



Meeting Notes

Date: September 4 2012 - Board of Directors Teleconference

Committee Members:

Elya Joffe, Murlin Marks, Dan Roman, Doug Nix, Ivan VanDeWege, Thomas Ha, Jan Swart, Daniece Carpenter, Silvia Diaz Monnier, Richard Nute, Doug Kealey, Kevin Ravo, Tom Shefchick, Paul Wang, Mike Nicholls, Steli Loznen, Juha K Junkkarinen, Stefan Mozar
Guests: Dan Arnold, Luis Araujo, Jim Bacher, Henry Benitez, Mark Montrose

Participants:

Elya Joffe, Kevin Ravo, Murlin Marks, Ivan VanDeWege, Paul Wang, Mike Nicholls, Steli Rich Nute, Jan Swart, Thomas Ha, Tom Shefchick, Luis Araujo

AGENDA

Meeting called to order

- Welcome
- Secretary's Report
 - Previous meeting minutes
 - Action items
- Past President Summary
- President's Statement
- Treasurer's Report

VP Reports

- Member Activities
- Conferences
- Technical Activities
- Communications
- Old Business
- New Business

Meeting called to order at 12:05 PM Pacific Daylight Time

Adjourned at 1:05 PM PDT

Action items from this meeting

9/04/2012

- 09.2012.01 - Tom Ha - Follow up on Atlanta Chapter status with Atlanta leaders.
- 09.2012.02 - Murlin - Check on Best Paper Award status with Pete Perkins
- 09.2012.03 - Rich Nute - Follow up with U.S. Nuclear Regulatory Agency contact

7/31/2012

- 07.2012.01 – Doug Nix - Form a subcommittee to set some criteria on poster sessions, PowerPoint; experiments, etc. during a conference or symposium
- 07.2012.02 – All Board Members - Each Board member review and send any comments or information on any section of the draft report to the SRC from September 5 -10, 2012; comments to be sent to Elya

- 07.2012.03 – Doug Nix – Investigate what measures are in place to encourage authors to register and appear at the symposium
- 07.2012.04 – Doug Nix, Thomas Ha – Investigate what concessions might be made to accommodate a reduced or comp registration for the CQC visitors
- 07.2012.05 – Ivan – Begin preparations to form a representative advisory committee for all representatives to various contacts and organizations
- 07.2012.06 – Murlin – encourage industry or others to submit ideas or sponsor special awards

6/23/2012

- 06.2012.02 – Rich Pescatore - Written report on status and plan for History Committee by next teleconference
- 06.2012.03 – Elya – to provide presentation for chapter use on the society awareness; Daniece to send CT
- 06.2012.04 – Thomas Ha – investigate IEEE fee reduction for large group sign-up
- 06.2012.05 – Thomas Ha – CQC-PS will visit Symposium; report on plans for welcome
- 06.2012.06 – Daniece - Gratitude of hosting event certificate; 4 individual, 1 to lab
- 06.2012.07 –Kevin Ravo – investigate various methods of recording and broadcasting presentations
- 06.2012.08 –Doug Nix - Conference – check with Anna – if we have A/V; what does it take to record some of the presentation?
- 06.2012.09 –Stelli – communicate with Ivan before the Symposium in developing a Product Safety encyclopedia; what support is needed
- 06.2012.10 –Elya – send information on TEP, IEEE Transportation Electrification Project to Daniece
- 06.2012.11 –Elya – send revised strategic plan, ver 1b, for comments to BoD
- 06.2012.12 –Elya – to check with TAB on situation with Beijing chapter on putting obstacles to creating new chapters
- 06.2012.13 – Thomas Ha to identify potential GOLD board members. Remove current GOLD member for non-attendance.
- 06.2012.14 – Elya Resend IEEE roster – update with corrections to Daniece

5/29/2012

- 05(2).2012.02 – Thomas Ha, Doug Kealey, Dan Roman – Consider teleconferencing chapter meeting options – in progress; one meeting

4/3/2012

- 04.2012.04 - Elya to prepare “Presidential” letter for Beijing chapter chair, Paul to translate – still investigating situation in China and evaluating need

3/6/2012

- 03.2012.01 - all BOD - anyone with ideas with society named awards make proposal; especially looking for input from industry

2/12/2012

- 02.12.07 – Thomas Ha – identify lead volunteer for social networks such as LinkedIn -
- 02.12.13 – Thomas, Doug, Dan, Daniece, Elya – develop membership satisfaction survey; draft by September telecom
- 02.12.18 – Thomas and Doug K. – Establish a plan for the Chapter Chair meeting for the Portland Symposium

01/2012

01.12.a – Thomas Ha - Distinguished Lecturer program – need to work on developing program – would like to have a preliminary plans by February, 2013

01.12.b – Doug Nix – make a template for announcements for Chapter sponsored workshops

Meeting report

Call to Order, Introductions/Opening Remarks

- Welcome

Secretary Report

- Approval of Agenda - Motion made to accept, seconded, motion passed
- Meeting Report for 31 July meeting – Motion made to accept, seconded, motion passed

Past President's Summary

- Election
 - Election underway - Everyone encouraged to vote!
 - Election will be completed on 1 October
 - New AdCom members encouraged to attend November AdCom Meeting
 - Murlin will work with IEEE and Dan Roman to send out voting reminders
 - Need to encourage high participation [note: as of 5 September, 114 - 14.84% of members had voted]
- Review of Symposium papers
 - 17 formal papers peer reviewed and accepted.
 - Four papers nominated for Best Paper Award
 - Pete Perkins will coordinate BPA with Portland Chapter (Elya asked MM to follow up with Pete)

President's Statement:

- SRC Review: Elya needs remaining inputs no later than Friday, 07 September. He will compile the information on Friday.
- Strategic planning: Everyone should prepare goals for SP at our November meeting.
- Note that SRC and IEEE TAB meetings will be just after our Portland conference.
- Global outreach
 - South Africa - In October, Rich Nute and Elya will be going to South Africa for a series of workshops. Steven Dukes, president of the Consumer Electronics Society will also attend. Elya will encourage Steve or another senior CE Soc member to attend the Portland conference.
 - Consumer Electronics Society Conference in Japan
 - Elya cancelled our participation due to our financial limitations
- iNarte/RABQSA: The MOU proposal was discussed and approved. (note that Elya, being on the iNarte Advisory Board and on the RABQSA Board, did not vote.)

Treasurer's Report - No report

VP Reports

VP Member Services

- Tom reported that membership white paper is being finalized. Tom will send a reminder to provide comment
- Atlanta Chapter - Action Item: Tom will check on Atlanta Chapter status w/Atlanta leaders.

- Paul and Tom discussed Beijing Chapter developments
- Tom is working on getting a Pittsburgh chapter started.
- A person from the U.S. Nuclear Regulatory Agency expressed interest in our society & conference. Action Item: Rich Nute will follow up
- Mike Nicholls is looking to start a Ventura County Chapter. Tom will attend an organizing meeting.

VP Conferences

- Best Paper Award: Murlin indicated that Pete Perkins has picked up the BPA judging and presentation supported by the Portland Chapter. Hopefully, this will be a new tradition, where the local chapter hosts the BPA. Action Item: Murlin to follow up with Pete.
- Elya reported that with Steli's leadership, we just completed a successful joint workshop in Tel Aviv with the International System Safety Society. Steli will prepare a Newsletter article with photos from the workshop.

VP Technical Services

- Ivan said we will make arrangements for iNarte to meet with our TCs to discuss their exams. The TCs will be meeting early Tuesday morning.

VP Communication Services

- Since he's now retired, Rich Pescatore should be able to get the society History Committee moving.
- There was a brief discussion of the request for articles for the CE Soc magazine. Elya asked everyone to keep this offer in mind. The CE Soc magazine is archived in Xplore, so this is a very worthwhile opportunity. We can probably arrange reprints in our newsletter (as Murlin did with his article in the magazine early this year.) Also, we have a potential offer of having a "product safety engineering" section in the CE Soc transactions, if we have enough peer reviewed papers that are consumer electronics related.

Old/Unfinished Business

- Consumer Reports Appliance Fire article – Rich reported there was nothing new.

New Business

- Proposal for PSES to become a Class D Liaison with IEC TC108 HBSDT - per IEEE rules, no can do.

Action Items (old and new) Review - Elya asked everyone to review the action items (see Page 1 & 2) to mark them off or address them before our next meeting. Provide Daniece with your updates.

Closing Remarks

- **Due to potential travel our October meeting is TBD.**
- Next Face to Face (F2F) meeting is
 - 3-4 Nov, 2012 – Symposium – Portland, OR
- Adjournment
 - Meeting was adjourned at 1:05 pm PDT.

Meeting Schedules

- Strategic Planning Committee
 - All VP's are included
 - Strategic planning meetings will be held the Saturday night before the June, and November BoD meetings

- Future **Face to Face** meetings
 - 3-4 Nov, 2012 – Symposium – Portland, OR
 - Sunday before the symposium
 - Nov 7 – Board meeting with summary
 - Note that final summary to TAB review for society

- **Monthly teleconference** schedule Send as teleconference meetings as outlook meeting notice and e-mail
 - First Tuesday of the month (unless scheduled otherwise)
 - **2012**
 - **October: TBD**
 - November 2012 – no teleconference scheduled
 - 4 December, 2012

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 - - 7 AM (Wednesday) - Beijing, China – 4 AM Wednesday

Please note that the times **may vary** depending on the local adoption of Daylight Savings Time.
ALWAYS check your local time.

Time is based on **US Central time zone. (Austin, Texas)**

Convenient web based planner is at <http://www.timeanddate.com/worldclock/meeting.html>