendance Table.

Name	Role	Affiliation
Benitez, Henry	Secretary	ElectroMagnetic Investigations
Braxton, Tom	Member	Shure
Burnham, Karen	Member	Electro Magnetic Applications
Carlton, Ross	Chair	ETS-Lindgren
Duffy, Alistair	Member	De Montfort University
Fanning, Craig	Member	Elite Electronic Engineering
Festa, Domenico	Member	IBD
Hare, Ed	Member	ARRL
Heather, Fred	Member	US Navy
Hoolihan, Dan	Member	Hoolihan EMC Consulting
Medler, Jens	Vice Chair	Rohde & Schwarz
Norgard, John	Member	NASA
Pettit, Ghery	Member	Pettit EMC Consulting
Pissoort, Davy	Member	KU Leuven
Podgorski, Andrew	Member	Independent Scientist
Williams, Kimball	Member	Consultant

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1.4. Non-Voting Membership

Roll call. Attendance is recorded in the Member Attendance Table.

Name	Role	Affiliation
Roder, Patricia	Secretariat	IEEE Standards Association
McLellan, Joanna	-	EMC Productivity

1.5. Non-Members

Name	Affiliation
Achar, Ram	
Chen, Zhong	ETS-Lindgren
Ladbury, John	NIST
Lewis, Dennis	Boeing
Morse, Bill	Schweitzer Engineering Laboratories
Ramie, Jerry	ARC Technical Services
Simons, Matt	NIST
Vaghela, Jignesh	Ditch Witch

1.6. Quorum

Quorum requires 50% of the voting membership in attendance. With 16 voting members, 8 or more voting members are required to establish a quorum. Quorum was met with 11 members in attendance.

2. Approval of the Agenda

Secretary

The agenda was reviewed. A motion to approve was made by Braxton and seconded by Williams. The motion was unanimously approved.

3. IEEE Patent Slides

Secretary

The IEEE SA Patent Policy was presented and a call for patents was made. There were no responses.

4. Minutes of the Previous Meeting

Secretary

The meeting minutes from 3 November 2023 were reviewed. A motion to approve was made by Petit and seconded by Benitez. The motion was unanimously approved.

5. Actions of the Previous Meeting

Secretary

The action items were reviewed and updated.

6. Membership

Chair

An application for a new membership for B. Morse of Schweitzer Engineering Laboratories was considered and discussed. A motion to approve was made by Benitez and seconded by Petit. The motion was unanimously approved.

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An application for a new membership for S. Anderson of ARRL, originally presented at the 3 November 2022 meeting, was considered, and discussed again. A motion to approve was made by Petit and seconded by Braxton. The motion was unanimously approved.

AI 2023-01 – Carlton to inform Mr. Anderson and Mr. Morse of membership approval.

STRATEGIC ACTIVITY FOR DISCUSSION

7. Officer Elections

The election of new officers was held. The slate of officers consisted of:

- Chair – Alistair Duffy
- Vice-chair – Jens Medler
- Secretary – Ross Carlton

A motion to approve the slate was made by Benitez and seconded by Braxton. The motion was unanimously approved.

8. Policies and Procedures of SDECom

The SDECom P&Ps have been published on the website.

WG P&Ps need to be updated. Hare provided background noting that; historically, WG P&Ps have been WG -specific. Hare completed an initial draft for review.

AI 2023-02– Burnham and Roder to review and comment.

9. Arrangements for Standards Week 2023

SDECom will repeat its program for Standards Week in 2023 with additional focus on WG and CG meetings. Plans include:

- Moved the Global EMC Standards Tutorial to a regular tutorial session.
- Eliminated the traditional Monday afternoon Standards training on Introductory topics and for WG Chairs.
- Publicize the success of recent standards.

Ideas still be implemented include:

- Hold a Standards Keynote.
- Hold a Standards mixer of lunch. Presentations on Standards should be part of the event.
- Short presentations or videos can be used as content for other events.
- Ensure that the initial Keynote, Standards-related sessions, etc include plugs for Standards events. A slide could be developed.

AI 2022-03– Carlton to email WG Chairs to hold meetings at the Symposium.

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10. Continuity Groups

There needs to be more focus on assembling these Groups and getting them active. Discussion topics included changing the name and locating sources of funding to enable proactive engagement.

The current Continuity Groups are as follows:

- Emissions
 - Potential standards: 139, 187, 377
 - Potential chair: David Traver (open to discussion; availability severely limited)
- Shielding
 - Potential standards: 299, 299.1, 1302, 2715, 2716
 - Chair: Davy Pissoot
- Probes
 - Potential standards: 475, 1309
 - Potential chair: Zhong Chen (open to discussion; availability severely limited)
- Computational Electromagnetics
 - Potential standards: 1597.1, 1597.2
 - Potential chair: Alistair Duffy
- Intentional EMI
 - Potential standards: 1642
 - Potential chair: Bill Radasky (open to discussion; availability severely limited)
- EMI Risk
 - Potential standards: 1848
 - Potential chair: Keith Armstrong

11. Working closer with Other IEEE Societies

Burnham is working on outreach with other Societies. A presentation is being developed. Current engagement includes:

- ESDA (Michael Khazinsky, Silicon Labs)
- PES (Jerry Ramie, ARC Technical Resources)

12. IEEE Standards Association

Please note that our long-time IEEE-SA rep, Jennifer Santulli, has transitioned away from SDECom support to focus on other areas. Our new rep is Patricia Roder, who has a lot of experience with EMC standards development.

STANDARDS DEVELOPMENT ACTIVITY FOR DISCUSSION

13. Standards Reports and Status

The list of standards and their status is available on the EMCS web site.

https://s3.us-east-2.amazonaws.com/ieeesdecom/Standards_Matrix.pdf

14. Standards Actions

To discuss actions to take on standards.

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- P473 “Recommended Practice for an Electromagnetic Site Survey (10 kHz to 40 GHz)”
 - Chair: Kiger
 - PAR expires at the end of 2023.
 - Maintenance is in progress.
- P1128 “Recommended Practice for Radio-Frequency (RF) Absorber Evaluation in the Range of 30 MHz to 40 GHz” (Chen)
 - Chair: Chen
 - PAR expires at the end of 2023.
 - Maintenance is in progress.
- P1841.1 “IEEE Standard for Techniques and Measures to Manage Risks with Regard to Electromagnetic Disturbances – Machinery sector”
 - A new PAR has been requested. SDECom approval is needed.
- P2665 “Recommended Practice for Statistical Process Control for EMC Test Laboratories”
 - Chair: Williams
 - Published on 27 January 2023.
- P2715 “Guide for the Characterization of the Shielding Effectiveness of Planar Materials”
 - Chair: Davy Pissort
 - Published on 05 May 2023.
- P2716 “Guide for the Characterization of the Effectiveness of Printed Circuit Board Level Shielding”
 - Chair: Davy Pissort
 - Published on 29 May 2023.
- P2717 “Passive Intermodulation Test Methods for Wireless Systems in Low Noise Environments”
 - Chair: Liu
 - PAR expires at the end of 2023.
 - A 1-year extension has been requested.
- P2718 “Guide for Near Field Characterization of Unintentional Stochastic Radiators”
 - Chair: Primiani
 - PAR expires at the end of 2023.
- P2838 “Standard for Aircraft Component Lightning Strike Direct Effects Qualification”
 - Chair: Heather
 - PAR expires at the end of 2023.

A motion to approve balloting for P2717 and P2718 was made by Hare and seconded by Petit. The motion was unanimously approved.

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15. Formation of Maintenance Working Groups for Expiring Standards

To discuss the formation of Working Groups for standards requiring maintenance.

- Std. 299-2006 “Standard Method for Measuring the Effectiveness of Shielding Enclosures” (TBD)
 - Expires 12/31/2022.
 - Maintenance being addressed by Shielding CG.
- Std. 299.1-2013 “Standard Method for Measuring the Shielding Effectiveness of Enclosures and Boxes Having Dimensions Between 0.1 and 2m” (TBD)
 - Expires 12/31/2023.
 - Maintenance being addressed by Shielding CG.
- Std. 1309-2013 “Standard for Calibration of Electromagnetic Field Sensors and Probes, Excluding Antennas, from 9 kHz to 40 GHz” (Chen)
 - Expires 12/31/2023.
 - PAR preparation maintenance is in progress.
- Std 1560-2013 “Methods of Measurement of Radio Frequency Interference Filter Suppression Capability in the Range of 100 Hz to 10 GHz”. (TBD)
 - Expires 12/31/2023
 - Scully and Kraemer on previous WG.
 - No maintenance is progress.

16. New Work Items

A PAR is being prepared for P1848.1 “IEEE Standard for Techniques and Measures to Manage Risks with Regard to Electromagnetic Disturbances – Machinery sector”. Submission is expected prior to the next meeting.

17. Reports from SDECom representation on other bodies

A report on the activities of ASC C63 was provided by Norgard.

18. Other IEEE Standards

None.

19. VP Standards

The new VP for Standards is Karen Burnham.

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CLOSING ITEMS

20. Any other business

None.

21. Adjournment of meeting (17:03 EDT)

The next meeting of SDECom will be on 28 July 2023 at a 0800 PDT.

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ACTION ITEMS

AI #	Action	Owner	Assigned	Due	Status
2021-04	Draft a PAR for Std 1775.	Ed Hare	7/13/21	N/A	Closed as OBE.
2021-09	Contact the Chair of the WG for P2838 for a response on similarity to other standards.	R. Carlton	7/13/21	8/16/21	No recent meeting or update
2022-02	Present continuity group concept to TAC to see if TC's will promote participation or provide the CG membership or Chair.	R. Carlton	1/12/22	8/5/22	Open. Target for TAC at the Symposium.
2022-06	Contact Z. Chen for level of maintenance required on Std. 1309-2013.	R. Carlton	2/24/2022	4/1/2022	Closed. Confirmed that Zhong can lead.
2022-07	Request Std. 1560-2013 from J. Santulli and perform initial review.	R. Carlton	2/24/2022	4/1/2022	Open. Have the std. Review TBD.
2022-15	Update the member list on the website	R. Carlton	8/1/22	9/1/2022	Closed
2022-16	Post the 2022 P&Ps on the website.	R. Carlton	8/1/22	9/1/2022	Closed
2022-17	Assist with new WG P&Ps.	K. Burnham	11/3/22	11/30/22	Open
2022-18	Motion and vote of PAR extensions and ballot approval.	R. Carlton	11/3/22	11/30/22	Closed
2022-19	Review and connect with TC-4 on maintenance of Std 1560-2013.	R. Carlton	11/3/22	2/28/23	Open
2022-20	Initiate contact with PES on a joint meeting to hear new RP PAR.	R. Carlton	11/3/22	1/30/23	Open
2023-01	Inform Mr. Anderson and Mr. Morse of membership approval at 4/12/23 meeting.	R. Carlton	4/12/23	5/12/23	New
2023-02	Review and comment on Hare's draft WG P&Ps.	K. Burnham P. Roder	4/12/23	5/12/23	New
2023-03	Email WG Chairs to hold meetings at the Symposium.	R. Carlton	4/12/23	5/12/23	New

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MEMBER ATTENDANCE

Committee Member	Meeting Date											
	210816	220112	220224	220406	220801	220804	221103	230412				
Voting												
Benitez, Henry	-	X	-	X	X	X	X	X				
Anderson, Steve												
Braxton, Tom	-	X	-	-	-	-	X	X				
Burnham, Karen	X	-	X	X	X	-	X	X				
Carlton, Ross	X	X	X	X	X	X	X	X				
Duffy, Alistair	-	X	-	X	-	X	-	-				
Fanning, Craig	X	X	X	X	-	-	-	X				
Festa, Domenico	-	-	-	-	X	-	-	-				
Hare, Ed	X	X	X	X	X	X	X	X				
Heather, Fred	-	-	-	-	X	-	-	-				
Hoolihan, Dan	-	-	-	-	X	-	-	-				
Medler, Jens	-	X	X	-	-	-	-	X				
Morse, Bill												
Norgard, John	X	-	X	X	X	X	-	X				
Pettit, Ghery	-	X	X	-	X	X	-	X				
Pissoort, Davy	-	X	-	X	X	X	-	-				
Podgorski, Andrew	X	X	X	-	X	X	X	X				
Williams, Kimball	-	X	X	X	X	X	-	X				
Non-Voting												
Santulli, Jennifer	X	X	X	X	X	X	X	-	-	-	-	-
Roder, Patricia	-	-	-	-	-	-	-	X				

X = Attended