IEEE Electromagnetic Compatibility Society
Technical Committee 3: EM Environments Virtual Meeting

Meeting Minutes

Place: Conference Call
Date: Wednesday, 7 November 2018
Time: 19:00 – 20:00 EDT

Meeting Commence at 19:03 EDT

1. **Attendance**
    Fred Heather (Chair)
    Ross Myrehn (Vice Chair)
    Karen Burnham (Acting Secretary)
    Josh Revell
    Joe Gamez
    Tom Fagan
    Greg Hiltz
    Darren McCarthy
    Adam Marlowe
    Edwin Dunlap

2. **Agenda Reviewed and Approved**

3. **Review and Acceptance of Previous Minutes**

    a. Approved with correction of Joe Gamez's name in the attendee list

4. **EME Database Working Group Activities – Greg Hiltz**
    a. Greg Hiltz, update on NATO E3AT WG activities (report sent to membership)
    b. Ross M. will have draft proposal for 2019 Symposium Workshop for next meeting
        i. Ross will Chair session, Greg to co-Chair
        ii. Anyone interested in presenting a topic at the Workshop should contact Ross before Thanksgiving

5. **Low Cost SDR Working Group Activities – Tom Fagan**

a. Reached out to vendors for information, submissions
b. Rhode & Schwartz is engaged
c. Tom will have draft proposal for 2019 Symposium Special Session for next meeting
    i. Anyone interested in presenting a paper should contact Tom before Thanksgiving

6. New Business
a. TAC voted unanimously to allow TC3 continue activities
    i. Will expect summary of products ahead of Spring 2019 TAC meeting
b. Chad Kiger asks members to contact him regarding activities for IEEE Electromagnetic Site Survey standard 473

7. Review of Action Items
a. 2018-10-24-1 Fred has made progress cleaning up membership invite list, a few emails still bounced
b. 2018-10-24-2/3 Plans for 2019 Symposium proposals discussed above

8. Set Date for TC3 December 2018 Online Meeting
a. December 5, 2018; 19:00 EDT
b. Chair will send out meeting notice

Meeting Adjourn at 20:21 EDT

Action Items:

-2018-11-7-1 Karen Burnham to correct attendee list from previous meeting minutes [Nov 12]
-2018-11-7-2 Anyone who would like to present a paper/talk for Database Workshop should send it to Ross M. prior to Thanksgiving [Nov 22]
-2018-11-7-3 Anyone who would like to present a paper/talk for Low Cost SDR Tutorial should send it to Tom Fagan prior to Thanksgiving [Nov 22]
-2018-11-7-4 Anyone interested to join IEEE 473 standard work please email Greg Hiltz, Greg will forward those to Chad Kiger

-2018-10-24-1 Fred Heather to refine invitation list for TC3 meetings [In Progress]
-2018-10-24-2 Ross M. to organize EME Database Workshop proposal [Dec 5]
-2018-10-24-3 Tom Fagan to organize Low Cost SDR Measurement Special Session proposal [Dec 5]