



IEEE Product Safety Engineering Society Board of Directors Meeting



Meeting Notes

Date: September 7, 2010 - Board of Directors Meeting

Committee Members:

Murlin Marks, Jim Bacher, Dan Roman, Jack Burns, Daniece Carpenter, Richard Pescatore, Elya Joffe, Doug Nix, Peter Tarver, Jim Pierce, Ivan VanDeWege, Thomas Ha, Silvia Diaz Monnier, Richard Nute, Doug Kealey, Jan Swart
Guests: Bob Rassa, Stefan Mozar, Mark Montrose, Dan Arnold

Participants:

Murlin Marks, Jim Bacher, , Dan Roman, Jack Burns, Daniece Carpenter, Doug Nix, Jim Pierce, Ivan VanDeWege, Thomas Ha, Silvia Diaz Monnier, Richard Nute, Doug Kealey,
Guests: Dan Arnold, Kevin Ravo

AGENDA

Meeting called to order

- Secretary's Report
 - Previous meeting minutes
 - Action items
- Past President Summary
- President's Statement
 - SRC Response
 - Board appointment
- Treasurer's Report

VP Reports

- Member Activities
 - China chapter status
 - Chapter update
 - Chapter support approaches
 - Awards
- Conferences
 - 2010 Symposium - Boston
 - Update
 - 2011 Symposium
 - Location and conference chair
 - 2012 Symposium
 - Location and conference chair
- Technical Activities
 - Update
- Communications
 - Activities
 - Newsletter due dates and reminders
- Old Business
- New Business

Meeting called to order at 2:04 PM CDST

Action items from this meeting

- Secretary's Report
 - Previous mtg minutes – review meeting report as distributed
 - Motion to approve the minutes from the last meeting was approved
 - Action items from this meeting will be distributed immediately after the meeting.

- Past-president's Summary
 - Society election is in progress.
 - Vice-President nominees should be submitted to Jim by the October meeting.

- President's Statement
 - SRC Response
 - Proposed response was sent to the Board members on 8/14
 - Response needs to be submitted by end of this week.
 - Board appointment
 - President proposes to appoint Kevin Ravo to fill the vacancy left by Richard Georgerian. Proposal was approved.

- Treasurer's Report
 - 2010 budget
 - Critical income will be from the Symposium
 - Donations from companies would be appreciated
 - Any workshop or conference proposed for the future needs to submit a budget

VP Reports

- **Member Activities**
 - Member status = 886 members
 - China Chapter status
 - Have made progress is accepting payment by wire transfer
 - CQC has committed to pay at least a portion of the member fees
 - Chapter update
 - Task to identify each chapter chair, vice-chair, and secretary; then will start a regular communication
 - Committee has started contacting each chapter by e-mail
 - Automatic new member welcome has been set up
 - Invited a member from the Orange County chapter to attend the teleconference.
 - Doug Nix reported that he was automatically enrolled in the joint Society for the local chapter

➤ **Conferences**

- 2010 Symposium – Boston
 - 25 exhibitors; registrations are at 50% of last year; no follow-on sessions have been scheduled
- 2011 locations and conference chairs
 - Bansi Patel will be the Symposium Chair and it will be held in San Diego or Orange county
 - Have started searching for venue and to start populating the symposium committee
- 2012 locations and conference chairs
 - Have proposed Portland as the 2012 site
- Soliciting proposed locations for 2013, 2014, and 2015

➤ **Communications**

- Symposium e-blast will go out on Friday to encourage attendance at the symposium
- Contacted IEEE Boston section to include news of the Symposium in the local newsletter
- Need updates on activities of the TAC and chapters
- Discussed various ways to advertise the Symposium

➤ **Technical Activities**

- Some TACs are functioning, focusing on formation of 2 new TACs
- Issues need to be addressed
 - No medical track at the Symposium; and have not been meeting; leadership will be changing
- Guidelines are in progress
- Risk Assessment TC is working on some projects
 - Contacted IEEE on supporting some standards activities

➤ **Old Business**

- None

➤ **New Business**

- Future meetings - 2010
 - Oct 2010 – Boston Symposium

➤ **Adjournment**

- Meeting was adjourned at 3:31 PM CDST

Meeting Schedules

- Strategic Planning Committee
 - All VP's are included
 - Strategic planning meetings will be held the Saturday night before the June, and October BoD meetings
- Future meetings
 - Oct 2010 – Boston Symposium
 - Sunday before the symposium
- Monthly teleconference schedule Send as teleconference meetings as outlook meeting notice and e-mail
 - First Tuesday of the month (unless scheduled otherwise)
 - October 5, 2010
 - November 2, 2010
 - December 7, 2010

▪ Time :
*US Time: 3 PM EDST - 2 PM CDST - 1 PM MDST - 12 PM (noon) PDST -
Tel Aviv, Israel - 10 PM - Buenos Aires – 4 PM
Sydney, Australia - - 5 AM (Wednesday)*