**IEEE EMC Society**

**Standards Development and Education Committee**

**(SDECom)**

<http://www.emcs.org/standards/sdecomindex.html>

**Attendees:**

|  |  |  |
| --- | --- | --- |
| Alistair Duffy (Chair)  Bruce Archambeault  Henry Benitez  Tom Braxton  Colin Brench | Ross Carlton (Secretary)  Larry Cohen  Kris Hatashita  Hiroshi Inoue  Joanna McLellan  John Norgard | Ed Hare (VP Standards)  Davy Pissoort  Frank Sabath  Carlos Sartori  Don Sweeney  Kimball Williams |

**April 10, 2018 10:00-12:00 Piscataway, NJ, USA**

1. **Call to Order and Introductions Chair**

The Chair opened the meeting by welcoming the attendees and establishing the ground rules for the meeting. The Chair also summarized the program of work for the meeting.

Attendees then introduced themselves, their affiliation, and their interest in standards development.

1. **Approval of Agenda Secretary**

The draft agenda was reviewed. No changes were identified. Motion to approve the minutes was made by Kimball Williams, seconded by John Norgard. The motion passed unanimously.

***GENERAL ITEMS TO NOTE***

1. **Show IEEE Patent slides Chair**

Attendees were notified of the rules regarding the discussion of patented work. The attendees were polled for comments on or issues with the rules with none being raised.

***ADMINISTRATIVE ITEMS FOR ACTION***

1. **Minutes of Previous Meeting Secretary**

The draft minutes from the November 12, 2017 meeting in Phoenix, AZ were reviewed. The title of P1848 was corrected. The Chair reviewed the open SDECom volunteer positions from Section 8 of the minutes. Motion to approve the minutes was made by Tom Braxton, seconded by John Norgard. The motion passed unanimously.

1. **Actions of the Previous Meeting Secretary**
   * Action 2017-4 – Ed Hare: Setup email reflector for WG Chairs. OPEN.
   * Action 2017-8 – Alistair Duffy: Ask Janet about R1-R7 use of booth. Can the booth be shipped internationally? OPEN.
   * Action 2017-10 – Ed Hare: Send balloting instructions to membership by email. OPEN.
   * Action 2017-11 – Ed Hare: Work with Sue to send liaison request to Power & Energy to invite them to participate in P1897. CLOSED.
   * Action 2017-12 – Ed Hare: Determine if minor revision can be made to keep the 377 standard alive. Will create a PAR for maintenance. See 2017-18. CLOSED.
   * Action 2017-13 – Mike Oliver: Report on the status of P2425 at the next SDECom meeting. See 2017-19. CLOSED.
   * Action 2017-14 - Ed Hare: Determine which WGs plan to meet in Singapore. Ed requested WGs to disclose meetings to be held in Singapore. Few if any WGs will meet in Singapore. OPEN.
   * Action 2017-15 - Ed Hare: Contact WG/TC Chairs for Singapore and encourage them to either hold a meeting or to provide a presentation on their activities, needs, etc. Similar to 14. CLOSED.
   * Action 2017-16 – Alistair Duffy & Ed Hare: Prepare the 1-hour SDECom presentation for Singapore. Added Ed Hare to the Action. OPEN.
   * Action 2017-17 - Ed Hare: Work with IEEE SA for SDECom to become a co-sponsor for P1613. SDECom will apply to be a co-sponsor. OPEN.
   * Action 2017-18 - Ed Hare: Create the PAR for maintenance of 377. See 2018-xx. Instead of proceeding with the PAR, the Committee decided to form a study group to determine the path forward. CLOSED.
   * Action 2017-19 – Alistair Duffy: Check with Mike Oliver for the % complete of the draft of P2425. OPEN.
   * Action 2017-20 – Henry Benitez: Attempt to get a copy of a white paper by Hori/Mendoza on limits for load ports referenced during the C63.29 session and send to SDECom. OPEN.
   * Action 2017-21 – Henry Benitez: Send a sanitized version of the C63 presentation to the Secretary for inclusion in the Minutes. OPEN.
2. **SDECom P&Ps**

The Chair notified the Committee of the need to revise the SDECom Policies & Procedures (P&Ps) needs to conform the latest baseline published by the IEEE.

Ed Hare noted that P&Ps are also created for each standards working group. There could be a single default P&P that is used except in cases where a separate or different P&P is required.

Jennifer Santulli provided an overview of the changes in the baseline P&P. Most of the changes appear to be editorial and largely inconsequential. Jennifer then led the Committee though a detailed review of the baseline P&P as follows:

Section 1 – The only part of this introductory section to be modified by SDECom is section 1.6 for Definitions. The Committee discussed the participant definitions proposed in the baseline, reviewed the chart showing the relationships of the various definitions, and discussing possible options for changes to the definitions.

Section 2 – This section on WG responsibilities cannot be modified expect to add responsibilities. No additional responsibilities were discussed.

Section 3 – This section governs the officers of SDECom. Since SDECom officers are appointed, “Case 1” is followed throughout this section. After some discussion, the Committee decided to strike the sentence related to the length of term of office. Officers will serve until a replacement is appointed in accordance with the rules.

Section 4 – This section governs WG membership. The Committee reviewed the requirements for membership, attendance and voting.

Section 5 – This section governs subgroups of the WG. This section cannot be modified.

Section 6 – This section governs the rules for meetings of the WG including establishing a quorum, executive session, meeting fees, and meeting minutes. The rules for meetings and quorum were reviewed. The meeting fees section was modified by deleting the expense-sharing clause. The executive session and minutes sections cannot be modified.

After the review and all discussion was complete, the Chair motioned to approve the SDECom P&Ps with the changes made. Seconded by Ed Hare. The motion passed unanimously.

1. **IEEE Standards Association**

Jennifer Santulli made a short presentation on the upcoming General Data Protection Regulation (GDPR) and its impact on collecting and distributing the contact data of SDECom members, WG members, visitors to our website, etc. People must actively opt-in for their personal data to be shared. The new rules go into effect on May 25, 2018.

Sri Chandra then made a short presentation on Standards University (<https://www.standardsuniversity.org/>). Standards University offers many useful products for Standards professionals and students. Available content includes:

* Tutorials on standards and typical standards development processes, issues, etc.
* Videos targeted at students and employers
* A University Grant program
* Standards games to simulate an actual WG as well as a Mars Colonization game.

**Action 2018-01** – Ross Carlton: Find out more information on the Standards games.

1. **SDECom Teams**

The Chair reviewed the need for more focus by SDECom and its members. The proposed teams and their goals were reviewed. Every SDECom member must join at least one team.

**Action 2018-02** – Don Sweeny: Encourage SDECom members to join at least one team.

**Action 2018-03** – ALL: Email the Chair with your selected team or teams.

1. **P1848 Approval to go to Ballot**

The Chair briefly review the draft standard. Ed Hare motioned to approve the P1848 draft and send it to balloting. Seconded by Tom Braxton. The motion passed unanimously.

In conversation following the vote, Don Sweeny asked who would use the standard considering its complexity. Henry Benitez stated that he was also unsure how the standard would be applied. Joana Hill added that automotive manufacturers may not adopt this standard, which could limit its usefulness. The Committee agreed that these were questions yet to be answered.

1. **Revision 1597.1 approval to go to Ballot**

The Chair briefly review the draft standard. It was noted that the standards number in the draft was incorrect “1547.1” instead of “1597.1”. This change was made. All other needed changes were editorial. Ed Hare motioned to approve the 1597.1 draft, with the title change and editorial changes, and send it to balloting. Seconded by John Norgard. The motion passed unanimously.

1. **IoT Standards**

Mike Violette began with a short report on the IEEE IoT Initiative. The main item of interest to SDECom is that they are creating a database where EMC standards applicable to IoT can be identified.

Sri Chandra added that while IoT was the big topic a few years ago, the topic today is 5G. The Standards Association is focused on interoperability standards, which address things like noise, EMC and smart materials. The current task is to identify areas of concern in order to determine what existing standards are suitable and what future standards are needed. Then the SA will create an environment for collaboration using its industry connection program.

Sri continued to describe the Sensor Certification Program, which is focused on ensuring the quality of data. The primary application is industrial automation, which could include autonomous vehicles. The related standard in development is P2510 “Standard for Establishing Quality of Data Sensor Parameters in the Internet of Things Environment”, which wants to ensure quality and compatibility.

Ed Hare commented that a coordinated effort is needed at the IEEE SA level for standards development. He asked if organizations are familiar with EMC standards. Sri responded that they were not and that they could benefit from EMC standards training.

Larry Cohen suggested that we need more coordination with our Sister Societies since they have a lot of activity (i.e. papers) in the IoT realm.

Alistair Duffy asked whether we should consider creating our own industry connection program.

Mike Violette commented that TC12 (Emerging Wireless Technologies) would be a good source for assistance in coordination. Cuck Bunting is the Chair of TC12.

Sri Chandra mentioned that only a one-page P&P is required. It is very easy to set up.

Alistair Duffy asked if it should be a joint venture between SDECom and TC12.

Ed Hare suggested attending the TC12 meeting.

Chuck Bunting agreed that a focused effort was needed to determine the goals and the timing.

Mike Violette stated that his next step is to attend the Wireless & Medical Interoperability Workshop.

Alistair Duffy will consider adding a round-table discussion to the agenda for Long Beach.

***STANDARDS DEVELOPMENT ACTIVITY FOR DISCUSSION***

1. **Update on standards**

The current list of standards in development is located on the SDECom web site at:

<http://www.emcs.org/standards/sdecom/Standards_Matrix.html>

The current standards in development and standards requiring attention were reviewed.

Std. 187-2003: Standard Measurement Methods of Emissions from FM and Television Broadcast Receivers in the Frequency Range of 9 kHz to 40 GHz

* Expires 31 December 2018.
* The revision parallels CISPR 32 for the broadcast piece
* The draft was sent out for balloting. Balloting has closed.
* The draft was approved but over 100 comments were received.
* David Traver is working on resolving the comments.
* Expected publication in May 2019.

Project 370: Electrical Characterization of Printed Circuit Board and Related Interconnects at Frequencies up to 50 GHz

* New project. Drafting in progress.
* Chair is Xiaoning Ye.
* No report.

Std. 377-1980: Recommended Practice on the Measurement of Spurious Emissions from Land-Mobile Comm. Transmitters

* Expires 31 December 2018.
* No WG. Need to form a WG for maintenance.
* Interim Chair is Ed Hare.
* Larry Cohen volunteered to lead a study group in Long Beach to organize a WG.

**Action 2018-04** – Larry Cohen: Seek interest within NTIA and US Military for participation.

**Action 2018-05** – Ed Hare: Arrange for a study group to meet in Long Beach.

Project 473: Recommended Practice for an Electromagnetic Site Survey (10 kHz to 40 GHz)

* Currently withdrawn. Revision in progress.
* Chair is Chad Kiger.
* This RP will be linked to ANSI C63.24 for in-site immunity testing.
* No report.

Std. 475-2000: Measurement Procedure for Field Disturbance Sensors, 300 MHz to 40 GHz

* This standard is current; however, SDECom wants to extend frequency range up to 300 GHz. Participation in the revision is being sought.
* No report.

Std. 1128-1998: Recommended Practice for RF Absorber Evaluation in the Range of 30 MHz to 5 GHz

* Chair is Zhong Chen.
* No report.

Std. 1140-1994: Test Procedures for the Measurement of Electric and Magnetic Fields from Video Display Terminals from 5 Hz to 400 kHz

* Expires 31 December 2018.
* There is no interest in maintaining this standard. The consensus is to allow it to expire.

Std. 1302-2008/Project 1302: Guide for the Electromagnetic Characterization of Conductive Gaskets in the Frequency Range of DC to 40 GHz

* Expires 31 December 2018.
* Chair is Johan Catrysse.
* Draft complete and in final editorial review.
* Balloting will be slightly delayed from April to May.

**Action 2018-06** – Davy Pissoort: Send the draft to the SDECom Chair when available.

Std. 1597.1-2008/Project 1597.1: Standard for validation of CEM Computer Modeling (CEM) and Simulation

* Expires 31 December 2018.
* Chair is Alistair Duffy.
* No report.

Project 1848: Techniques & Measures to Manage Risks With Regard to Electromagnetic Disturbances

* New project. Draft in progress.
* No report.

Project 1897: Resolution of Power-Line Gap-Noise Reports

* New project. Draft in progress.
* Chair is Michael Gruber.
* Ed Hare is assisting the Chair. Draft is expected by EOY.
* No report.

Project 2425: Standard for Electromagnetic Compatibility Testing of Electrical and Instrumentation and Control Equipment at Nuclear Power Generating Stations and Other Nuclear Facilities

* New project. Draft in progress.
* Mike Oliver is our liaison. EMC-S is co-sponsor.
* No report.

Project 2710: Electromagnetic Shielding Performance of Enclosures for Portable Electronic Devices

* New project. Draft in progress.
* No report.

Project 2715: Guide for the Characterization of the Shielding Effectiveness of Planar Materials

* New project. Draft in progress.
* No report.

Project 2716: Guide for the Characterization of the Effectiveness of Printed Circuit Board Level Shielding

* New project. Draft in progress.
* No report.

Project 2717: Passive Intermodulation Test Methods for Wireless Systems in Low Noise Environments

* New project. Draft in progress.
* No report.

Project 2718: Guide for Near Field Characterization of Unintentional Stochastic Radiators

* New project. Draft in progress.
* No report.

1. **Reports from SDECom representation on other bodies**

There has been no ANSI C63 meeting since the last SDECom meeting.

1. **VP Standards**

No additional comments were made.

***CLOSING ITEMS***

1. **Other Business**

No other business was brought forward.

1. **Review of New Action Items Secretary**

New Action Items assigned during this meeting are as follows:

Action 2018-01 – Ross Carlton: Find out more information on the Standards games.

Action 2018-02 – Don Sweeny: Encourage SDECom members to join at least one team.

Action 2018-03 – ALL: Email the Chair with your selected team or teams.

Action 2018-04 – Larry Cohen: Seek interest within NTIA and US Military for participation.

Action 2018-05 – Ed Hare: Arrange for a study group to meet in Long Beach.

Action 2018-06 – Davy Pissoort: Send the draft to the SDECom Chair when available.

1. **Adjournment of meeting Chair**

The next meeting of SDECom is planned for 2 August 2018 at the 2018 IEEE EMC Symposium to be held in Long Beach, CA.

The Chair closed the meeting by thanking the attendees.