**IEEE EMC Society**

**Standards Development and Education Committee**

**(SDECom)**

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

**Attendees:**

|  |  |  |
| --- | --- | --- |
| Alistair Duffy (Chair)  Ed Hare (VP Standards)  Hiroshi Inoue | Craig Fanning (Vice-Chair)  Carlos Sartori  John Norgard | Ross Carlton (Secretary)  Chuck Bunting  Kimball Williams  Tom Braxton |

**October 26, 2018 08:00-12:00 St. Louis, MO, 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 agenda 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 were reviewed but approval was deferred to a future meeting.

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 2017-17 - Ed Hare: Work with IEEE SA for SDECom to become a co-sponsor for P1613. SDECom will apply to be a co-sponsor. CLOSED. See 2018-08.
   * Action 2017-19 – Alistair Duffy: Check with Mike Oliver for the % complete of the draft of P2425. CLOSED.
   * 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.
   * Action 2018-01 – Ross Carlton: Find out more information on the Standards games. CLOSED.
   * Action 2018-02 – Don Sweeny: Encourage SDECom members to join at least one team. CLOSED.
   * Action 2018-03 – ALL: Email the Chair with your selected team or teams. OPEN.
   * Action 2018-04 – Larry Cohen: Seek interest within NTIA and US Military for participation in P377. OPEN.
   * Action 2018-05 – Ed Hare: Arrange for a P377 study group to meet in Long Beach. CLOSED.
   * Action 2018-06 – Davy Pissoort: Send the 1302 draft to the SDECom Chair when available. OPEN.
   * Action 2018-07 – Jen Santulli: Add EMC-S as co-sponsor to both P1613 and PC37.90.2 – both standards with significant EMC content. OPEN.
   * Action 2018-08 – Jen Santulli: Add EMC-S as co-sponsor to PC37.90.1 and PC37.90.3. OPEN.
   * Action 2018-09 – Jen Santulli: Begin the process to extend the P1302 PAR by 1 year. CLOSED.
   * Action 2018-10 – Mike Oliver: Send report on May 2018 P2425 meeting to the Secretary. OPEN.
   * Action 2018-11 – John Norgard: Send report on April/May ANSI C63 meeting to the Secretary. OPEN.
   * Action 2018-12 – Don Heirman: Create an initial list of IEEE standards which could be considered for a “dual-logo” standard. OPEN.
   * Action 2018-13 – Ross Carlton: Send an Outlook meeting announcement for the April 2019 meeting. OPEN.
   * Action 2018-14 – Ed Hare: Work on an improved webinar capability. OPEN.
   * Action 2018-15 – Ed Hare: Send SDECom membership information to Christine Blair. OPEN.
2. **Structure and Activities of SDECom**

The Chair reviewed the teams and members in attendance selected their desired team(s). The revised team list is shown in Appendix 1.

1. **Arrangements for Standards Week**

Standards Week will become an official part of the technical program for the 2019 Symposium in New Orleans and will have its own call for technical sessions as shown in Appendix 2 of the Agenda.

The Committee discussed concepts for Standards Week content. All current delivery methods are available: technical sessions, poster sessions, workshops, tutorials, panels, standards WG meetings, etc.

How do we increase attendance?

* We should include existing and emerging SIPI standards.
* We could offer CEUs and/or PDHs. Tis would offer an additional return on an attendees investment in attending.

**Action 2018-16** – Ross Carlton: Send a copy of the CEU process manual to the membership.

* We could offer content to attract international attendees.
  + Emerging ANSI/MIL/Aero standards.
  + Changes to ANSI/MIL/Aero standards.
* We need to improve our marketing to high-level management such as CEOs and CTOs (i.e. the people that tell or approve other people to attend). Create a targeted tri-fold brochure. Focus on risk and change management.
* We could create guidance on pre-compliance testing on a budget or in your office.
* We could deep dive into a test method. Even going so far as to setup a compliant test setup for training.
* We could create guidance on non-electrical items such as mechanical design, software, EMC management
* We could address areas of little focus such as power & energy or nuclear EMC.

Can we utilize the Standards Game or other Standards University offerings?

* The Standards Game is possible but is not really targeted at Symposia.
* Possible format is competition between universities.

How do we tie in the exhibitors?

* Seek and promote the sponsors of a demonstration, workshop or tutorial.
* Provide many small sponsorship opportunities.

How do we get more people in the exhibit hall?

* Scavenger hunt (already some of this going on)
* Hold the poster session in the exhibit hall.
* Add standards content to demonstrations.

**Action 2018-17** – Tom Baxton: Discuss standards-related demonstrations with the 2019 Symposium Demonstration Chairs.

1. **Webinar / eSeminar Series**

The Committee discussed whether its wanted to pursue a webinar or eSeminar series and what it might consists of. Ideas raised included:

* Topics from Best Papers and popular content.
* Topics from new standards or popular Standards Week content.
* Targeted at practicing engineers.
* A very professional output is desired. Perhaps professionally hosted and/or produced (IEEE Stds University or IEEE TV)
* Lecture format.
* Since there will be a cost to produce, we could seek sponsors.

The overall consensus is that this is a good idea and should be pursued. However, an owner is needed.

***STANDARDS DEVELOPMENT ACTIVITY FOR DISCUSSION***

1. **Standards reports**

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.

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.
* Ed Hare reports the WG is on target.

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.
* Ed Hare reports that C63.2 revision is on target.
* No report for this WG.

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

* Chair is Zhong Chen.
* Ed Hare reports work is in progress.

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.
* TC7 may salvage some of the information.
* There is no interest in maintaining this standard. The consensus is to allow it to expire.

**Action 2018-18** – Ed Hare: Contact TC7 about the status of their review of Std. 1140.

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 again to by the end of the year.
* Ed Hare reports that a 1 year extension has been submitted.

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.
* Alistair Duffy reports that the draft is still on target for 2019.

Project 1613: Standard for Environmental and Testing Requirements for Intelligent Electronic Devices (IEDs) Installed in Transmission and Distribution Facilities

* Ed Hare reports that the final revision of the scope is favorable to EMC. Note that replays w/o communications will still fall under C37.90.

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

* Recent ballot was positive.
* Received approximately 60 comments. None serious.
* Comments being integrated.

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.
* Mike Oliver reported that progress was made at the May 2018 meeting.

Project P2667 - Recommended Practice for an Electromagnetic Immunity Site Survey

* New project. PAR approved 15 February 2018.
* There was discussion on this standard as it relates to a similar ANCI standard – C62.24 “Recommended Practice for In-situ RF immunity Evaluation of Electronic devices and systems”. ANSI C62.24 is for in-situ immunity testing and utilizes the results of an electromagnetic site survey per IEEE P473.
* The need for P2667 is in question. A motion was made to cancel the standard but a quorum was not available to hold a vote. All nine members in attendance voted for the motion.

**Action 2018-19** – Alistair Duffy: Prepare a motion and conduct the vote by email.

* The motion was sent to the membership by email for discussion and vote. Six additional members voted for the motion, achieving both a quorum and a unanimous decision.

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.

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

There has not been an ANSI C63 meeting since the last SDECom meeting.

The next meeting of ANSI C63 will be from 26-30 November 2018 at NIST, Boulder, CO.

1. **Possible New Standards**

No specific proposals were made.

***CLOSING ITEMS***

1. **Other Business**

The Committee discussed whether it should become involved in relevant SAE standards.

**Action 2018-20** – Kim Williams: Put Ed hare in touch with Chairs of the SAE standards WGs with standards related to EMC.

The current SDECom Vice-Chair, Craig Fanning, will not be able to continue in the role. As a result, SDECom will hold officer elections at the next meeting. Ed Hare will serve as the elections officer.

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

New Action Items assigned during this meeting are as follows:

Action 2018-16 – Ross Carlton: Send a copy of the CEU process manual to the membership.

Action 2018-17 – Tom Baxton: Discuss standards-related demonstrations with the 2019 Symposium Demonstration Chairs.

Action 2018-18 – Ed Hare: Contact TC7 about the status of their review of Std. 1140.

Action 2018-19 – Alistair Duffy: Prepare a motion and conduct the vote by email.

Action 2018-20 – Kim Williams: Put Ed hare in touch with Chairs of the SAE standards WGs with standards related to EMC.

1. **Adjournment of meeting Chair**

The next meeting of SDECom is planned for 7 April 2019 in Cedar Park, TX.

The Chair closed the meeting by thanking the attendees.