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| **IEEE_MBblue**4 | **IEEE Product Safety Engineering Society**  | pseslogo_medium |

**Meeting Report - BoG**

**March 4, 2019**

**Board of Governors Members:**

John Allen, Mark Maynard, Stefan Mozar, Murlin Marks, Daniece Carpenter, Mike Nicholls, Steli Loznen, Ken Kapur, Wen-Chung Kao, Steve Brody, Fabio Furlan, Don Gies, Jeff Pasternak, Lei Wang, Michael Anderson, Daren Slee, Bansi Patel, V. Jayaprakasan, Catherine Pell, Kim Fung (KF) Tsang

**Participants:**

John Allen, Stefan Mozar, Daniece Carpenter, Mike Nicholls, Steli Loznen, Ken Kapur, Wen-Chung Kao, Don Gies, Jeff Pasternak, Kim Fung (KF) Tsang

Call to order \_\_9:05\_\_ am Central USA time

Adjourn \_\_10:45\_ am Central USA time

 **Welcome**:

* No items to add to the agenda
	+ Approval of Agenda –
		- Motion made and passed

 **Housekeeping and Secretary's Report**:

* General
* Approval of previous Meeting Report
	+ Motion made and passed

 **Working item Topics**:

* Report from the TAB meeting recently attended
	+ Need to find another stream of revenue
	+ New direction from TAB may include balancing the IEEE take between publication and conferences surplus
	+ Propose to add a Vice President of Publications to drive development of the appropriate revenue stream publications
		- Will send a call for nominations to Society
		- Plan for a vote at May Board meeting
* EMC conference in July has accepted our Compliance 101 and Global Market Access tutorial
* Steve Brody is stepping down from his position on Board
	+ He has committed to continue to chair the 2019 conference planned to be held in Texas
* A position for Education Activities is open
* Publications
	+ InCompliance magazine is looking for product safety papers
	+ Some concern was expressed on the lack of papers or articles if we start a Journal
	+ InCompliance magazine want 5 articles per year
	+ The Board discussed the project discussed
	+ Don may start a committee to develop

 **Past President's Report**:

* No report

 **President-Elect's Report**:

* IEEE has a new initiatives committee with $3 million to give away up to $60K-70K to help societies with member value
	+ Some ideas –
	+ Compliance 101/102 published in a booklet
	+ Record some presentations
	+ Stefan will form a committee
		- Jeff, Don , Stelli, Ken, KF, Daniece volunteered

 **Treasurer's Report:**

* Top 1-3 items
* 2018 budget performance should be available in March or April
* 2019 projects need to be implemented
* 2020 budget should be drafted by May.
	+ All VPs need to get their items to the Treasurer to be included in the budget.
	+ 2020 projects need to be planned
* Expense approval process will be the same as before.
* Treasurer’s Report : \_\_\_\_\_\_\_\_\_\_\_\_

 **VP Technical Activities:**

* DL program –
	+ Reporting an issue with IEEE to start DL program to find the right person or team to give approval.
	+ Some confusion seems to be as to whether IEEE or Society needs to approve. DL program only needs to be approved by Board. Stelli will update the information.
* Mentoring program
	+ Propose to introduce a mentorship program
	+ Received some information from IEEE on mentor program.
	+ Ken and Mike will help develop the program
* Idea to start a new PSES Community in Collabratec
	+ Request to establish a community
* TC activities at the ISPCE
	+ John will hold a TC meeting at the Symposium
* Technical Activities Report : \_\_\_\_\_\_

 **VP Communications:**

* Need newsletter articles
* Symposium
	+ Look into recording a couple of presentations and turn them into articles for
		- Jeff does video editing and will help
		- Stefan also has a contact who will edit the video
		- Need permission from presenters
		- Will contact Murlin to put a notice in the program
		- Will also include a notice on website; LinkedIn, and in newsletter
	+ Action item - Stefan – needs to put out a general safety statement

 **VP Conferences:**

* SPCE for this year
	+ Stefan has an issue with the room block with Conference Catalyst
	+ Wants to have the conference contract to be signed by the VP and not by the conference chair
* 2019 ISPCE
	+ Peer review for papers is completed. 4 papers have been chosen as candidates for the Best Paper Award.
	+ Two Keynote Speakers have been secured.
	+ Conference program is in progress
	+ Conference newsletter should be issues in the next week.
	+ ISPCE Report : \_\_\_\_\_\_\_

 **VP Member Services:**

* Chapter chair
	+ Planning a meeting at ISPCE
	+ Will take the top 10 ideas to help Chapters. See Report for list of ideas.
* New members
	+ Will continue to emphasize the value of membership
* Virtual chapter
	+ Has 42 members
	+ Open issue is how to set up a Virtual Chapter not ties to a Region and Section?
* Senior members
	+ Will continue to push for new Senior Members
* PSES global outreach representative
	+ Identified PSES Global Representative as Naveen Antony from India
* Compliance101/201 training as value for the members
* Member Services Report : \_\_\_\_\_\_\_\_\_\_\_\_\_

 **LIAISON Reports**

* No Reports

 **Old Business**

* Meeting time and date for 2019: \_\_\_\_\_\_\_
	+ Monthly meeting for BoG

 **New Business**

* No new business

 **Concluding Remarks**

 **Adjourn**

10:45 am

 **Face to Face Meetings**

*All Day Board Meetings - 2019*

* 2019 Symposium (May 6,7,8) – May 5, 2019
* Fall meeting - Fall conference – Location TBD – 2019

*Monthly Web Conferences*

**2019** - First Monday of each month – ***Time varies*** - Central US time

2019 Web Conferences

* January 7
* February 4
* March 4
* April 1
* May 6
* June 3
* July 1
* August 5
* September 9
* October 7
* November 4
* December 2

***Reminder – USA Daylight Saving Time BEGINS on March 10, and ENDS on Nov. 3, 2019***