

MINUTES
SDCom
8 June 2000
Hotel Inter-Continental
Montreal

1 Call to Order Berger

2 Introductions and Approval of Agenda Berger

There were 7 members present and 6 members absent. Members present included Stephen Berger, Hugh Denny, Dan Hoolihan, Joe Butler, Don Sweeney, Elya Joffe, and Andy Drozd. Unable to attend were Dave Traver, Don Heirman, Prof. Sato, Dr. Showers, Ed Bronaugh, John Kraemer, and Bill Ritenour. The absent members provided proxies. In addition, there were 3 visitors for a total attendance of 10.

2.1 Membership

Elya Joffe joined the SDCom as a newly elected member.

3 Review and Approval of Minutes of Previous Meeting Denny

There were no corrections or additions to the minutes of the March 23, 2000 meeting in Phoenix. They were approved without change.

4 Status of PARs Berger

The status of the PAR to revise Std-299, which was approved at the Annual Meeting in Seattle in August 2000, is unclear. The Secretary was instructed to contact the Working Group Chair, Dale Svetanoff, to assess the status of this PAR,

5 Potential Work Topics Berger

Topics appropriate for potential new standards were discussed. In addition to those identified at the previous meeting in Phoenix, immunity test method correlation and means for assessing the accuracy and applicability of numerical computational codes were discussed.

A conclusion emerging from the discussion was that the existing process being followed in the development of new EMC standards needs refining. It was suggested that perhaps the delays often encountered by Working Groups arose from a tendency to start the development of new standards prematurely. An alternate approach would be to have a less formal investigation of the topic or area to determine the technical issues involved, the needs of the user community, and to identify the most appropriate type of final document on the basis of the state of the art of the technology and the likelihood of timely completion. It was agreed to try a process by which a formal study could be initiated in a topic area. Normally such a study would report back to the SDCom within 6 months on their findings and recommendations regarding further action for the SDCom in the topic area.

A subcommittee was formed to look into the issue of emerging technologies and other trends that may require the involvement of the SDCom. The subcommittee for technology tracking will report to the SDCom on a regular basis regarding their findings. Dan Hoolihan was appointed subcommittee chair and Elya Joffe was appointed the vice

chair.

6 Standards Review

Denny

STANDARD	STATUS
6.1 Std 139	Current
6.2 Std 140	Decision needed by Oct 2000
6.3 Std 187	PAR to revise submitted
6.4 Std 213	Current
6.5 Std 299	Current. Revision planned
6.6 Std 376	Current
6.7 Std 377	Current
6.8 Std 473	Current*
6.9 P475	Under REVCOM review
6.10 Std 1128	Current
6.11 Std 1140	Current
6.12 Std 1302	Current
6.13 Std 1309	Current ⁺
6.14 P1530	Work in progress
6.15 P1560	Approved by NESCOM

*Elya Joffe recommends that the next revision of 473 include the requirement to obtain waveform information in addition to amplitude and frequency.

⁺Question was asked "Does 1309 need to be expanded to address peak amplitudes of fields in addition to average field intensity?"

7 SDCOM Administration

7.1 Status of Policy and Procedures

Drozd

Andy Drozd reviewed the status of the P&P to note that the changes suggested by Marianne Nielson of IEEE had been incorporated. The P&P is now available on the web site.

7.2 Status of EMCS Standards Web Site

Berger

The web site for the Vice President of Standards is now available. It includes pages for SDCOM, SETCOM and SACCOM. The URL is <http://grouper.ieee.org>.

8 Action Items from March 23 meeting:

- Secretary: Check with Standards Association on notice to WG chair that 1560 was approved. (Completed)
- Berger: Appoint subcommittee chair to identify and evaluate potential new technical topics needing/deserving standards. (Completed)
- Sec: Request electronic copy of Traver's handout on Std 187 revision (Open)
- Traver: specify coordination planned for Std 187 revision project (Completed)

- Committee: provide inputs/suggestions to Traver immediately on changes to 187 update/revision (Completed)
- Sec: Contact all Working Groups to remind them that a report on their WG's activities are required at each SDCOM meeting. (Completed)
- Joffe: Provide comments on revision of 473 (Open)
- Hoeft: provide report on P1530 (completed)
- Secretary to check status of all standards according to IEEE records. Take action on any needing reaffirmation. Query SDCOM members on opinions on any due for reaffirmation. (Completed)

9 New Action Items

- Chair to contact Hoeft on status/progress of 1530 before August meeting. Request briefing to SDCOM at August meeting.
- All – suggest possible “rewards” for timely execution of PARs. (Provide suggestions to Steve Berger.) (Open)

10 The next meeting will be in Washington, DC on August 17.

11 The meeting adjourned at 10:30 a.m.

Approved: August 21, 2000
Hugh W. Denny, Secretary