



Minutes

Date: May 6, 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, Irv Engleson, Stefan Mozar

Participants:

Jim Bacher, , Murlin Marks, , Dan Roman, Ken Thomas, Jack Burns, Daniece Carpenter, Richard Pescatore, , Dan Nachtigall, , Peter Tarver
Guests: Stefan Mozar

AGENDA

➤ Agenda

- *Secretary's Last Meeting Report*
- *Awards Program*
 - *Received feedback from a number of BoD members*
 - *Discussion of feedback*
 - *Service recognition differentiated from award for some performance*
 - *Action item for Jim Bacher - check if we need to put this on the TAB consent agenda*
- *Review Active Action Items (please list person and item from last meeting notes)*
- *Symposium Update*
 - *Some issues on officially closing past symposiums by IEEE*
- *Treasurers report*
 - *Report to TAB Finance based on file*
 - *Reserve app 64%*
 - *Need budget items*
- *SRC - Update*
 - *Report submitted to TAB Management*
- *New items*
 - *Handbook for TAC submitted to BoD for review*
- *June Meeting details*
 - *June conference call*
- *Stefan - special session proposal for Las Vegas*

Meeting Report

Meeting called to order at 2:08 PM CST

➤ Secretary's Report

- Previous meeting minutes sent to all Board members
- Members to review action items below
 - Report to Secretary with Item Due Dates as noted below or any updates

➤ Action Items

Item	Due	Owner	Action
1	6/16/07	Daniece	Mascot: Safety Monkey
	Update	The Safety Monkey has been adopted as our mascot	
	1/9	Doug is exploring 2 nd Life opportunities Table further discussion of mascot appearance until February meeting	
	2/17	No report: Discussion of forms the mascot might take such as drawings, stuffed animal, pins, etc. Develop proposal for contest for mascot form	
2	6/16/07	Elya	write a summary of "Why join the PSES?"
	Update	Summary completed and passed to Newsletter Editor	
	2/17	Revisions almost complete and will be ready for next newsletter	
3	Q1CY08	Dan	Article on Senior Member
	Update		
	10/21	Elya completed article	
	12/11	Discussion on where to publish – recommendation to put in newsletter, on website, and send as discussion item to chapters	
	2/17	To be published in our next newsletter, also discussion on locating on our website	
5	6/22	Dan R.	Update IEEE technical interest categories to include product safety

	Update	Sent request to e-mail box Irv – send e-mail to Jane Cerone	
		5/6 - Next update to include for renewals in August	
6	4/1	Dan R.	Update PSES web page to include PSES Technical Committee activity
	Update	Updated web site Maintain activities to Jack	
		Action Item closed	
7	6/22	Dan R, Doug, Richard G. Ken	Explore options for virtual symposium, presentations Present report to BoD on opportunities, methods, costs, etc.
	Update		
	5/6	Draft by June meeting	
8	6/22	Richard G.	Develop focus letter for tag-a-longs, why to present at symposium, why attend a conference, why exhibit at symposium
	Update		
	5/6	Draft by next meeting	
9	6/3	Jack	Contact Mary Ward Callen to find contact information for ASSE and CSA; report to the BoD; draft letter for contact
	Update	By next week	
	5/6	Have attempted to contact, will continue attempts to locate information	
10	3/4	All Directors	All directors to provide names for the GOLD Director appointee
	Update	In process	
	5/6	Jim Bacher to send e-blast for nominations	
11	Ongoing	All VP's	Continue with development of strategic plans to develop milestones and accomplishments

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	

- Action Item Updates
 - Updates as above

- Treasurer
 - 2009 Budget - Needed ASAP
 - Need input for 2009
 - Consider spending more on advertisements to attract more conference attendees

- Update on Symposium
 - 2008 Symposium
 - Contract with hotel signed
 - Call for papers completed
 - 13 papers submitted
 - Tag-a-Long Seminars - 25% discount for attendees
 - UL HBSE - Oct 23-24
 - UL - medical Oct 23
 - Registrations will be up after first draft completed
 - 2 keynote speakers have confirmed

- Seeking sponsorships from HP, UL, CSA, TUV Rheinland, NEMKO, Intertek
 - HP, UL, CSA feedback will provide sponsorship money; amounts to be determined
 - ITI TC2 meeting at Symposium
 - 2009 Symposium
 - Local committee formation is in process
 - Potential sites are being surveyed
 - Conference Committee - need to understand currency conversion and how it will impact financial returns and reports
 - 2010 Symposium
 - Steve Brody has been out sick and will give update later
 - General
 - Use as an opportunity to recruit members
 - 09 Kyoto conference - special session for PSES
 - Consumer Electronics - could lead the session
- Milestone chart
- Updating the milestone chart
 - Gold member on BoD per direction from IEEE
 - Some potential candidates have been identified
 - Compose call for nomination to be sent in an e-blast
- Old Business Items
- SRC Report
 - Still awaiting comments from some
- New Business Items
- Awards program proposal circulated
- Next meeting –
- Conference call: June 2, 2008 2:00 PM CST
 - Note – subject to cancellation if agenda items can wait until face to face meeting
 - Face to face meeting: June 22, 2008 – the Timbers Hotel, Denver, CO
- Send as teleconference meetings as outlook meeting notice and e-mail
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|------------|------------|--------|
| US | US | |
| East coast | West coast | Israel |
| 2 PM | 11 PM | 9 PM |
- Meeting adjourned at 3:14 PM CST