



Minutes

Date: January 9, 2008 - Board of Directors Meeting

Committee Members:

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

Participants:

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

AGENDA

Meeting called to order at 2:06 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 location 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	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	
	1/9	Doug is exploring 2 nd Life opportunities Table further discussion of mascot appearance until February meeting	
2	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	
3	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 Michael Morse, professor teaching PS – use as a contact	
	6/17	Murlin to follow up	
	9/11	Murlin is pursuing, has contacted some representatives from IEEE	
	12/11	Still has not had response; also waiting on input from Technical Committees	
	1/9	Need to contact IEEE	
4	7/30	Elya	Send articles on Senior Member
	Update 9/11	Secretary to contact Elya	
	10/4	Request sent to Elya	
	10/21	Elya to supply - action completed	
	12/11	Discussion on where to publish – recommendation to put in newsletter, on website, and send as discussion item to chapters	
5	4/3	All VP's	Continue with development of strategic plans to develop milestones and accomplishments
6	Update		

		Action Items ON HOLD	
A	6/16/07	Jack	Get affiliations with other Society TCs
Status: On Hold	Update 4/3	Reassigned to Jack - review fields of interest for evidence of interest in product safety, contact to offer a joint technical committee	
	6/17	Postponed until TCs are formed and operational	
B	5/7/07	Murlin	Re-write letter to send to members to send to educational institutions
Status: On Hold	Update 4/3	Reassigned to Murlin - Draft by next meeting	
	5/7	Original draft received from Jack – Bob Rassa gave contacts for IEEE; contacted but no reply, waiting for additional support from TAC Rework letter to a sendable form, propose resources needed to support TBD next teleconference	
	6/17	On hold pending operational Technical Committee organization	
C	2/18/07	Jack & Awards Com.	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
 - Provisional Society review
 - Jim sent revisions, all to review and send any corrections quickly
 - Society must report to Provisional Oversight Committee in February
 - Liaison to WIE committee
 - WIE requested a liaison
 - D. Carpenter
 - 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
 - Society Review committee

- Treasurer's Report
 - Budget for 2008 has been finalized
 - Symposium income 22% surplus
 - Budgetary concerns are
 - building reserves for the Society
 - member ROI
 - TC enhancements

- Vice President Reports
 - Technical Activities
 - TC's are being formed and chairs accepted
 - Some action items are underway
 - Chair for medical accepted, mtg schedules for Jan. for 21
 - Computer TC made some contacts with major companies
 - Forensics – scheduled meeting for late January
 - Risk assessment – chair accepted
 - Education – conf call to be scheduled
 - Other TC contacts being developed
 - Conferences
 - Guidelines for symposiums under development
 - Supporting 2008 and 2009 symposiums
 - Developing international conference opportunities
 - Determine financial support required
 - Status of 2010 co-sponsorship of EMC Symposium in Ft. Lauderdale
 - Situation still under development

- Member Activities
 - Exploring new chapters in several locations
 - Membership stands in the mid-600's
 - Communications
 - Inquiries on jobs listing and any area for candidates
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- 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 – February 17 – Louisville, KY
 - Send as teleconference meetings as outlook meeting notice and e-mail

US	US	
East coast	West coast	Israel
3 PM	12 PM	10 PM
 - Meeting adjourned at 3:19 PM CST