# IEEE Electromagnetic Compatibility Society

# Technical Committee 4: EMI Control Annual Meeting

**Meeting Minutes - Draft**

**Place: Ernest N. Morial Convention Center, New Orleans, LA**

**Date: Monday, 22 July 2019**

**Time: 1200 – 1330 hrs.**

**Room: 343**

**Meeting Commence 12:05 PM**

#### Welcome & Introductions (Chair)

#### Review of Draft Agenda (Chair)

* 1. Approved to proceed
1. **Review** **and approval of the August 9, 2017 meeting minutes (Chair)**
	1. Approve - Approved no objections
2. **Review action items from 2018 meeting (Vice Chair)**
	1. Reach out to investigate TC meeting sponsorship
		1. TAC has declined to pursue this further
	2. Update charter as approved at 2018 meeting
		1. TAC has been informed of change
		2. Wording must be updated in multiple locations in order to ensure conference publications will include most recent version. Chair to complete the updates in time for 2020 Symposium
	3. Propose sessions for 2019 Symposium
		1. Ken Hillen/Karen Burnham session on Shielding was accepted
		2. Huadong Li session on Cable and Connector Design was accepted
	4. Creating working group for standard on cable shielding testing
		1. Davy Pissoort raised proposal at SD Com
		2. Huadong Li has started a draft PAR circulating
3. **Review of TC-4 Charter and Membership Criteria** (Chair)
	1. Current charter

This committee is concerned with design, analysis and modeling to minimize undesired electromagnetic energy to achieve EMC, both emissions and immunity.  Items within the scope of this committee include design techniques and implementation associated with component packaging, PCB layout, shielding, bonding, grounding or referencing, interconnects and filtering.

1. **Review of the Committee Membership (Chair)**
	1. Attendance list is being passed around
	2. Please update the status of reviewing papers
	3. For observers indicate with “O”
	4. Please update the Email addresses
	5. Please print neatly
2. **Review of the Committee Website**
	1. EMCS.org --> committee tab --> TC4
	2. Gives pertinent data: officers, minutes, agendas
3. **Items from TAC meeting (Vice Chair)**
	1. Emphasis on the mandatory format of the abstract reviewed paper submissions
	2. Note of overlap between IoT and TC4 concerns, potential for a special session in 2020
	3. Solicit comments on updated TAC handbook – None from the TC4 meeting
4. **Summary of 2019 Activities** (Chair)
	1. New Orleans, LA
		1. Paper review Final – 73% acceptance
			1. 15 submitted, 4 rejected, 11 accepted after two rounds of review
		2. Abstract reviews
			1. 5 submitted, 1 rejected, 4 accepted after review
		3. 3 Technical Sessions
		4. 2 Tutorials and workshops
		5. EMC-S TAC participation
	2. Standards
		1. P2710 – Shielding of portable devices - Alistair Duffy (Chair)
			1. Struggling to keep working group active
			2. Will need to discuss future of this standard at 2020 TC4 meeting
		2. P2715 - Planer Materials – Davy Pissoort (Chair)
			1. Meeting on a monthly basis
			2. Completed round robin testing of samples
			3. Currently populating and interpreting results
			4. Draft document being assembled
		3. P2716 - Board level shielding – Davy Pissoort (Chair)
			1. Meeting on a monthly basis
			2. Starting round robin testing
		4. P1302 status – Davy Pissoort (Chair)
			1. First round of voting and only had minor formatting comments
			2. Comments were addressed, document is currently being recirculated
		5. P1128- RF absorber evaluation
			1. Not actively being worked
		6. Standard proposal for recommended practice in the design and characterization of cable/connector assemblies
			1. Sponsored by TC4
			2. Draft PAR put together by Huadong Li. Will work with SDCOM to complete and submit
5. **Plans for July 2019 Symposium in New Orleans** (Chair)
	1. Paper reviews
	2. Workshop / Tutorials?
		1. Session on filtering. John Kraemer to Chair, Randy Jost assisting.
		2. Session on PCB layout. Mark Montrose to Chair.
			1. Potential for a join full day session with TC11, Marina Koledintsura as potential Co-Chair
		3. Session on cable connector assembly. Huadong Li to Chair.
6. **New business**
	1. George Kunkel’s new book on shielding theory is now available

**Meeting adjourned** 1:25 pm. 28 Attendees.

**Action Items**

* John Kraemer to coordinate (Randy Jost to assist) TC4 workshop/tutorial on filtering
* Mark Montrose to coordinate TC4 workshop/tutorial on PCB layout or joint session with TC11
* Huadong Li to coodinate TC4 workshop/tutorial on cable/connector assembly design/test
* Huadong Li to move PAR for Standard for “Recommended practice in the design and characterization of cable/connector assemblies” forward

Minutes submitted by: Karen Burnham, Secretary, TC-4 (kburnham@ford.com)

TC-4 Officers: Chair – John G. Kraemer, Vice Chair – William Wantz, Secretary – Karen Burnham