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MINUTES OF THE IEEE EMCS STANDARDS COMMITTEE

AUGUST 19, 1992
7:30 to 9:00 A.M.
The Anaheim Marriott Hotel
Anaheim, Ca.

MEMBERS PRESENT

Don Heirman, Chairman	Ed Bronaugh
Stephen Berger	Gene Cory
Dan Hoolihan	Dave Traver
Joe Butler	Hugh Denny
Jim Parker	Ralph Showers
Risaburo Sato	Dave Staggs
John Osburn	

MEMBERS ABSENT

Gene Knowles

OTHERS PRESENT

Dheena Moongilan	E. Krog-Jensen
Ralph Justus	Henry Benitez
John Kraemer	Naoki Amano
Paul Ruggera	John Hirvela
Donald Clark	

ADDITIONAL MINUTES DISTRIBUTION

Dheena Moongilan (P1140)	Don Kerns (P475)
Bob Egan (P1190) (P1128)	Anatoly Tsaliovich

Janet O'Neil (EMCS BoD)
Dick Schulz (P299)
Al Gross (H-field Testing)
Bob Hofmann (EMCS Pres)

Poul Anderson (VT liaison)
John Kraemer (P1309)
Luigi Napoli (IEEE)

MINUTES

- 1.0 Call to Order - The chairman opened the meeting at 8:00 A.M. and welcomed the attenders to the meeting. (See attachment A - Agenda, attachment B - Board Report)
- 1.1 Agenda review & additions to Agenda - There were no additions to the agenda.
- 1.2 The Chair announced the resignation of Leonard Thomas from the committee due to his inability to actively participate in the work of the committee (Attachment C - Letters on participation).

Dr. Showers expressed interest in continuing membership, albeit his schedule made it difficult to meet the attendance requirement. However, he was able to make this meeting and the November meeting. As such will qualify for 1992-1993 participation.

Gene Knowles has retired and has been unable to attend and hence will be placed on the inactive membership list. The committee expressed its appreciation for Mr. Knowles' and Thomas' long and distinguished service to the committee and

- A.I. our discipline. G. Cory offered to write a letter to Mr. Knowles and Thomas expressing these sentiments.

- 1.3 The Chair. asked J. Osburn and D. Traver to report on the status of their efforts to acquire reports from the various W/G. The report was that there had been little success in getting these reports. D. Traver said that he should have more time to devote to it in about two weeks and was hopeful of better results.

The Chair. announced that the Stds. Board had established an audit committee. This committee had audited about half of the SCC's and would begin with the Societies next. Hence, it is increasingly important to assure that the documentation of our Society's standards activities is in order. The one page meeting update is an absolute requirement from each W/G chairman to continue their chairmanship.

- 2.0 Review of Minutes of the Last Meeting - The minutes of the May 12, 1992 meeting were reviewed.

The following corrections were made:

(Pg. 3) - Para. 3.2 attachment H needs two letters from D. Heirman.

(Pg. 3) - Para. 3.2 "Michelle" should be "Michele".

(Pg. 4) - Para. 3.3 "open" should be "opened" in the 2nd sentence.

(Pg. 4) - Para. 3.5 "should" should be "showed"

With these changes the minutes of the May 12, 1992 meeting were approved.

3.0 Review of Standards Activities

3.1 Standard 139 - The Sec. reported on the status of the reaffirmation ballot. At the time of the meeting there were 2 negative votes. One suggested waiting for FCC Docket 91-329 and then review the standard for conformity to that docket. The second suggested the need for updating the references. The Chair. believed that with reaffirmation all standards are reformatted into the current style and references updated and that it is inappropriate to wait for the deliberations of the

A.I. FCC which may take years. He took the action item to confirm this. R. Showers believed that the correct docket number is 91-313. In any case he understood that this docket would have no real bearing on this standard. E. Bronaugh suggested that the committee should reaffirm this standard and then reopen it if needed once the FCC issued their document. After further discussion D. Hoolihan changed his negative vote to affirmative in light of the Chairman's action item.

3.2 Standard 213 - The Sec. reported on the status of the reaffirmation ballot. At the time of the meeting there were 7 ballots returned, 6 affirmative and 1 abstention. The ballot close date was August 19, 1992.

3.3 Standard 299 - The Chair. announced that John Dayer of Georgia Tech. will be serving as the recording secretary for this W/G. D. Schulz and H. Denny will serve as co-chairs.

A.I. A PAR is due from H. Denny in mid-October.

3.4 Standard 376 - The Sec. reported on the status of the reaffirmation ballot. At the time of the meeting there were 7 ballots returned, 6 affirmative and 1 abstention. The ballot close date was August 19, 1992.

Some discussion occurred as to the continued need for this standard. The consensus was that although the standard is old it still served a purpose to the discipline.

3.5 Standard 473 - The Chair. read a letter from the Stds. Board calling for a review of this standard (Attachment D). The Chair. called for a volunteer to chair a W/G to update this

A.I. document. If there is no volunteer to update is standards it will be withdrawn.

3.6 Standard 475 - The Chair. reported that the PAR submitted for this project had been approved on June 18, 1992 (Attachment E). He called for volunteers to work with Don Kerns on this W/G.

3.7 Standard P482 - The Chair reported that a new PAR had been approved at the June 18 NESCOM meeting (Attachment F).

J. Parker reported on the W/G's August 17 meeting. Four members of the IEC W/G were at the meeting. Approximately 12 alternate methods were discussed. 4 of the 12 are actively being considered. Volunteers have been identified to do some testing in support of this project. NIST has prepared a document of test standards for this arena (Attachment G).

R. Moore, consultant, has been named as secretary for the W/G.

R. Showers asked if the W/G was intending to write a recommended practice. He requested that the IEC procedure be written into the document. J. Parker responded that the direction being followed was more of a roadmap to selection of applicable procedures for measurements.

3.8 Standard P1128 - The Chair reviewed the W/G minutes. A new PAR has been submitted and will be considered at the September 7 NESCOM meeting. The primary purpose of the PAR was to raise the upper frequency of the project. A technical editor at the Stds Office has pre-reviewed the current draft and forwarded those comments to the W/G chair. and Bob Hofmann.

[NOTE: the IEEE Style Guide has been changed, adopting IEC style for reasons of internationalization.]

3.9 Standard P1140 - The Sec reported that the recirculation without Appendix D of the current ballot (Draft 9) had 16 responses out of 40 with 13 approving and 3 negative votes. D. Moongilan reported that 1 of the negative votes was easily resolved. 2 other negative votes are more difficult. He will call the individuals involved and try and resolved the issues raised. (See Attachment H - W/G report)

The Chair. announced that like P1128 the Stds. Office technical editor has pre-reviewed the P1140 draft and forwarded comments to the W/G chair. and Stephen Berger.

R. Showers asked why the magnetic dipole strength was not

being measured? D. Moongilan responded that the project was attempting to coordinate with the Swedish MPR as much as possible. The Chair. offered that when CISPR Pub. 16 puts in the Van Veen loop it may be time to update this project.

3.10 Standard P1190 - The Chair. requested the W/G chair forward a A.I. report to the Sec. for inclusion in the minutes of this meeting.

3.11 Standard P1302 The Chair announced that a new PAR had been approved for this project. H. Denny reviewed the letter approving the PAR for the committee.

3.12 Standard P1309 - The Chair reviewed the W/G report form J. Kraemer on the W/G's August 17 meeting (Attachment I). He noted that B. Hunter, consultant, is serving as Sec for the W/G and P. Sucora, Electro-Metrics, will serve as vice-chair.

A draft scope and outline will be prepared by January 1993. At that point writing assignments will be given to the W/G members. The next W/G meeting will be held in late January 1993.

4.0 New Business

4.1 PAR PXXXX for Measuring Magnetic Fields - The Chair briefly discussed the intent of this project. Currently this topic is on hold pending a qualified volunteer coming forward to head a W/G. If this support and an approved PAR are not available by early 1993, the reference to this project in our minutes and BoD report will be dropped.

5.0 Old Business

5.1 Review of MUG, mailing addresses, ballot/attendance participation - In the interest of time the current address list was passed around with members being asked to note any changes.

5.2 Action Items from Previous meetings - A review of the open action items followed and is resulted in the following:

NOVEMBER 15, 1991 EMCS STDS COM MEETING ACTION ITEMS

3.4 Tsaliovich Send chair revised PAR for 1128 CLOSED
reflecting new scope.

FEBRUARY 12, 1991 EMCS STDS COM MEETING ACTION ITEMS

3.2 Cory Send W/G mtg. minutes to W/G Continued

chair.

- | | | | | |
|-----|-----------------|---|-------------------------------------|-------------|
| 3.4 | Hofmann | Generate PAR on new form for 1128 | Closed | |
| 3.5 | Sec. | Send letter to probe manufacturers inviting their participation on P1140. | Open | - Due 10/92 |
| 3.6 | Sec | Ask W/G Chair to appoint a W/G Sec | ~1/2 complete | |
| 3.6 | Egan | Appoint W/G Sec & send full membership list to Sec. | J. Osburn to FU | |
| 5.1 | W/G
Chairmen | Send sec. current membership of W/G with MUG factors. | Chair/Sec mailing | to |
| 5.2 | W/G
Chairmen | Consider preparing a Newsletter article on W/G project and how others can get involved. | Chair asked J. Kraemer to consider. | |

MAY 12, 1991 EMCS STDS COM MEETING ACTION ITEMS

- | | | | | |
|-------|------------------|--|----------------|---------------|
| 2.0 | Sec | Sign Std's Office copy of minutes | Closed | |
| 3.0 | W/G
Chairmen | Submit report for minutes. | Continued Open | Osburn/Traver |
| AI | | | | |
| 3.0.1 | G. Knowles | Submit name of proposed replacement on W/G. | Closed | |
| 3.0.1 | Knowles | Submit PAR for 299. | Open | - Due 10/92 |
| | Schulz & W/G Sec | | | |
| 3.0.1 | Sec | Mail new 299 PAR to committee for review. | Open | - Due 10/92 |
| 3.0.1 | Sec | Write W. Kesselman re. 299/MIL STD | Open | - Due 10/92 |
| 3.1 | Sec | Write Sec. Dev. Trade Org. to document contact re. P475. | Open | - Due 10/92 |
| 3.2 | Chair | Clarify instruction for PAR form items 9 & 10. | Closed | |
| 3.5 | Sec | Recirculate P1140 if current recirc. fails. | Closed | |

- 3.6 Sec Contact Chair of W/G P1190 for Open - Due
10/92 plans for year.
- 3.7 Kraemer Send definition of "Probe" & Closed - in PAR
"Sensor" to Chair
- 4.1 Sec Develop list - "PARKing Lot" Closed
- 4.2.1 Kraemer Write manuf. inviting part. Open - Due
10/92
- 4.2.1 Sec Article w/ current stds status Open - Due 10/92
- 5.1 Sec Write letter on active Std Com Closed
participation.
- 5.3 Osburn Secure W/G reports and other Open - Due
10/92 details.
- 5.5 Butler Develop P&P guide for EMCS Open - Due
11/92
Staggs Std Committee.
- 5.8 Committee Submit further awards nominations Closed
to G. Cory.
- 5.3 Compendium of EMC Standards - E. Bronaugh reported that the
compendium was out and selling for \$110 to non-members and
\$80 to IEEE members.
- 5.4 Policy & Procedures Guide - J. Butler passed out a draft
document (Attachment J). The Chair thanked Joe for his
efforts and quick response on this effort. The committee
members are requested to review this document.
Implementation of the entire document (Most items are in
place already) is 1 January 1993 if no comments are received.
- 5.5 Standards Medallion for 1993 - G. Cory reviewed the awards
for last year and this year. For 1993 Dr. Sato and Stephen
Berger have been nominated. Nominations are still open.
- 6.0 New Business
- 6.1 New Letter Ballot Scanner - The Stds. Office now has a form
which allows for ballots to be electronically scanned and
processed (Attachment K - Sample ballot).
- 6.2 Quarterly Status Corrections - The Sec. was asked to review
A.I. and correct as needed the new quarterly status report.

- 6.3 New Standards Submittal Kit - The Chair announced that a new standards developers kit is available from the Stds. Office.
- A.I. All W/G chairmen, vice-chairmen and secretaries should order a copy.
- 6.4 TAB Request - The Chair reported that he had received a survey of standards activities from TAB. Due to the requested response requested he had filled out the survey and returned it for the committee.
- 7.0 Next Meeting - The next meeting of this committee will be held on Tuesday November 10, 1992 from 2:00 to 4:00 P.M. at the Atlanta Marriott Marquis in Atlanta, Ga. That week will have the BoD meeting on Monday and Tuesday and ANSI C63 and its subcommittees 1 and 5 meeting Wednesday and Thursday, at the same location. In addition EIA/C63 will be holding a workshop on FCC matters on Thursday P.M. and Friday A.M. at the same location.
- 8.0 Adjournment - The meeting adjourned at 9:00 A.M.

Respectfully Submitted,

H. Stephen Berger
Secretary,
EMC Society Standards Committee

ADDITIONAL ATTACHMENTS:

- Attachment L - Address List
Attachment M - Ballot/Attendance Summary

ARISING AT THE
FEBRUARY 12, 1992 EMCS STANDARDS COMMITTEE MEETING

3.2	Cory	Send W/G mtg. minutes to W/G chair.	Continued
3.5	Sec.	Send letter to probe manufacturers inviting their participation on P1140.	Open - Due 10/92
3.6	Sec	Ask W/G Chair to appoint a W/G Sec	~1/2 complete
3.6	Egan	Appoint W/G Sec & send full membership list to Sec.	J. Osburn to FU
5.1	W/G Chairmen	Send sec. current membership of W/G with MUG factors.	Chair/Sec to mailing
5.2	W/G Chairmen	Consider preparing a Newsletter article on W/G project and how others can get involved.	Chair asked J. Kraemer to consider.

MAY 12, 1992 EMCS STANDARDS COMMITTEE MEETING

3.0	W/G Chairmen	Submit report for minutes.	Continued Open
3.0.1	Knowles Schulz & W/G Sec	Submit PAR for 299.	Open - Due 10/92
3.0.1	Sec	Mail new 299 PAR to committee for review.	Open - Due 10/92
3.0.1	Sec	Write W. Kesselman re. 299/MIL STD	Open - Due 10/92
3.1	Sec	Write Sec. Dev. Trade Org. to document contact re. P475.	Open - Due 10/92
3.6	Sec	Contact Chair of W/G P1190 for plans for year.	Open - Due 10/92
4.2.1	Kraemer	Write manuf. inviting part.	Open - Due 10/92

4.2.1	Sec	Article w/ current stds status	Open	-	Due 10/92
5.3	Osburn	Secure W/G reports and other details.	Open	-	Due 10/92
5.8	Committee	Submit further awards nominations to G. Cory.	Ongoing		

ARISING AT THE

AUGUST 19, 1991 EMCS STANDARDS COMMITTEE MEETING

1.2 10/92	G. Cory	Write letter of appreciation to L. Thomas for service to committee.	Open	-	Due
3.1	Chair	Confirm that w/ reaffirmation of Std. ref's are updated.	Open	-	Due 10/92
3.3	Denny	Write PAR for 299.	Open	-	Due 10/92
3.5 10/92	Committee	W/G Chair needed for Std. 473	Open	-	Due
3.9 10/92	Moongilan	Try to resolve neg. votes.	Open	-	Due
3.10 10/92	Egan	Send Sec. W/G report for min.	Open	-	Due
5.4 10/92	Committee	Review P&P draft & send comments to Sec.	Open	-	Due
6.2	Sec	Review and correct Qrt. Report	Closed		
6.3 11/92	All W/G	Obtain new Submittal Kit from	Open	-	Due