**IEEE EMC Society**

**Standards Advisory and Coordination Committee (SACCom)**

**Meeting Minutes**

December 8, 2019

Reno, Nevada, USA

10:30 to 12:00

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| Item | Topic | Owner | Reference | Comments |
| 1 | Opening of meeting.  Welcome and Introductions. | Chair |  | Chair opened the meeting at 10:40 PST.  Attendees introduced themselves. |
| 2 | Duty to Inform | Chair | <https://standards.ieee.org/about/sasb/patcom/materials.html> | Patent slides were presented.  No issues were raised. |
| 3 | Approve minutes of New Orleans meeting | Secretary | <http://www.emcs.org/advisory-meetings.html> | Minutes were reviewed and unanimously approved. |
| 4 | Review scope and plans |  | <http://www.emcs.org/advisory-and-coordination.html> | Website scope was reviewed. No changes requested. |
| 5 | Review Membership | Secretary | <http://www.emcs.org/advisory-membership.html>  SAE AE4 replacement | Membership was reviewed. The position of Vice-Chair is vacant. The SAE liaison will be replaced by Eric Stewart of Collins Aerospace. |
| 6 | Review new EMCS web site for SACCom | Secretary | <http://www.emcs.org/advisory-and-coordination.html> | Web site was reviewed. No changes requested. |
| 7 | Further plans for 2020 | Chair/  SDECom Chair |  | Working closely with SDECom on its new Standards (Development) Coordination Committee. Planning standards content for Symposium in Reno. |
| 8 | Present update reports since Reno meeting presented by SACCom members present | SACCom members in attendance | <http://www.emcs.org/member-reports.html> | Reports presented by: ANSI C63, IEC CISPR A/D/H/I, IEC TC 210, SAE AE-4, CLC/SCC39  See the reference URL for the reports. |
| 9 | Review of standards strategic plan | VP for Standards |  | There was no discussion. Deferred to Strategic Planning Session. |
| 10 | Progress on getting additional members | Secretary |  | Increasing outreach to unrepresented SDOs to identify liaisons. |
| 11 | AOB | Chair |  | There was no other business. |
| 12 | Next Meeting | Chair |  | February 9, 2020 in Orlando, FL.  Date is tentative! |
| 13 | Adjourn | Chair |  | Chair adjourned the meeting at 11:35 PST. |

