

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.

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Austin, Tx. 78758
July 10, 1989

MINUTES OF THE IEEE EMCS STDS COMMITTEE

MAY 22, 1989
8:00 TO 9:30 A.M.
RADISSON HOTEL
DENVER, COLORADO

MEMBERS PRESENT

Don Heirman, Chairman
Ed Bronaugh
Hugh Denny
Jim Parker

Stephen Berger, Secretary
W.E. Cory
Dan Hoolihan
Eugene Knowles

MEMBERS ABSENT

Ed Skomal
Daniel Weinberg
Glen Dash
Risaburo Sato

Leonard Thomas, Sr.
Art Wall
Ralph Showers

OTHERS PRESENT

Dave Cofield
Dave Staggs
George Kunkel
Diethard Hansen
Anatoly Tsaliovich
Motohisa Kanda

Jon Curtis
Robert Glenn
Peter Madle
Robert Egan
Yasuo Akao

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)

Don Clark (Pres. EMCS)

Terry deCourcelle (Sec., NESCOM)

Janet O'Neil (Sec. EMCS)

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:
 - 5.4 Vice-chairman
 - 6.4 W/G Report Form
 - 6.5 Neubauer Memorial
 - 6.6 Submitters & Style Manual
 - 6.7 IEEE Definitions
 - 6.8 IEEE "Standards Bearer" Awards
 - 6.9 Buckley Std. Viewgraphs
- 1.2 The Chair asked that the sec. review the reconfirmation responses for participation on the Standards Committee. (See attachment C). The Chair. noted that those who do not respond according to the bylaws must be dropped from membership. He asked that the sec. send reminders to current members who have not responded. (See attachment D)
- 1.3 The sec. reported that a letter and resume had been receive from Dave Travers of Sony, requesting membership on the committee. The chairman asked that the letter and resume be included in the minutes. He further requested that the membership review Mr. Travers qualifications and appraise the chair of their opinion on issuing Mr. Travers and invitation to join the committee (See attachment F).
- 2.0 The minutes of the February 18, 1989, meeting were reviewed. Paragraph 7.0 was corrected to reflect the change of the November 1989 meeting to Monday November 13, 1989. The minutes were then approved with no additional changes.
- 3.0 Review of the standards activities then followed.
- 3.1 P140
The secretary reported that Dr. Huang, a member of the W/G, had offered to recruit someone to write the required definitions section (See attachment F). The chair noted that SC-10 (definitions) approval is now required for all standards. With the wide distribution of IEEE standards internationally accurate definition of terms is critical. All future PAR's should show SC10 for coordination.
- 3.2 P187
The W/G is completing coordination with C63 (See attachment G). The chair requested that this action be completed by the end of the 3rd quarter.

3.3 P299

E. Bronaugh reported that Sue Vogel at the IEEE Standards Office had received a copy of the draft for word processing.

Ed offered to follow-up on the status of that effort. The chair reviewed the history and status of the W/G 299 effort.

A discussion of the plan of action for this effort then followed between G. Knowles and E. Bronaugh. The Chair requested action by the ad hoc committee, comprised of Bronaugh, Knowles, Denny and the chair, within 60 days.

3.4 475

The chair reviewed the status of this standards effort. The standard needs a definitions section. There are cross references missing among the figures, multipath criterion needs review, and questions raised on the height of the receiving antenna and the EUT. The changes required may be more than editorial. This will require a new PAR and rewrite rather than just a reaffirmation ballot. The W/G chairman was asked to prepare the new PAR and prepare a draft by 9/1/89.

3.5 P478/482

Jim Parker's reports that the two PAR's have been revised and combined into one PAR under the 482 number (See attachment H). The chair noted that a PAR was needed to drop 478.

Jim Parker then reported on the Harrisburg W/G meeting on 1/30/89 (See attachment I). The W/G is to meet in Denver on May 22, 1989 between 7 and 10 P.M.

Dr. Hansen asked if the Swiss PTT method was included in the standard. J. Parker responded that six methods were included and the Swiss method was an implementation of one of these. Dr. Hansen commented that as the Swiss PTT method was an IEC standard it should be specifically included.

Discussion followed regarding the need for a transfer artifact which could be tested in all fixtures and with all methods. E. Bronaugh made the comment that even within the industry there is often inadequate awareness of what standards are available. This results in inappropriate methods being used.

H. Denny commented that many standards in other standards setting bodies seem poorly coordinated. He noted the EIA standard on shielding as an example. The chair noted that C63's primary purpose was to serve this function. However, with more than 35 member bodies, adequate communication is often lacking. The chair will take the comment to C63.

3.6 P509

George Kunkel reported that the first draft of P509 is complete. The draft was issued to the W/G and about 20 others for review. The W/G will meet on May 23, 1989, with TC-4, to discuss comments to the draft (See attachment J). TC-4, as stated in the February 18 minutes, is to submit a written recommendation to the committee as to how to proceed with P509.

3.7 P626

No report was available for this meeting. The chair requested that the W/G chairman submit a report for the minutes.

3.8 P1128

A. Tsaliovich reported on the W/G workshop to be held May 24, 1989. The W/G meeting will meet May 25, 1989 (See attachment K). The chair asked if a draft were possible by the end of the year. The W/G chairman replied that no draft would be possible that quickly as many different methods are being actively used with many technical conflicts between them. The chair reiterated that a draft must be available by the year's end and can include the different methods with a preferred method indicated.

3.9 P1140

M. Kanda attended the meeting representing R. Tell. He reported that a new PAR has been submitted for the W/G (See attachment L). The W/G met in April. The discussion dealt largely with the relative merits of a source specific standard verses a non-source specific standard. The W/G concluded that a non-source specific standard would be most appropriate. A draft is targeted by the end of the Summer. D. Hansen noted that VDE is deferring broadly to CISPR and IEC efforts. So the W/G should be more cognizant of those international efforts rather than VDE or other national standards. M. Kanda also noted that reaffirmation of continued active participation in the W/G was being required (See attachment M).

Also included for background, as attachment N, is a translation of the Swedish standard, TK74, and an IBM implementation of it.

3.10 P1190

D. Staggs reported that the first meeting of the W/G would be held May 25, 1989 (See attachment O for W/G report and meeting minutes). The W/G presently has nine members. Three different calibration methods are being considered. The chair asked if the FCC will be represented of the W/G? D. Staggs responded that they had been approached but did not

have the manpower. The chair requested that A. Wall be kept on copy for the W/G proceedings.

4.0 New Standards/Standards Coordination

4.1 New Style Manual

The chair announced that there was a new IEEE Style Manual for Standards. The sec reported that he had requested that all committee members and W/G chairman be sent a standards information packet, which includes the new manual. If any member has not received this packet he should notify the sec to receive a copy.

4.2 EMC Drafting Symbols

The secretary reported that he had written to the chairman of TC-1 to see if they are willing to undertake the coordination of the EMC Symbols project. (See attachment P)

5.0 Old Business

5.1 Review of MUG factors and Address List

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

5.2 Action Items

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

5.3 Sponsorship of Standards by TC's

The Chair reported that the effort to connect the TC's, as sponsors, with the various standards projects is proceeding.

5.4 Vice Chairman

The chair would like to find a volunteer for this position (See attachment M of the Nov. 1988 minutes for the job description).

6.0 New Business

6.1 Budget Approval

The chairman reported that the new budget had been approved by the board AT \$1190. (See attachment S)

6.2 Plans for 1989

The chair discussed the plans for committee progress in 1989. (See attachment S for an overview)

6.3 1989 Schedules

(See attachment S)

- 6.4 Sec. Report Form
The sec. presented a new report form for W/G chairmen. The intent of the form is to allow W/G chairman to inform the committee through a simple, easily updated, single page form. W/G chairman are asked to submit an updated report before each of the Std. Committee meetings.
- 6.5 Neubauer Remembered
The chair reported with sadness the death of former standards committee member, John Neubauer. He asked the committee to bow in a moment of silence honoring Mr. Neubauer. The chairman will send a note of consolation to Mrs. Neubauer.
- 6.6 New Submittal and Style Guide
This item was handled under 4.1.
- 6.7 IEEE Definitions
All standards must now be reviewed and approved by SCC10, the IEEE committee on definitions. W/G chairman should assure that drafts and PAR's are properly written for this.
- 6.8 Standards Committee Awards
The chair requested nominations for Std. Board Awards, which will be announced in the Standards Bearer. (See attachment T)
- 6.9 Buckley Viewgraphs
Fletcher Buckley has produced a set of viewgraphs presenting the entire standards process with explanations of the various phases. Copies are available from either the sec or chair upon request.
- 7.0 The remaining meeting for 1989 will be:

Monday, Nov. 13
8:00 - 9:30 A.M.
Innisbrook Resort
P.O. Drawer 1088
Tarpoon Springs, Fl. 34688
(North of Tampa)
Single rate: \$91 Double rate: \$106
- 8.0 Motion was for adjournment was made at 9:30 A.M., seconded, and passed.

- 9.0 Additional attachments
- 9.1 Ballot and Attendance Summary (Attachment C).
- 9.2 Current Address List (Attachment Q).
- 9.3 Current EMCS Std. Committee Projects List (Attachment U).

Respectfully Submitted,

H. Stephen Berger
Secretary
EMC Society Std. Committee

ACTION ITEMS
ARISING AT THE
FEBRUARY 18, 1989 EMCS STANDARDS COMMITTEE MEETING

MIN	RESPONSIBLE		COMPLETION DATE
SEC	PERSON	ACTION ITEM	/COMMENTS
4.1	W/G Chair	Revise PAR's for 626, 509.	

ACTION ITEMS
 ARISING AT THE
 MAY 22, 1989 EMCS STANDARDS COMMITTEE MEETING

MIN SEC	RESPONSIBLE PERSON	ACTION ITEM	COMPLETION DATE /COMMENTS
1.2	Sec	Send non-responding members reminders to return reconfirmation.	6/16/89
1.2	Committee	Return reconfirmation ballot.	
1.3	Committee	Review D. Traver's application and send chair comments on qualifications.	
3.1	Huang	Recruit a member of W/G 140 to write definitions required by SC-10.	
3.2	Dr. Sato	Complete coordination w/ C63.	
3.3	Ed Bronaugh	Have 299 put on wp & send to named members for final review.	
3.3	G. Knowles	Have ad hoc committee finalize review by 7/22/89.	
3.4	D. Kerns	Submit PAR for 475 and prepare document for ballot by 9/1/89.	
3.7	J. Osburn	Submit status report for minutes.	
6.4	W/G Chair	Submit W/G report before each std's committee meeting.	
6.5	Chair	Send sympathy note to Mrs. Neubauer.	
6.8	All	Send chair nominations for "Std. Bearer" awards.	