IEEE EMC Society
Standards Advisory and Coordination Committee (SACCom)
25 July 2016
11:15 am to noon (Ottawa is on New York time)
Ottawa, Canada
Room 209 in the Convention Center
Draft Minutes

1.	Opening of meeting Welcome and Introductions	Chair	Items Discussed	Comments for the minutes Meeting opened at 11:15am and the experts around the room introduced themselves.
2.	Duty to Inform	Secretary	http://www.c63.org/documents/misc/patents/C63_Patent_Call_slideset_final_1.pdf	Covered and no issues noted
3.	Approve minutes of San Francisco meeting	Secretary	http://www.emcs.org/standards/saccom/sac-mtgs.html Direct minutes	Approved as presented
4.	Review EMCS web site	Secretary	http://www.emcs.org/standards/saccomindex.html	Website reviewed
5.	Review Membership	Secretary	http://www.emcs.org/standards/saccom/sac-members.html	Membership reviewed Richard Worley is taking over for Ghery Pettit for ITI TC <mark>Action Item Ottawa-1: Secretary</mark> to contact Ronnie Storrs and Jean-Luc Detrez to see if they will report for CENELEC TC210 by 1 September <mark>Action Item Ottawa-2:</mark> Don will contact IEC Standards Organization (by 1 September) who work on EMC standards to see if they want to join SACCom and report on their activities.
6.	Plans for rest of 2016	Chair	Review scope and plans http://www.emcs.org/standards/saccomindex.html	<mark>Action Item Ottawa-3</mark> All committee members to report

				future meeting dates to Andy Marvin by 15 August 2016
7.	Review SACCom organization meetings for rest of 2016	Vice chair	http://www.emcs.org/standards/saccom/sac-mtgs.html	Next meeting is Nov 12, 2016 in Phoenix, AZ.
8.	Present update reports since San Francisco meeting received from SACCom members	SACCom members in attendance	C63 AAMI SAE AE4 CISPR/A ISO TC20 ISO TC22	The reports shown in the column to the left were presented by the representatives in attendance
9.	Review of standards strategic plan	Chair and Secretary		Not covered (ran out of time)
10.	AOB	Chair	Reach out to SACCom members-Scully	Bob Scully addressed the committee: - Goal is to reach out to other EMC standards development organization outside of the IEEE to expand the list of active SACCom committee members - Need to identify organizations and identify potential members/contacts. Action Item Ottawa-4 Bob Scully to prepare a plan on how to effectively implement the above strategy by 15 September 2016
11.	Adjourn	Chair		Adjourn at 12:00pm

Attendance:

Ross Carlton	National Instruments	Ross.carlton@ni.com
Erin Spiewak	IEEE Standards Association	e.spiewak@ieee.org
Natasha Alvarado	IEEE Standards Association	n.alvarado@ieee.org
Bob Scully	IEEE EMC Society	Bob.scully@ieee.org
Noel Sargent	AI Solutions	Noel.b.sargent@nasa.gov
Robert Kado	Fiat Chrysler	Robert.kado@FCAgroup.com
Richard Worley	Dell Inc.	Richard_worley@dell.com
Tom Braxton	Shure Inc.	tbraxton@ieee.org

Abtin Spantman	DanFoss	Abstin.spantman@danfoss.com
Don Sweeney	DLS Electronics	dsweeney@dlsemc.com
Andy Marvin	University of York (UK)	andy.marvin@york.ac.uk
John Norgard	NASA	j.norgard@ieee.org
Alistair Duffy	De Montfort University	apd@dmo.ac.uk
Ghery Pettit	Pettit EMC Consulting	ghery@pettitemc consulting.com
Ed Hare	American Radio Relay League	W1rfi@arrl.org
Craig Fanning	Elite Electronic Engineering	cfanning@elitetest.com
Susan K. Tatiner	IEEE Standards Association	s.tatiner@ieee.org