



Minutes

Date: December 11, 2007 - Board of Directors Meeting

Committee Members:

Henry Benitez, Mark Montrose, Jim Bacher, Murlin Marks, Richard Georgerian, Dan Roman, Ken Thomas, Jack Burns, Daniece Carpenter, John Freudenburg, Bansil Patel, Richard Pescatore, Elya Joffe, Dan Nachtigall
Guests: Ted Freeman, Dan Arnold, Peter Tarver, Doug Nix, Bob Rassa

Participants:

Henry Benitez, Mark Montrose, Jim Bacher, Murlin Marks, Richard Georgerian, Dan Roman, Ken Thomas, Jack Burns, Daniece Carpenter, Richard Pescatore, , Dan Nachtigall
Guests: Peter Tarver, Doug Nix,

AGENDA

Meeting called to order at 2:05 PM CST

➤ Agenda

- Secretary's Report
 - Review of previous meeting minutes
- Action Items
- President's Report
- Treasurer's Report
- President-Elect Report
- VP Reports – Include SRC Review Report Preparation
 - Technical Activities
 - Conferences
 - Member Activities
 - Communications
- Old Business
- New Business

- Quick review of Conference results
 - Registration 172, 19 exhibitors, authors 30 with 35 papers, EMC workshop, Product Safety workshop, UL HBSE workshop, ITI committee meetings
 - Increase in registration year over year, increase of exhibitors (19 vs 12 last year), 2 workshops added, exceeded room block for hotel
 - Approximately 3% surplus generated
 - 2008 Symposium plans
 - \$10K contribution for 2008 symposium
 - Consultant's corner
 - Mark with banner
 - Expand to 2-1/2 days
 - 2009 Symposium plans
 - Hotel info submitted

- Secretary's Report
 - Review of previous meeting minutes
 - Conference call number – any problems report to Daniece

- Action Items

| Item | Due | Owner | Action |
|----------|----------------|----------------|--|
| 1 | 1/16/07 | Mark | Policy for conference participation |
| | Update 1/16 | | Policy will be changed to Guideline as this is meant to guide future opportunities for conference participation Document to be reviewed by members and comments to be sent to Mark; To be discussed for adoption at Feb meeting under New Business |
| | 2/18 | | Deferred to next meeting |
| | 6/17 | | Distributed to Board members in early June, VP Conferences has no comment, |
| | 10/4 | | To be discussed at Oct 21 meeting |
| | 10/21 | | If no further comments, enter into Society records |
| 2 | 6/16/07 | Daniece | Exploring a model "Safety Monkey" |
| | Update 4/3 | | Reassigned to Daniece |
| | 5/7 | | Have 3 possibilities – noted that there is a video game called Safety Monkey – explore co-operation with game owner's |
| | 6/17 | | Displayed 2 examples, researching custom stuffed toy shops for availability and prices |
| | 10/21 | | Discussion on continuing exploration; one idea is to make it a contest for input from the members to propose a mascot; explore merchandising opportunities with our mascot |

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| | 12/11 | Adopted the "Safety Monkey" as our mascot Will explore opportunities to involve members in actualizing the mascot; also include opportunities in Second Life | |
| 3 | 1/16/07 | Ken | Contact NFPA about developing relationship |
| | Update 1/16 | Henry talked to John re: membership and participation John to contact NFPA - develop proposals for a cooperative relationship promoting paper submission, participation in conferences, links on website - proposals would include a workshop at the symposium, submit papers at conference, have booth at conference | |
| | 4/3 | John to explore possibilities with NFPA -- Need overview of NFPA , areas of cooperation - conferences, publication, technical committees, workshops; one avenue is to become PSES representative to NFPA technical committee | |
| | 6/17 | Explored appointment of PSES representative to a NFPA technical committee | |
| | 9/11 | Reassigned to another - Ken will find a NFPA person to talk and start discussions | |
| | 10/4 | Ken reports that he is networking to locate the right contact | |
| | 10/21 | Found right contact, began dialog; opportunity with 2008 NEC to do some seminars, open to working with us and offering NFPA seminars at a discounted rate Also working on contacts with Intertek, CSA, ANSI | |
| | 12/11 | Discussions with NFPA – Mark Scofield; Contact person for Intertek, Global Business director | |
| 4 | 6/16/07 | Elya | write a summary of "Why join the PSES?" |
| | Update 4/3 | Reassigned to Elya | |
| | 5/7 | Daniece to contact with summary and request for due date | |
| | 6/17 | Summary is complete and circulated; Elya will re-circulate | |
| | 9/11 | Secretary to contact for a copy | |
| | 10/4 | Requested copy to be sent to Secretary | |
| | 10/21 | Elya to supply | |
| 5 | 2/18/07 | Murlin | Develop Product Safety Engineering curriculum |
| | Update 4/3 | Dan A. to work with Murlin as Education Committee Chair Comment: Moshe Kam is Chair of IEEE Education Activities Board, need to contact for direction Also discussed strategy to involve more academia as a participation in society activities perhaps offer a workshop for injecting product safety into college curriculum | |
| | 5/7 | Murlin – sent e-mail to contacts; will research – reassigned to Murlin | |

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| C | 2/18/07 | Jack | Set up with a trade journal to support a “best of show” award |
| Status: Pending Awards SC | Update 4/3 | Possibly enlist help of Ken T under membership - target Compliance Magazine as a possibility | |
| | 5/7 | Dan, chair awards committee will take ownership - to contact Elya to develop | |
| | 9/11 | Awards committee is still coming up to speed, award pending development | |
| | 12/11 | Proposal to be discussed | |
| | | | |

- Action Item Updates – Updates noted above

- President’s Report
 - TAB meeting
 - PSES not discussed at TAB meeting
 - No report given to TAB; comments that PSES was doing as expected, no report necessary
 - New requirement regarding voting privileges for the Society President or Committee Chair to be added to the society bylaws
 - The following is hereby added to the Constitution, Article VIII, Section 8.
"The President, or the Chair of any Committee, has full voting privileges which may or may not affect the outcome of any motion brought up for vote. This voting privilege overrides the standard parliamentary practice of being permitted to vote only in the case of a tie."
 - Murlin motioned that we call a vote, motion passed.
 - Systems meeting
 - Systems Council Conference – requested a presentation
 - Mascot
 - Daniece moved to adopt Safety Monkey as the mascot; Murlin seconded
 - Discussion on presence and design
 - Daniece appointed as the Mascot Guardian
 - Virtual communities – TAB is investigating developing a presence on some virtual communities
 - Second Life – Jayne Cerone is responsible for accepting development opportunities
 - Facebook - PSES has a community page
 - Zude - www.zude.com
 - IEEE space is at <http://www.zude.com/group/070928001853982>
 - Category under “Professional Organizations”
 - Society Review committee

- Treasurer's Report
 - Budget for 2008 has been finalized
 - No inputs on Symposium income and expenses yet

- President – Elect Report
 - Long range planning report
 - Will establish a steering sub-committee for long range planning
 - Several directors volunteered

- Vice President Reports
 - Technical Activities
 - Progress on TC formation
 - 2 meetings with the Computer TC with participation from major companies
 - Medical TC – 4 participants have talked with TC VP and discussed formation of TC
 - Forensic and Investigations TC – 4 - 5 people identified as potential participants

 - Conferences
 - 2007 Symposium – still reviewing the financials
 - 2008 Symposium
 - Held 2nd week of November
 - New co-chair of the symposium is Gary Schrempp
 - Discussion of new dates
 - Note that TC108 will be held in early October
 - To be further discussed

 - Member Activities
 - Proposed Fellow nomination
 - Nominee has applied for Senior Member
 - Developing interest for a chapter in Japan
 - Identify a lead for a formation committee and supply contacts
 - Discussed the Award program proposal

- Communications
 - Working on draft program from comments received at symposium
 - Website updates

- TAB / FinCom Report Preparation
 - Postponed to development at a later date

- Future meetings discussion
 - Some PSES meetings were at the same time as the TAB meetings. There seems to be some synergy to hold the meeting at the same time
 - Feb 17, 2008 – Louisville, KY
 - Would like to establish a Exec Com meeting on Saturday, Feb 16, 2008
 - June 22, 2008 – Denver
 - Oct, 2008 – Austin
 - Feb 2009 – San Juan, Puerto Rico
 - PSES meeting to be decided
 - Monthly teleconference to be continued

- Old Business Items
 - Society review is in February

- New Business Items
 - No new business items

- Next meeting – Jan 9, 2008 - 2 PM CDT

- Send as teleconference meetings as outlook meeting notice and e-mail

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| US | US | |
| East coast | West coast | Israel |
| 3 PM | 12 PM | 10 PM |

- Meeting adjourned at 3:25 PM CST