

Approved Minutes
 IEEE-EMCS Standards Development Committee (SDCom)
 May 20, 2009
 Embassy Suites Philadelphia Airport
 9000 Bartram Ave.
 Philadelphia, PA 19153
 Phone: 215-365-4500

Chairman: Andy Drozd, andro1@aol.com
Vice Chairman: Colin Brench, colin.brench@ieee.org
Secretary: Ed Hare, w1rfi@arri.org

Attendance:

Committee Members	Present
	* = Attended by telecon
1. Andy Drozd, Chair	Y
2. Colin Brench, Vice Chair	Y
3. Ed Hare, Secretary	Y
4. Stephen Berger	Y*
5. Dick Ford	Y
6. Fred Heather	Y
7. Donald Heirman	Y
8. Daniel Hoolihan	N
9. Ghery Pettit	Y
10. Ralph Showers	Y
11. Kwok Soohoo	Y*
12. David Staggs	N
13. Donald Sweeney	Y
14. Kimball Williams	N
15. Kermit Phipps	Y ¹
Other Attendees	
1. Takeo Yoshino	Y
2. John Norgard	Y
3. Elya Joffe	Y
4. Bill Ash	Y*

1. The meeting was called to order by Mr. Drozd at 12:40 PM.
2. On a motion by Mr. Hare, seconded by Mr. Pettit, the draft agenda for the meeting was approved.
3. The consensus of the committee was that the approval of the minutes from the November, 2008 and March, 2009 meetings should be deferred until the next meeting or approved by email with an email vote to be conducted by the Secretary.

¹ Mr. Phipps was voted in as a member of SDCom during the course of the meeting. He attended over half of the meeting as a member.

4. The Secretary reported that the IEEE L-50S form was provided to the IEEE on April 15, 2009. SDCCom has no budget and all of its expenses are handled under the budget for the Vice President of Standards. The L-50S showed no financial activity.
5. Messrs. Heirman and Norgard discussed the 2009 VP for Standards budget. It was agreed that \$2650.00 shall be earmarked to fund the EMC-S participation in ANSI asc C63®, payable in the fourth quarter of 2009.
6. The Secretary showed the list of SDCCom members as appended to these minutes. The Secretary made a motion that those people be approved as the active members of SDCCom, contingent on the receipt by the Secretary of a commitment by individuals not present at the meeting to continue to serve as members for the next year. The motion was seconded by Mr. Sweeney and approved
7. The Secretary provided or asked for status reports on SDCCom-sponsored standards.
8. The Secretary indicated that a number of the standards monitored by SDCCom are expiring in 2011. He noted that if revisions to these standards are needed, or if research is necessary to a decision to either send a standard to reaffirmation or allow it to be administratively withdrawn, it is necessary to start needed processes this year. Messrs. Heirman and Drozd took an action item to research which of our standards are referenced in other standards and provide a report to SDCCom before the August meeting.
9. [Std. 139](#)²: Measurement of RF from ISM equipment
 Standard expires: 2011
 WG Chair: No working group
 PAR: None
 Status: Current standard. No current activity. No report received.
 Next action: Begin evaluation for 5 year review August 2009. Review standard and make recommendation about whether to allow to expire, reaffirm or revise. Identify individual or Working Group to do this if needed.
10. [Std. 187](#)³: Measurement of spurious emissions from TV receivers
 Standard expires: 2013
 WG Chair: No working group
 PAR: None
 Status: Current standard. No current activity.
 Next action: Begin evaluation for 5-year review August 2011.
11. [Std. 299](#)⁴: Measuring effectiveness of shielded enclosures
 Standard expires: 2011
 WG Chair: None
 PAR: None
 Status: Current standard. No current activity. No report received.
 Next action: Begin evaluation for 5-year review August 2009. Several SDCCom members will solicit expert opinion on whether standard needs to be revised or can be submitted for reaffirmation ballot as is.
12. [P299.1](#)⁵: Measuring shielded enclosure, dimensions between 0.1m and 2m
 Standard expires: New project
 WG Chair: Sabrina Sarto, email: mariasabrina.sarto@uniroma1.it, tel:
[PAR](#): Expires December 2010
 Status: May 2009: A verbal report was received from Kermit Phipps. A copy of the draft was supplied to

² IEEE 139 – IEEE Recommended Practice for the Measurement of Radio Frequency Emissions from Industrial, Scientific and Medical (ISM) Equipment Installed on User’s Premises.

³ IEEE 187 - IEEE Standard on Radio Receivers: Open Field Method of Measurement of Spurious Radiation from FM and Television Broadcast Receivers

⁴ IEEE 299 – IEEE Standard Method for Measuring the Effectiveness of Electromagnetic Shielding Enclosures

⁵ P299.1 - Standard method for Measuring the Shielding Effectiveness of Enclosures and Boxes Having Dimensions Between 0.1 m and 2 m.

SDCom.

Next action: The Working Group expects to meet in August at the Symposium.

13. [Std. 377](#)⁶: Measurement of spurious emissions from land-mobile transmitters
Communication Transmitters
Standard expires: 2013|
WG Chair: Steve Berger, email: , tel:
PAR: None
Status: Current standard. No current activity.
Next action: Begin evaluation for 5 year review August 2011.
14. [Std. 473](#)⁷: EMC Site survey
Standard expires: Administratively withdrawn 3 February 2006
WG Chair: Elya Joffe, email: , tel:
PAR: Must be re-submitted
Status: TC-3 has expressed interest in undertaking revisions of the Standard
Next actions: Messrs. Joffe and Heirman took an action item to provide all of his material to TC-3 by August symposium meeting.
15. [Std. 475](#)⁸: Measurement of field-disturbance sensors
Standard expires: 2011
WG Chair: No working group
PAR: None
Status: Interest and need to extend range below 300 MHz.
Next action: Identify WG Chair. Mr. Heirman agreed to contact FDA to see if interest. Mr. Heirman also agreed to research trade organizations and provide information to the SDCom Secretary for follow-up.
16. [Std. 1128](#)⁹: RF absorber evaluation
Standard expires: 2011
WG Chair: No working group
PAR: None
Status: Frequency range of 5 GHz is somewhat archaic
Next action: Begin evaluation for 5 year review 8/2009. SDCom members looking for suitable WG Chair. Mr. Heirman agreed to research absorber manufacturer and provide information to Secretary for follow-up. If necessary, standard can be sent for reaffirmation ballot in early 2011.
17. [Std. 1140](#)¹⁰: Measurement of EMC field from video-display terminals
Standard expires: 2004
WG Chair: No working group
PAR: None
Status: Current standard. General consensus of SDCom is that the Standard can be allowed to be administratively withdrawn in 2009, but saving any useful information in it.
Next steps: Secretary to report on possible use of the standard's content in other standards and technical areas.

⁶ IEEE 377 – IEEE Recommended Practice for Measurement of Spurious Emission from Land-Mobile Communication Transmitters

⁷ IEEE 473 - IEEE Practice for an Electromagnetic Site Survey (10kHz to 10 GHz)

⁸ IEEE 475 - Measurement Procedure for Field-Disturbance Sensors, 300 MHz to 40 GHz

⁹ IEEE Recommended Practice for RF Absorber Evaluation in the Range of 30MHz to 5GHz

¹⁰ IEEE 1140 - Test Procedures for the Measurement of Electric and Magnetic Fields from Video Display Terminals (VDTs) from 5 Hz to 400 kHz

18. [P1302](#)¹¹: Characterization of conductive gaskets
 Standard expires: 2013
 WG Chair: John Catrysse, email: , tel:
 PAR: None
 Status: Current standard. No current activity.
 Next action: Begin evaluation for 5 year review August 2011.
19. [Std. 1309](#)¹²: Calibration of field sensors
 Standard expires: 2010
 WG Chair: None
 PAR: None. See 1309a
 Status: See 1309a
 Next action: See 1309a information below.
20. Std. 1309 amendment¹³: Calibration of field sensors – amendment.
 Standard expires: 2010
 WG Chair: Zhong Chen, email: , tel:
[PAR](#): Expires 12/31/2010
 Status: No written report received. The SDCOM Secretary has been monitoring the occurrence of regular teleconference calls. EMC-S has formal relationship with IEC and TC-77 related to this standard. SDCOM needs report from WG Chair on status of these liaisons. Mr. Drozd agreed to contact Mr. Chen to ask about the status of the draft.
 Next step: Secretary to report to IEEE on the change of WG chair
21. [Std. 1560](#)¹⁴: Measurement of RF power-line interference filters
 Standard expires: 2010
 WG Chair: Kermit Phipps, email: , tel:
 PAR: None
 Status: No current activity. WG Chair reports no revision will be necessary.
 Next action: Secretary to initiate reaffirmation in 1Q 2010
22. [P1597.1](#)¹⁵: Validation of computer modeling simulation
 Standard expires: 2014
 WG Chair: Andy Drozd, email: andro1@aol.com, tel: 315-334-1163
 PAR: None
 Status: Published by IEEE May 18, 2009.
 Next action: Begin evaluation for 5-year review August 2012.
23. [P1597.2](#)¹⁶: Computer modeling simulation applications
 Standard expires: Project
 WG Chair: Andy Drozd, email: andro1@aol.com, tel: 315-334-1163
[PAR](#): Expires 2009
 Status: IEEE MEC complete, with comments. Being resolved by WG by obtaining permission to use

¹¹ IEEE 1302 - Guide for the Electromagnetic Characterization of Conductive Gaskets in the Frequency Range of DC to 18GHz

¹² IEEE Standard for Calibration of Electromagnetic Field Sensors and Probes, Excluding Antennas, from 9 kHz to 40 GHz

¹³ Amendment 1 to IEEE Standard Method for the Calibration of Electromagnetic Field Sensors and Field Probes, Excluding Antennas, from 9 kHz to 40GHz: Probe characteristics, use and measurement uncertainty: Probe Use

¹⁴ IEEE 1560 - Standard for Methods of Measurement of Radio-Frequency Power-Line Interference Filter in the Range of 100 Hz to 10 GHz

¹⁵ IEEE P1597.1 - IEEE Standard for Validation of Computational Electromagnetics (CEM) Computer Modeling and Simulation

¹⁶ IEEE P1597.2 - IEEE Recommended Practice for Computational Electromagnetics (CEM) Computer Modeling and Simulation Applications

copyrighted material. A new balloting group is being formed by IEEE.
Next steps: Complete revisions as needed for MEC and submit for ballot.

24. P1642¹⁷: Protecting publicly accessible computers from intentional EMI
Standard expires: Project
WG Chair: Bill Radasky, email: wradasky@aol.com, tel: 805-683-5681
[PAR](#): Expires 12/31/2010
Status: Verbal and PowerPoint report given by WG Chair 8/2008
Next steps: Complete draft and provide to SDCCom. Mr. Drozd agreed to contact Mr. Radasky and ask for a report.
25. P1688¹⁸: Module EMI testing
Standard expires: Project
WG Chair: Fred Heather, email: heather@tqci.net, tel:
[PAR](#): Expires 2010
Status: A report was given by Mr. Heather. WG has been holding teleconferences monthly. A teleconference was held in April. The main body of the document is 100% complete and that the informative rationale for the test methodology chosen is 85% complete.
Next steps: Draft expected to be ready for the August 2009 meeting.
26. [P1775](#)¹⁹: BPL EMC – emissions testing and immunity testing and limits
Note: Power and Energy Society is sponsor, EMC Society and Communications Society are co-sponsors.
Standard expires: Project
WG Chair: Aron Viner, email: aron.viner@verizon.net, tel: 508-881-5458
[PAR](#): Expires 12/31/2009
Status: This standard is sponsored by PES, with EMCS and ComSoc as cosponsors. Standard passed at sponsor ballot. The WG is resolving and rebutting comments. Questions raised about improprieties during balloting. Mr. Hare agreed to follow-up with Mr. Drozd and Mr. Ash with respect to a report Mr. Hare had received from one of the balloters.
Next steps: Mr. Drozd will initiate discussions of the matter with the SASB and the sponsor.
27. The IEEE patent and meeting conduct slides were shown, with a brief explanation by Mr. Heirman. There were no questions and no participants disclosed patents.
28. Mr. Pettit indicated that he is no longer the best person to serve as the coordinator of the SDCCom with its webmaster, Shannon Archambeault. The Secretary and Mr. Todd Hubing, the IEEE Vice President for Membership Services and the person in charge of the coordination for the EMC Society web page, will work out how to best provide material to Ms. Archambeault for posting. Mr. Drozd reported to the Secretary that a number of web page issues were still unresolved. The Secretary took an action item to contact the webmaster to get Mr. Drozd's affiliation corrected on the SDCCom web page.
29. Mr. Heirman gave a report on developing interest in Smart Grid technologies and the involvement of the National Institute of Standards and Technology (NIST). Several SDCCom members indicated some interest in possibly attending meetings and it was agreed to discuss this again at the August meeting, to determine if any SDCCom involvement is needed or appropriate.
30. The Secretary reported on an email that he had received from Ms. Lisa Yaconne of the IEEE staff. The email informed SDCCom that its Policy and Procedures (P&P) document had expired at the end of 2008. SDCCom is required to submit a new P&P, based on the IEEE model document. The document must be submitted by 19 October, 2009. Mr. Heather agreed to compare the current P&P to the model document and report to SDCCom at the August meeting.

¹⁷ IEEE 1642 - Recommended Practice for Protecting Public Accessible Computer Systems from Intentional EMI

¹⁸ IEEE P1688 - Standard for Module Electromagnetic Interference (EMI) Testing

¹⁹ IEEE standard on measurement methods for BPL emissions and limits and test methods for BPL immunity

31. Mr. Drozd indicated that Working Groups are also required to have separate P&Ps. He agreed to obtain a copy of the IEEE model for Working Group P&Ps and provide it to the Secretary for distribution to Working Group Chairs, along with instructions about the need for Working Groups to develop P&Ps.
32. Mr. Heirman gave a short presentation of the current work being done by EMC-S on long-range planning.
33. Mr. Heirman gave a short presentation on the ANSI asc C63® committee. EMC-S is a voting member of C63®, with Mr. Berger as the primary representative and Mr. Brench as the alternate. Mr. Heirman briefly described each of the C63® standards.
34. The meeting had run over its allotted time, so the Secretary was directed to schedule a teleconference call by querying the SDCom membership about available dates and times.
35. Mr. Berger gave a short presentation on the work being done by Standards Coordinating Committee 41 (SCC-41). It is presently working on P1900.4, a standard on in-band reconfigurability and P1900.5, a standard covering policy layers and structures for software-defined radio and dynamic spectrum systems. The Secretary reported that Mr. Ash had informed him that SCC-41 is now fully formed. This ends any formal oversight of SDCom over the work of SCC-41, however SDCom members do have a continuing interest in the subject and reports will be received when and if they are available.
36. The Secretary informed SDCom that he had not filed the necessary forms to reserve a room and meals for the August Symposium meeting. He was directed to do so immediately, reserving Monday, 8:00 AM – 10:45 AM and Wednesday, 7:00 AM – 8:30 AM.
37. Mr. Drozd offered a brief statement that the Canadian Standards Association is interested in working with SDCom to develop joint standards. Mr. Drozd will have a conversation with CSA representatives to learn more about this and report to SDCom by 5 June 2009.
38. The meeting was adjourned by Mr. Drozd at 4:15 PM.

39. Upcoming meeting schedule

Secretary

Note: Future meeting dates are subject to future change, so they should be used for general information only. These dates should not be used to finalize travel. Other than at the Symposium, if it meets in conjunction with the Board meeting, SDCom will meet the day before the meetings of the EMC-S Board of Directors. At the Symposium, SDCom traditionally meets on Monday and Wednesday mornings.

2009 proposed meetings of SDCom, ExCom and the EMC-S BoD

Location: Austin, TX (with EMC 2009 Symposium)

- Sat, August 15: ExCom
- Monday, August 17: SDCom
- Wednesday, August 19: SDCom
- Sun, August 16: BoD meeting
- Thu, August 20 BoD dinner meeting

Location: New Brunswick, NJ

Proposed Dates: November, 18-20, 2009

- Wed, November 18: SDCom, ExCom Meeting, Chapter Meeting
- Thu, November 19: BoD meeting, BoD Annual Dinner
- Fri, November 20 Long Range Planning Session

40. SDCom members approved for membership at this meeting:

Committee Members	
1.	Andy Drozd, Chair
2.	Colin Brench, Vice Chair
3.	Ed Hare, Secretary
4.	Stephen Berger

5. Dick Ford
6. Fred Heather
7. Donald Heirman
8. Daniel Hoolihan
9. Ghery Pettit
10. Ralph Showers
11. Kwok Soohoo
12. David Staggs
13. Donald Sweeney
14. Kimball Williams
15. Kermit Phipps

Teleconference August 4, 2009 2:00 PM EDT:

1. A teleconference was held August 4, 2009 at 2 PM EDT. A quorum was not present, so no votes were taken. These notes documenting the teleconferences are included as informational material, not as approved minutes.
2. The following SDCOM members participated:
 - Andy Drozd, Chair
 - Ed Hare, Secretary
 - Don Heirman
 - Don Sweeney
 - Kimball Williams
 - Steve Berger
 - Kwok Soohoo
3. Std. 299: Measuring effectiveness of shielded enclosures. The consensus of the group is that this standard can be reaffirmed in 2011.
4. Std. 473: EMC site survey. The Secretary took an action item to ask Elya Joffe to provide the current draft, in whatever form or state that it is in at this time, for transition to Technical Committee 3 (Bill Strauss, Chair).
5. Std. 1128: RF Absorber evaluation. A WG and Chair is still needed.
6. P1309a: Calibration of field sensors amendment. The Secretary still needs to report Mr. Chen as Chair.
7. P1775: BPL EMC. Mr. Hare gave a brief report on progress made on the resolution of comments received at ballot. At this time, there 11 of 204 comments were discussed, with resolution found for about half of them. Mr. Drozd led a discussion on a report received of contact with one balloter by the staff of one of the stakeholders, urging a positive vote in the ballot.
8. Audit report and SDCOM Policies and Procedures. The need to complete a revision of the P&Ps was discussed. As indicated in the minutes for May 2009, Mr. Heather will give a report at the August meeting on the differences between the present (expired) SDCOM P&Ps and the new IEEE model procedures.
9. The teleconference was ended at 3:15 PM.