IEEE Electromagnetic Compatibility Society
Technical Committee 3: EM Environments Meeting

Meeting Minutes

Place: WebEx
Date: Friday, 13 August 2021
Time: 10:00 – 11:00 (EDT)

Meeting Commence at 10:05 EDT

1. Introduction - Fred Heather

2. Roll Call - Karen Burnham
   Personal data will be handled in accordance with the IEEE Privacy Policy which can be found at: https://www.ieee.org/security-privacy.html. The TC-3 minutes will have list attendee names unless you contact the TC-3 secretary to ask for your name to not be mentioned. The information you provide in the sign-in roster (including email and company) will be used by the chapter officers for TC-3 related notifications/communications.
   a. Fred Heather (Chari)
   b. Karen Burnham (Secretary)
   c. Greg Hiltz
   d. John Campbell
   e. Qiaolei Huang
   f. Tom Braxton
   g. Chad Kiger
   h. Zhiping Yang

3. Agenda Review and Changes - Karen Burnham
   Approved

4. Past Meeting Minutes Review and approval (attached) - Karen Burnham
   Approved

5. Database Work Groups (Subcommittee)/Task Group - Fred Heather
   a. EME Data Base Status
   b. Still working on Access code & Excel, making it more robust to continuous updating
   c. Expect work to continue over the next several weeks, arriving at first version soon

6. Low Cost SDR for EME measurements Work Groups (Subcommittee)/Task Group – Tom Fagan
a. Tom not present for updates  
b. Looking for SW that allows EM data capture  
c. Zhiping suggests using it for demos, student projects  
d. Would be great if student used open source code to capture info we actually want  
e. Qiaolei would like to become involved  

7. WG IEE 473 Chad Kiger  
Getting feedback on certain sections of the draft. Plans to distribute new version by 9/24/21.  
Got feedback from Darren and Greg. Hoping for feedback on Sec 4 (Fred), and Section 5 (Tom Braxton).  

8. New Business  
Zhiping seeing solid improvement in # of TC3 technical papers, thanks to officers  
a. Officer Election, effective at end of this meeting, 2 year terms. Next officer election in 2023  
   a. Chair – Karen Burnham  
   b. Vice Chair – Fred Heather  
   c. Secretary – Qiaolei Huang  
b. TC3 Purpose Affirmation  
The charter of TC3, the Technical Committee on Electromagnetic Environment is to encourage research on the:  
  • electromagnetic environment (EME)  
  • development of standards for EME measurement and characterization  
  • natural and man-made sources of electromagnetic environment that comprise this environment  
  • effects of noise (unwanted portions of EME) on systems performance  
  • effects of international civil and military standards intended to control manmade intentional and unintentional emissions of electromagnetic energy.  
c. Feedback on 2021 Virtual Conference  
Hard to juggle 4 weeks of meeting with work commitments  
Q&A not well attended b/c of conflicts and inflexible scheduling  
d. Feedback on ScholarOne paper system  
- Put feedback in Google Doc from TAC  
e. 2022 Symposium – Washington: Papers, Special Session, Workshops, Tutorials, Demos  
  - Hope to have WebEx component for in-person TC meetings  
  - Demo of access database, possible W&T on different databases that exist and are being developed---interest of Greg Hiltz  
  - Demo for SDR work  
  - Tutorial on EME 101  

9. Action Item status – Karen Burnham

**Action Items:**

- 2020-01-15-1 Fred Heather to provide database access to select TC3 members [Ongoing]

- 2020-08-03-1 Tom Fagan to coordinate with TC6 and ARRL on Low Cost SDR measurement activities [Ongoing] –Check with Ed Hare and Sarah Seguin

- 2020-08-03-2 Tom Fagan to update instructions for Measurement Day [On hold]

- 2020-08-03-3 Karen Burnham to distribute Measurement Day information to TC3 membership and any other interested parties [On hold]

- 2020-08-03-4 Ahalya Srikanth to propose technical literature review/state of the field paper [Closed]

- 2020-09-09-1 Fred and Greg to propose workshop topic for 2020 Raleigh on standard and reference updates for high energy EME [Closed]

- 2021-08-01 Fred to determine if he can send EME database slides (from 2020 meeting) to either Qiaolei or Karen

- 2021-08-02 Fred and Tom B to provide feedback on P473

- 2021-08-03 Chad to distribute new P473 version 9/24

- 2021-08-03 Karen to coordinate with Qiaolei for SDR demo