

SDECom – August 1, 2022

IEEE EMC Society Standards Development and Education Committee Minutes

August 1, 2022

Hybrid (In-person + WebEx)
Spokane Convention Center, Room 302B
Spokane, WA, USA

Chair: Ross Carlton ross.carlton@ets-lindgren.com
Vice Chair: Jens Medler jens.medler@rohde-schwarz.com
Secretary: Henry Benitez henry@emicomply.com

Vice President (Standards);
Ed Hare w1rfi@arrrl.org
Standards Association Liaison:
Jennifer Santulli j.santulli@ieee.org

Meeting start (10:30 PDT)

1. Call to Order and Roll Call Chair

1.1. Chair's Remarks

The Chair called the meeting to order at 10:30 PDT.

1.2. Introductions

Members, participants, and guests introduced themselves.

1.3. Voting Membership

Roll call. Attendance is recorded in the Member Attendance Table.

Name	Role	Affiliation
Benitez, Henry	Secretary	ElectroMagnetic Investigations
Braxton, Tom	Member	Shure
Burnham, Karen	Member	Electro Magnetic Applications
Carlton, Ross	Chair	ETS-Lindgren
Cohen, Larry	Member	Naval Research Labs
Duffy, Alistair	Member	De Montfort University
Fanning, Craig	Member	Elite Electronic Engineering
Festa, Domenico	Member	IBD
Hare, Ed	Member	ARRL
Heather, Fred	Member	US Navy
Hoolihan, Dan	Member	Hoolihan EMC Consulting
Medler, Jens	Vice Chair	Rohde & Schwarz
Norgard, John	Member	NASA
Pettit, Ghery	Member	Pettit EMC Consulting
Pissoort, Davy	Member	KU Leuven
Podgorski, Andrew	Member	Independent Scientist
Williams, Kimball	Member	Consultant
Zimmerman, Dave	Member	Spectrum EMC, LLC

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1.4. Non-Voting Membership

Roll call. Attendance is recorded in the Member Attendance Table.

Name	Role	Affiliation
Santulli, Jennifer	Secretariat	IEEE Standards Association
McLellan, Joanna	-	EMC Productivity

1.5. Non-Members

Name	Affiliation
Cai, King	Intel Corporaton
Morse, Bill	Schweitzer Engineering
Ramie, Jerry	ARC Technical Services
Roche, Anne	Eindhoven University of Technology

1.6. Quorum

Quorum requires 50% of the voting membership in attendance. With 18 voting members, 9 or more voting members are required to establish quorum. Quorum was met with 12 members in attendance.

2. Approval of the Agenda

Secretary

The agenda was reviewed. A motion to approve was made by K. Williams and seconded by E. Hare. The motion was unanimously approved.

3. Show IEEE Patent slides

Secretary

The IEEE SA Patent Policy was presented and a call for patents was made. There were no responses.

4. Minutes of the Previous Meeting

Secretary

The minutes of the meetings on January 12, February 24, and April 6 were reviewed. A motion to approve all three minutes was made by G. Petit and seconded by K. Burnham. The motion was unanimously approved.

5. Membership

Chair

No new member applications were received. Removed the following members at their request: C. Brench, D. Traver.

AI 2022-15 – Ross to update the member list on the website.

6. Actions of the Previous Meeting

Secretary

The action item table was reviewed.

STRATEGIC ACTIVITY FOR DISCUSSION

7. Policies & Procedures of the SDECom

SDECom should review and comment on the new 2022 P&Ps since there are significant changes with respect to the previous 2018 version.

AI 2022-16 – Ross to post the 2022 P&Ps on the website.

A recommendation was made to allow voting members who are unable to attend a meeting due to an excused absence to be designated as non-voting for the purpose of that meeting. This recommendation was well-received.

8. Arrangements for Standards Week 2022

The plan for Standards Week was reviewed and discussed. Marketing of Standards Week was significantly improved for 2022; however, it could still be improved. One miss was the lack of a paper Final Program. If a virtual program is going to be the norm, a Standards Week tri-fold will be prepared for 2023.

Standards Week 2022 consisted of 17 events as follows:

- 3 – Standards Committee Meetings
- 2 – Standards Training Events
- 2 – Standards Tutorials
- 6 – WG Meetings
- 4 – CG Meetings

9. Continuity Groups

The plans for CG meetings during Standards Week was discussed. A CG Round Table and four CG meetings are planned. One goal should be to connect each CG to a Technical Committee. In situations where a CG does not exist, the closest TC should be used.

10. Working closer with other IEEE Societies

The SDECom is currently working with PES on standards with EMC content. Identifying standards with EMC content is difficult. An oversight group, such as ACEC, would be very helpful. A keyword search on SDO websites might be used to identify such work.

11. IEEE Standards Association

None.

STANDARDS DEVELOPMENT ACTIVITY FOR DISCUSSION

12. Results of Recent Standards Actions

Discussed the results of recent actions by SDECom.

- P2710 “Electromagnetic Shielding Performance of Enclosures for Portable Electronic Devices”

- PAR approved by SDECom. Going to 9/19 NESCom.
- P2665 “Recommended Practice for Statistical Process Control for EMC Test Laboratories”
 - Ballot request approved. Ballot completed with 88% approval. Two disapprovers with 5 comments.
- P2715 “Guide for the Characterization of the Shielding Effectiveness of Planar Materials”
 - Ballot request approved. Balloting in process and will end Aug 6. Two reviewers made comments – mostly editorial. We will need a 1-year extension to ensure enough time to resolve comments.
- P2716 “Guide for the Characterization of the Effectiveness of Printed Circuit Board Level Shielding”
 - Ballot request approved. Balloting in process and will end Aug 6. Comments received are also editorial. We will need a 1-year extension to ensure enough time to resolve comments.

13. Formation of Maintenance Working Groups for Expiring Standards

The formation of Working Groups for standards requiring maintenance was discussed.

Expiring in 2022

- Std. 139-1988 “Recommended Practice for the Measurement of RF Emission from ISM Equipment on User’s Premises” expires 12/31/2022. (D. Weinberg)
 - This standard is dated and has been superseded.
 - Consensus of the Committee is to let this standard expire.
- Std. 299-2006 “Standard Method for Measuring the Effectiveness of Shielding Enclosures” expires 12/31/2022. (M. Sarto)
 - Consensus of the Committee is to form a working group for maintenance.
- Std. 377-1980 “Recommended Practice on the Measurement of Spurious Emissions from Land-Mobile Comm. Transmitters” expired 12/31/2018.
 - Consensus of the Committee is to let this standard expire.
- Std. 475-2000 “Measurement Procedure for Field Disturbance Sensors, 300 MHz to 40 GHz” expires 12/31/2022. (H. Denny)
 - Consensus of the Committee is to let this standard expire.
- Std. 1128-1998 “Recommended Practice for RF Absorber Evaluation in the Range of 30 MHz to 5 GHz” expires 12/31/2022. (Z. Chen)
 - Z. Chen is the WG Chair. Current PAR is valid until 12/31/2023.
 - Maintenance will continue.

14. New Work Items

There was no discussion on new standards or recommended practices.

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15. Reports from SDECom representation on other bodies

None.

16. Other IEEE Standards

None.

17. VP Standards

None.

CLOSING ITEMS

18. Any other business

None.

19. Adjournment of meeting (13:53 PDT)

The next full meeting of SDECom will be at the Symposium on August 4, 2022, from 2:00pm to 3:10pm PDT.

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ACTION ITEMS

AI #	Action	Owner	Assigned	Due	Status
2021-04	Draft a PAR for Std 1775.	Ed Hare	7/13/21	N/A	Open.
2021-09	Contact the Chair of the WG for P2838 for a response on similarity to other standards.	R. Carlton	7/13/21	8/16/21	No recent meeting. Planning a meeting for 8/4/22 AM.
2022-02	Present continuity group concept to TAC to see if TC's will promote participation or provide the CG membership or Chair.	R. Carlton	1/12/22	8/5/22	Open. Target for TAC at the Symposium.
2022-03	Send P&Ps to SDECom and WG Chairs.	R. Carlton	2/24/2022	4/1/2022	Closed
2022-04	Contact Maria (with Alistair and Davy) for her level of interest in leading this CG.	R. Carlton	2/24/2022	4/1/2022	Closed
2022-05	Review Std. 475-2000 and make a recommendation on maintenance.	A. Podgorski	2/24/2022	4/1/2022	Closed
2022-06	Contact Z. Chen for level of maintenance required on Std. 1309-2013.	R. Carlton	2/24/2022	4/1/2022	Open
2022-07	Request Std. 1560-2013 from J. Santulli and perform initial review.	R. Carlton	2/24/2022	4/1/2022	Open. Have the std. Review TBD.
2022-08	Check with Janet about room assignments for Standards.	R. Carlton	4/6/2022	5/1/2022	Closed
2022-09	Send email to WG Chairs requesting meeting dates/times for Standards Week.	E. Hare	4/6/2022	5/1/2022	Closed
2022-10	Send initial schedule to Ed, John, Karen for optimization.	R. Carlton	4/6/2022	5/1/2022	Closed
2022-11	Create a slide that can be used to introduce Standards activities at the Symposium.	K. Burnham	4/6/2022	5/1/2022	Closed
2022-12	Create content for a Standards Week web page on the Symposium web site.	R. Carlton	4/6/2022	5/1/2022	Closed
2022-13	Review the P&Ps and generate draft guidance to WG Chairs on the balloting process.	K. Burnham E. Hare	4/6/2022	5/1/2022	Closed
2022-14	Distribute project drafts to the membership to vote on balloting.	R. Carlton	4/6/2022	5/1/2022	Closed
2022-15	Update the member list on the website	R. Carlton	8/1/22	9/1/2022	New
2022-16	Post the 2022 P&Ps on the website.	R. Carlton	8/1/22	9/1/2022	New

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MEMBER ATTENDANCE

Committee Member	Meeting Date											
	210816	220112	220224	220406	220801	220804						
Voting												
Benitez, Henry	E	X	E	X	X							
Braxton, Tom	-	X	E	-	-							
Burnham, Karen	X	-	X	X	X							
Carlton, Ross	X	X	X	X	X							
Cohen, Larry	-	-	-	-	-							
Duffy, Alistair	-	X	E	X	E							
Fanning, Craig	X	X	X	X	-							
Festa, Domenico	-	-	-	-	X							
Hare, Ed	X	X	X	X	X							
Heather, Fred	-	-	-	-	X							
Hoolihan, Dan	-	-	-	-	X							
Medler, Jens	-	X	X	-	E							
Norgard, John	X	-	X	X	X							
Pettit, Ghery	E	X	X	-	X							
Pissoort, Davy	E	X	E	X	X							
Podgorski, Andrew	X	X	X	-	X							
Williams, Kimball	-	X	X	X	X							
Zimmerman, Dave	-	-	-	-	-							
Non-Voting												
Santulli, Jennifer	X	X	X	X	X							

X = Attended

E = Excused absence