

CHAIRMAN'S NOTE: The minutes are 8 pages long. There are several requests of our Std Committee contained in these few pages. Please take the time to read and respond. Thanks.

Note: H. Stephen Berger
New Address Thomas-Conrad Co.
1908-R Kramer Ln.
Austin, Tx. 78758
March 30, 1989

MINUTES OF THE IEEE EMCS STDS COMMITTEE

FEBRUARY 18, 1989
8:00 TO 9:30 A.M.
JW MARRIOTT HOTEL
WASHINGTON, D.C.

MEMBERS PRESENT

Don Heirman, Chairman
Ed Bronaugh
Art Wall

W.E. Cory
Dan Hoolihan

MEMBERS ABSENT

Hugh Denny
Leonard Thomas, Sr.
Glen Dash
Risaburo Sato
Stephen Berger

Ed Skomal
Daniel Weinberg
Ralph Showers
Jim Parker
Eugene Knowles

OTHERS PRESENT

None

ADDITIONAL MINUTES DISTRIBUTION

W/G CHAIRMEN: (Not voting members of the committee.)

George Kunkel (P509)
David Staggs (P1190)
Anatoly Tsaliovich (P1128)
Don Kerns (P475)

Richard B. Schulz (P299)
John Osburn (P626)
Richard Tell (P1140)

OTHERS:

Poul Anderson (VTS liaison)
Janet Nichols (Sec. EMCS)

Don Clark (Pres. EMCS)
Jane Post (Sec., NESCOM)

MINUTES

- 1.0 The chairman opened the meeting at 8:00 A.M. and welcomed the attendees (See agenda - attachment A & Board of Directors Report - attachment B).
- 1.1 The following items were added to the agenda:
 - 1.3 Reconfirmation
 - 6.3 New Style Guide
 - 6.4 Standards Office move to Piscataway
- 1.2 The Chair asked and received approval of Dan Hoolihan as a new voting member of the Standards Committee. (See attachment C). The Chair. also received an informal note from Dave Traver (Sony) asking to replace Sal Gentile on the committee. The Chair. requested the secretary to send a letter to Dave requesting a formal submission and include his background in EMC which qualifies him for the committee position and that he is prepared to attend meetings and respond to ballots. (See attachment D).
- 1.3 The secretary reports that 8 reconfirmations of committee membership have been received. All such reconfirmation must be received by April 15, 1989 to remain active in the committee.
- 2.0 The minutes of the November 11, 1989, meeting were reviewed and approved with no changes.
- 3.0 Review of the standards activities then followed.
- 3.1 P139
P139-1988 has been published and is available from the IEEE Service Center in Piscataway for IEEE members at \$20 plus postage and handling; for others the price is \$40. Order SH12377. (See attachment E)
- 3.2 P140
P140 is waiting the results of external coordination and IEEE Standards Board Review Committee (REVCOM) review. Jim Maw has retired from Mann-Russell. The secretary is attempting to arrange for the completion of coordination.
- 3.3 P187
No report was sent to this meeting. The secretary is asked to send a letter to Dr. Sato asking for completion of coordination with C63 so the standard can be approved by REVCOM.
- 3.4 P299

See written report attached. (Attachment F) Ed Bronaugh agreed to ask Sue Vogel (IEEE Standards Office) to have the entire standard placed on a word processor and to couple the figures so that a review can take place. He will send the package to the Chair, secretary and Hugh Denny for final comments. It is urgent that this be balloted by mid-year. A "compliance" check list is still needed for the user.

3.5 475

The secretary understands that Don Kerns would like to have a user's review of 475 before it is reaffirmed. Art Wall asked to review the standard. The secretary is to see that the Chair and Art receive copies.

3.6 P478/482

Jim Parker's reports that the two PAR's will be revised and combined into one PAR (See attachment G). The W/G is to meet in Denver on May 22, 1989 between 7 and 10 P.M.

3.7 P509

The drawings for the draft are missing. The secretary is to ask the W/G chairman to send them. The committee decided that it would ask the TC-4 committee chairman to review P509, the comments received to date, and submit a written recommendation to our committee on how best to proceed. The secretary is to send a letter requesting this and that this be added to the TC-4 agenda for its Denver meeting. The Chair noted that the material contained in the draft appears to be the topic of an IEEE/ELECTRO/1989 tutorial by the W/G chairman (See attachment H). The Chair cautioned that the draft is a document which is not for publication or distribution and in fact will be changed during the review cycle.

3.8 P626

The secretary indicated that the W/G activity under the new chairman is progressing. Target dates and status report are overdue.

3.9 P1128

No report was available for this meeting. The W/G is to present a tutorial and hold a meeting in Denver at the EMC symposium. More progress is needed for this work to be helpful in a timely manner. A draft document is needed by 4th quarter 1989.

3.10 P1140

Rick Tell forwarded the W/G report (See attachment I). The committee felt that the effort should not involve radiation hazards, but should concentrate only on near field E and H measurements, and should not be held up awaiting further

Swedish inputs. The W/G chairman should also recognize that he has mailing and correspondence funding support from our budget to facilitate this effort. If the topic is too unwieldy, then bounds should be suggested, e.g. frequency, etc. The purpose of the work is to measure such fields from an EMC perspective and not biological harm. Interference measurements would consider levels that typical EMI receivers or spectrum analyzers with appropriate transducers can handle. Art Wall understood that the FCC will be publishing a measurement procedure for H-fields under 30 MHz. The W/G chairman should get in contact with Art for specifics.

3.11 P1190

The W/G chairman forwarded a brief report (See attachment J). The secretary indicated that a scope and W/G membership list has been prepared. Chair would like the committee to see the W/G scope statement. The secretary is to ask the W/G chairman for it. Art Wall indicated that in the new FCC MP-4 NPRM that will be out by March 1 there is a calibration procedure for LISN's that might be helpful to the W/G. The W/G chair should call Art for details.

4.0 New Standards/Standards Coordination

4.1 Revision of PAR's

The chairman requested that at least the PAR's for 626, 509 and 478/482 be updated or revised as necessary by mid-year. P-1140 is also a candidate for revision.

4.2 EMC Symbols

A proposal for working with ANSI C63 in coming up with an EMC terms and symbols dictionary is still open. Dick Schulz is the contact with C63. Our effort needs volunteers to work with C63. The secretary is to write to the chairman of TC-1 to see if they are willing to undertake this coordination.

5.0 Review of Action Items

5.1 The chairman requested each committee member to review the MUG factor, and address list, which accompany each set of minutes, for correctness. (See attachments K & L)

5.2 A brief review of the outstanding action items from the Nov. 16, 1988 meeting followed. (See the attached sheets for current status.)

3.3 Open

3.5 Open

3.5 Open

3.6 Open

3.7 Need drawings to be sent to committee and TC-4.

- 3.11 Report received; awaiting Tell's discussion at next committee meeting.
 - 4.1 Open
 - 4.2 Closed by secretary sending a letter of "no comment"
 - 6.3 Open
 - 6.4 Open
 - 6.6 Closed
 - 6.6 None received; closed
 - 6.7 Vice-chairman job description is attachment M.
- 5.3 Budget Requests
The Chair requested from the EMCS BoD a total of \$1150 for 1989 to cover meeting expenses, mailings and text processing.
- 5.4 Vice Chairman
The chair would like to find a volunteer for this position (See attachment M for the job description).
- 6.0 New Business
- 6.1 Transnational Forum
The committee was not interested in meeting in late September at the "Standards Week '89". (See attachment N) The chairman will so advise Addy Zeni in New York.
- 6.2 TC Sponsorship
The chair discussed the need for all our work to be sponsored by the Society's Technical Committees. He asked that the secretary identify the appropriate home for our standards and to bring up this subject at our May 22, 1989 meeting.
- 6.3 New Style Guide
The standards office has just published two guides that each W/G member should have. (See attachment O and P). The chair asked the secretary to have Piscataway send copies to our W/G chairman.
- 6.4 Std. Office Move
The standards office has moved to Piscataway, N.J. Attachment Q contains key names, phone numbers and mailing addresses.
- 7.0 The remaining meetings for 1989 will be:
1. 8:00 A.M. Monday May 22 at the Radisson Hotel in Denver, Co., just prior to the EMCS BoD meeting.
 2. Wednesday, Nov. 15 Tarpon Springs, Fl.
- 8.0 Motion was for adjournment was made at 9:25 A.M., seconded, and passed.

- 9.0 Additional attachments
- 9.1 Ballot and Attendance Summary (Attachment R).
- 9.2 Current Address List (Attachment L).
- 9.3 Current EMCS Std. Committee Projects List (Attachment S).

Respectfully Submitted,

Don Heirman
Acting Secretary for this meeting

H. Stephen Berger
Secretary
EMC Society Std. Committee

ACTION ITEMS
ARISING AT THE
AUGUST 1, 1988 EMCS STANDARDS COMMITTEE MEETING

MIN SEC	RESPONSIBLE PERSON	ACTION ITEM	COMPLETION DATE /COMMENTS
3.6	D. Kerns	Submit PAR for 475 and prepare document for ballot by 11/1/88.	
3.8	G. Kunkel	Submit draft to sec. for circulation at the Nov. 16 meeting.	

ACTION ITEMS
 ARISING AT THE
 NOVEMBER 16, 1988 EMCS STANDARDS COMMITTEE MEETING

MIN SEC	RESPONSIBLE PERSON	ACTION ITEM	COMPLETION DATE /COMMENTS
3.5	G. Knowles	Prepare compliance checklist for inclusion in P299.	
3.6	D. Kerns	Submit a reaffirmation ballot for 475.	
3.7	Sec.	Mail draft w/ drawings for comment.	
3.11	Tell	Attend the next std. committee meeting for a detailed discussion of the W/G plans and progress.	
4.1	W/G Chair	Review PAR's and update as needed.	
4.3	Sec.	Forward comments on SAE J-1816 to SAE.	
6.3	Sec. 4/13/89	Write the chair of TC-1 suggesting that they undertake the EMC symbols project.	
6.4	Committee	Send chair suggestions on SCC 22 liaison.	

ACTION ITEMS
 ARISING AT THE
 FEBRUARY 18, 1988 EMCS STANDARDS COMMITTEE MEETING

MIN SEC	RESPONSIBLE PERSON	ACTION ITEM	COMPLETION DATE /COMMENTS
1.2	Sec	Respond to Dave Traver's req. for membership on Std. Committee.	4/13/89 att. T
1.3	Committee	Return reaffirmation ballots by 4/89.	
3.3	Sec	Write Dr. Sato req. completion of 187 coordination w/ C63.	4/13/89 att. U
3.3	Dr. Sato	Complete coordination w/ C63.	
3.4	Ed Bronaugh	Have 299 put on wp & send to named members for final review.	
3.5	Sec	Send copy of 475 to Chair. & A. Wall.	4/13/89
3.7	Sec	Ask W/G chair. to send drawings for inclusion in draft.	
3.7	Sec	Req. TC-4 chair review P509 & place on TC-4 4/89 meeting agenda.	
3.10	R. Tell	Contact A. Wall reg. H-field measurement procedure.	
3.11	Sec	Req. W/G chair send scope for inclusion w/ minutes.	4/13/89
3.11	Sec	Ask W/G chair to call A. Wall for details on LISN cal. procedure.	4/10/89
4.1	W/G Chair	Revise PAR's for 626, 509, 478/482.	
4.2	Sec	Write Chair. of TC-1 reg. coordination.	4/13/89
6.2	Sec	Identify appropriate TC for each std. project for 4/89 meeting.	
6.3	Sec	Ask Std. Office to send style guide to W/G chairmen.	4/13/89