



Electromagnetic Compatibility Society
Technical Committee 'TC1'
EMC Management

Action Item Listing

Item No	Priority	Action Item Description	Assigned to:	Next Step?	Date Assigned	Date Complete
1		Risk management is recommended as a topic the committee should consider.	All	Better definition.	Symp2011	
2		Doug recommended we attend Keith Armstrong's paper on Thursday and consider how we might incorporate Risk Management into the committee's portfolio.	Include in Agenda for 2012 Mtg.	Ross to review Keith's paper.	Symp2011	
3		We need to inquire with Brian Lawrence on the quality and number of questions and whether the current set of questions is both sufficient and appropriate.	Kim	Call Brian. Bring up at TAC.	4/16/2012	
4		Dick Ford proposed that TC1 reach out to iNARTE specifically on the issue of questions to ensure complete coverage. The field of interest for EMC impacts testing intent and direction.	Kim		4/16/2012	
5		Kim offered to distribute the current listing of iNARTE fields for design of questions with the TC in order to begin a discussion on the merits of the list.	Kim	Send List	8/12/2011	Done
6		Doug proposed a committee to lead this inquiry with Dick Ford as the lead. Motion approved with support of the entire committee.	Ross contact Dick	Ross contact Dick	4/16/2012	
7		Dick Ford proposed that we consider hosting a session on "Leadership and Management, Complementary Challenges" that focus the counterpoint between the two. The motion was accepted with the intent to bring this forth at the 2013 Symposium in Denver.	Ross	Focus for Denver	4/16/2012	
8		We proposed initial thoughts be incorporated into papers that could be presented at the Pittsburgh Symposium to lay the ground work for a full session, tutorial or workshop.	Bits & Pieces in workshop...T C3	Call for volunteers to write papers for EMC2013		
9		We resolved that we should encourage the EMC2012 Symposium committee to incorporate a TAC poster session in the planning for the Symposium.	2013	Opps!	4/16/2012	Done: See Note.
10		Doug asked if we could encourage staff from FCC and/or NIST to assist on specific workshops.	2013	Brad More Tom Fagan	4/16/2012	
11		Planning for international participation of countries with existing MRA's is moving forward. This could be either a special session or workshop. (Mexico, Canada, Korean, China, etc.)	2013	NIST Help Romona. Saar@nist.gov	4/16/2012	
12		The TAC is developing a process to move from Special Committee to Technical Committees. Any one with memory of this process in past years is asked to please contact Bob or Bruce to assist them in recreating this process and its supporting documents.	Kim	Don Herimann	4/16/2012	
13		With respect to absent members, where e-mail contact does not seem to be working, Kim will make a deep inquiry with the SAMIEEE to try to either reconnect and establish contact, or confirm they should be removed from the roster as TC1 members.	Kim	SAMIEEE Access	4/16/2012	

14		Encourage our members to recruit from our individual Chapters to assist building the TC membership. (Focus on potential women members.)	ALL	How to do?	Symp 2011	
15		John LaSalle suggested we use e-mail blasts, especially prior to next year's symposium and attach ourselves to the membership booth.	Kim	Kim: Clarify with John	4/16/2012	
16		Dick cautioned on unrestrained growth without a strong plan and good support from existing membership.	Ross	Ross: Ask Dick to elaborate	4/16/2012	
17		Ross mentioned that we have (iNARTE) 4 categories we need to check. He will send out questions to John and Kim to check.	Ross	Ross: will send to everyone on the telecon.	4/16/2012	Done
18		Tentative 6/18/2012: TC1 Teleconference @ 11:00AM EDT	Kim	Kim: Send notice to all TC1 Membership	4/16/2012	Done
19	NOTE:	Bruce Archambeault informed us that a 'Flyer' with all committee information will be in the attendee 'bags' as a 'stuffer' item.				
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Comments

iNARTE BOD Mtg:
30 Apr 12

Do reviewers need iNARTE
cert?
All boxes checked / who?

All Lists

e-mail

Identify speakers
List of Topics
x

TC1 Telecon Schedule =
Symp + 2 Months

Ross: Add EMC Lab
Management Workshop to
2013
Consider governmental
involvement with any/all
workshops. Specifics!

NVLAP Link?

Talk to HQ.
TAB (Don Heirmann)

TAC Recommend

Discuss at EMC2012
Committee meeting.

iNARTE Questions