

 MEETING NOTES

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

 **Friday, November 10, 2023, 10:30 a.m. CDT (UTC-5)**

**Attendees:** Karen Burnham, Daniel D Hoolihan, Keith Armstrong, Kimball Williams, Tom Braxton, Louann (Devine) Devine-Mlekodaj, Balaji Gollapalli

**NOTES:**

* Welcome to new and returning TC1 participants.
* Update on EMC Engineer Certification Process
	+ TC1’s (Tom Braxton) involvement on the Exemplar Global’s Industry Advisory Panel on behalf of the IEEE EMC Society continues.
	+ IEEE EMC Society’s Ad hoc committee to develop an in-house certification avenue continues without any hinderance.
* TC1 elections
	+ Officer elections for TC1 are coming up soon. Need for Identifying potential interested candidates for different positions was emphasized. Potential to spread the word amongst the graduate students who might be willing to take up roles.
* Career training and education
	+ Prototype Boards
		- No significant update on this front.
* Proposal to add a Special Committee to TC3 on Communication EMC – Kimball Williams, Karen Burnham
* Idea for Standard Development Committee meetings
	+ Kimball Williams proposed an innovative technique to institute role play kind of activity at the beginning of the Standards development committee meetings to share the key standards development messages, rules, and obligations in a memorable and personal way.
		- For example: A 2–3-minute puppet show about how a typical standards development meeting could be run might help the existing and new members to familiarize themselves with the ground rules. This idea could help participants to learn and buttress their understanding about IEEE’s proposed methods to deescalate charged debates, unentangling conflicts, deal with disagreements during meetings.
* Follow-up on new training ideas
	+ Some training ideas include,
		- Hybrid Format for Global University – While this is a good idea, due to lack of interest amongst participants and costs involved in setting up a virtual session in addition to in person sessions might make this option untenable.
		- Few other ideas pertaining to GU include the following,
			* Institute separate payment structure just to GU
			* Separate GU from the Symposium
			* Offer GU at multiple times of the year
			* Dynamic pricing ideas: ONLY GU attendees may pay an extra price while symposium goers would get a discount on GU.
		- **Action**: Tom & Balaji: To propose the above ideas pertaining to GU to Vignesh.
		- **Action**: Tom to speak with Karen about potential avenues for Incentivizing presenters for the GU in the same vein as the discussion surrounding incentivizing the members within the standards development committees for their time and efforts.
		- **Action**: Dan Hoolihan to speak with Bob DeLisi about a session about C63 at the conference next year.
		- Soft Skills:
			* This workshop provides us an opportunity to reach out to eminent speakers from various industries and departments.
		- **Action:** Kimball Williams to explore inviting speakers such as Director of SETI or W6-SWW
		- Another avenue that could be explored to invite speakers is in the EMP field.
		- Special speakers such as this might make it easier to convince the symposium organizers to approve.
* IEEE 1848 Updates
	+ IEEE 1848 Machinery:
		- The PAR for project P1848.1 Standard for Techniques & measures to manage functional safety and other risks with regard to Electromagnetic Disturbances – Machinery Sector was approved until 31 Dec 2027.
		- First executive committee meeting was held on Nov 3rd, 2023, amongst Doug Nix (Chair), Davy Pissoort (Vice Chair), and Balaji Gollapalli (Secretary).
		- Among other things that were discussed, the following are notable.
			* Study group survey results were reviewed and analyzed.
			* Meeting frequency and schedule was discussed and finalized.
	+ IEEE 1848 Railway & Medical:
		- Medical Version of the IEEE 1848 is now being developed as an IEC Standard. This standard is slated to go into final voting any time soon.
* TC3 Updates: Deferred since Karen Burnham was not available.
* Other Topics
* Review of action items

**Action Items:**

|  |  |  |
| --- | --- | --- |
| **Owner** | **Action Item** | **Status** |
| Kimball Williams  | Inviting special speakers such as Director of SETI etc., for the EMC Symposium next year | Open-New |
| Dan Hoolihan | Speak with Bob DeLisi about a session about C63 in the conference next year. | Open-New |
| Tom Braxton | Tom to speak with Karen about potential avenues for Incentivizing presenters for the GU in the same vein as the discussion surrounding incentivizing the members within the standards development committees for their time and efforts. | Open-New |
| Tom Braxton & Balaji Gollapalli | To propose following ideas pertaining to GU to VigneshInstitute separate payment structure just to GU. Separate GU from the Symposium. Offer GU multiple times of the year. Dynamic pricing ideas: ONLY GU attendees may pay an extra price while symposium goers would get a discount on GU. | Open-New |
| Karen Burnham | To develop a preliminary abstract and title of an ambient EMC environment characterization workshop /tutorial/demo  | Open  |
| Tom Braxton | Tom to ask Davy Pissoort’ about EM resilience and how that’s being defined. As that will have an influence on how EMC affects communication  | Open  |
| Tom Braxton | Tom to speak with Mark Steffka to convey the feedback about the structure, content, and agenda of the Global University.  | Open  |
| Randy Jost | Develop outline for mid-carrier training TC1 to coordinate with EdComm | Open- awaiting acceptance of previous proposals  |
| ~~Sarah Seguin~~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 – new website in progress |
| 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 | Open – In progress |
| Tom Braxton | To receive a copy of spread sheet with dates, paper submissions and Technical Committees involved for 2023 Symposium.  | Closed  |
| Karen Burnham | To check about the standards relevant to ham radio operators. | Open |
| Louann Mlekodaj | Proto-board development | In-Process |
| Tom Braxton & K. Williams  | Work on angel support. | Open – prelim spreadsheet done – 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.  |

Closed Action Items:

|  |  |  |
| --- | --- | --- |
| **Owner** | **Action Item** | **Status** |
| Dom | To share the new EU directive about no uncertainty 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 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 updates 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 | Closed |

* Adjourn