

CHAIRMAN'S NOTE: The minutes are 10 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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January 18, 1990

MINUTES OF THE IEEE EMCS STDS COMMITTEE

NOVEMBER 13, 1989
8:00 TO 9:30 A.M.
INNISBROOK RESORT HOTEL
TARPON SPRINGS, FLORIDA

MEMBERS PRESENT

Don Heirman, Chairman
Ed Bronaugh
Dan Hoolihan

Stephen Berger, Secretary
Hugh Denny

MEMBERS ABSENT

Ed Skomal
Daniel Weinberg
Glen Dash
Risaburo Sato
Jim Parker

Leonard Thomas, Sr.
Art Wall
Ralph Showers
W.E. Cory
Eugene Knowles

OTHERS PRESENT

Dave Traver

ADDITIONAL MINUTES DISTRIBUTION

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

George Kunkel (P509)
David Staggs (P1190)
Anatoly Tsaliovich (P1128)

Don Kerns (P475)
John Osburn (P626)
Dheena Moongilan (P1140)

OTHERS:

Poul Anderson (VTS liaison)
Terry deCourcelle (Sec., NESCOM)

Don Clark (Pres. EMCS)
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 chair. presented the application of Dave Traver to the committee. The committee voted unanimously to accept Mr. Traver onto the committee as a balloting member.
- 1.2 The sec. reviewed the final results of the reconfirmation ballot for the EMCS standards committee. Four members, D. Weinberg, G. Dash, E. Skomal and S. Gentile have resigned from the committee.

The chair. requested that the secretary send the reconfirmation ballot for 1990 soon. He suggested that one reminder be sent. If no response is received to the ballot and reminder by February 1990 the member will be assumed to be resigning from the committee. (See attachment C for latest Ballot and Attendance summary.)

A discussion followed of the need to replace these former members and the qualifications for membership on the EMCS Standards Committee. It was suggested that the first qualification for membership be active participation as a member of a standards working group or in standards related activity at the Institute level.

Ed Bronaugh suggested an applicant really needed to have been a working group chairman to really see and appreciate the standards process. Hugh Denny suggested that applicants supply a letter of support from their management. The Sec. was asked to prepare a sample letter to management citing the need for the applicant to be at one of the four annual meetings, to have time allotted in his schedule for review of drafts and other committee tasks and to have support for mailing and reproduction requirements. Hugh Denny further suggested a letter of support from a present standards committee member be supplied.

- 2.0 The minutes of the May 22, 1989, meeting were reviewed. Paragraph 3.1 and the action item list was corrected from SC-10 to SCC 10. 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 P140 was stalled for lack of

definitions. The only term which was not defined either in IEEE Std. 100 or the body of the document was "Poulsen Arc".

Ed. Bronaugh offered to do some research and supply the Sec. of an explanation of this term. The international use of IEEE standards makes accurate definition of terms critical. All future PAR's should show SCC 10 for coordination to assure that all terms are clearly defined.

3.2 P187

The secretary reported that the W/G had responded to the coordination responses. Most but not all of the responses were incorporated in the draft. Of those not incorporated most were editorial in nature. However, one issued remained and that was whether the normative OATS separation distance would be 3 or 10 meters. The chair suggested caution on this point noting that the 10 meter site was the developing standard, not the 3 meter site suggested by the W/G. (The 3 m site was the standard in the original document.) The chair requested that the sec. and D. Traver complete the submittal by Dec. 15, 1989 and use the 3 meter distance. The next REVCOM meeting is in February 1990.

3.3 P299

The sec. reviewed the report send by G. Knowles (See attachment D). An updated draft had been mailed by Sue Vogel to a list provided by Gene Knowles. There was some discussion of the need for a tutorial, which would be placed as an appendix to the standard. This consensus repeated a similar discussion from the last meeting. Ed Bronaugh commented that it is important that while an appendix may hold the tutorial material, the test method or methods must be in the body of the standard. The chair noted his agreement.

The committee voiced their appreciation for the large effort expended by Gene Knowles to further this standard.

The chair reported that multiple bodies need this standard. It is getting to be an extreme embarrassment to the committee that it is still in the W/G. The Chair reported that Mr. Coufield, of the US Army CECOM, had told him that if the draft was not balloted and sent to REVCOM for the February 1990 meeting then it would not meet the timetable as a replacement of MIL STD 285. MIL STD 285 would then be revised independently. The chair then repeated his request that all of the ad hoc committee send in their comments by the end of December. He said that he personally would have the goal of commenting by December 15. The chair said that he would contact the ad hoc committee 2 or 3 weeks into December concerning their comments. (The adhoc committee is

comprised of G. Knowles, E. Bronaugh, H. Denny and D. Heirman.)

3.4 475

The sec. reported that no report had been received from this W/G. The chair renewed his statement that a PAR for revision or reaffirmation was needed from Don Kerns as soon as possible.

E. Bronaugh reported that the FCC lab was working on a project on a procedure for measuring intrusion detection systems. Art Wall was involved. E. Bronaugh was asked to contact Art for inputs. It appears that a revision is required and hence a new PAR must be prepared by D. Kerns.

3.5 P478/482

Jim Parker apologized for not having a report ready due to personal time pressures. A report will be submitted for the next meeting (February 21, 1990).

3.6 P509

This project will be incorporated into P478 and will use the P478 designation. A revised PAR is needed; a PAR to drop P478 is also needed from the W/G chairman. (See attachment E - correspondence from G. Kunkel)

3.7 P626

No report was available for this meeting. The chair requested that the W/G chairman submit a report for the minutes. As several meetings have gone by with no input from this W/G the question was raised as to whether the W/G is still truly active. The chair suggested that the project may need to be dropped. It may not be possible to compose a document which is sufficiently applicable to be helpful industry wide. E. Bronaugh further commented that this project has been underway for some time and every succeeding W/G chairman seems to hit the same problems. If it was truly important to industry then there would have been sufficient people and effort to have completed the project. The chair concurred. The chair stated that he would call the W/G chair by the end of the year and discuss the viability of this W/G.

3.8 P1128

The W/G chairman reported that 2 meetings had been planned between May 1989, at the Denver IEEE Symposium and the November EMCS Std. Committee meeting. However, due to travel restrictions these meetings had not occurred. Therefore, the target of having a draft by December of 1989 would be missed. The chair suggested that a draft was still needed as soon as possible. An updated schedule is expected from A. Tsaliovich in the W/G report form.

3.9 P1140

The chair reported that R. Tell, the W/G chairman had resigned due to business pressures. A new W/G chairman had been located. He is Dheena Moongilan of AT&T Bell Labs (See attachment F - W/G report). He and Ron Peterson will be contacting the committee to ascertain their continuing interest and soliciting others to be involved. The W/G will be reorganized in the hope of speeding the completion of this effort.

Ed Bronaugh has sent a letter in which he expresses the opinion that the lower frequency limit for this effort should be 20 Hz and not the 3 KHz it is presently set at. The chair reminded Ed that the PAR had to be changed to allow this extension. (See attachment G - Ed's letter and other correspondence regarding the scope of this effort.)

3.10 P1190

E. Bronaugh brought a report from the W/G chairman regarding the meeting which had been held May 25, 1989 (See attachment H - letter for W/G chairman & his report).

4.0 New Standards/Standards Coordination

4.1 Supervision of Standards by the TC's

The chair requested that the secretary write the chairmen of the various TC's asking them for suggestions of areas needing new standards. The TC's are also being asked to help in completing the present standards efforts. Particular note was made of the need for TC-4 to be involved with deciding the future of P626.

4.2 TC-1 & EMC Symbols

The secretary was asked to contact TC-2 and find out if they were accepting responsibility for the EMC Symbols project and moving forward with it.

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

There was a brief review of the outstanding action items. See the attached action item lists for items which are still open.

5.3 W/G Reports

The secretary was asked to send the W/G chairmen a copy of a completed W/G report form and floppy disc with the form on file.

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 needs requests for the 1990 budget by the end of the year.

6.2 Standards Board Quarterly Report (October 1989)

The chair noted that the last report has the EMC Society as sponsor for C12. He requested that the secretary contact the standards office and have them correct this. The EMC Society is only on coordination for this standard. (See attachment I - Quarterly report & attachment J - secretary's letter)

6.3 Response to P539-D9A-1989.

Ed Bronaugh has responded in detail.

7.0 The meetings for 1990 will be:

Wednesday February 21, 1990
8:00 - 10:00 A.M.
DFW Airport Marriott Hotel
Dallas, Tx.

9.0 Additional attachments

9.1 Ballot and Attendance Summary (Attachment C).

9.2 Current Address List (Attachment K).

9.3 Current EMCS Std. Committee Projects List (Attachment L).

Respectfully Submitted,

H. Stephen Berger
Secretary
EMC Society Std. Committee

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

MIN SEC	RESPONSIBLE PERSON	ACTION ITEM	COMPLETION DATE /COMMENTS
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.	

ACTION ITEMS
 ARISING AT THE
 NOVEMBER 29, 1989 EMCS STANDARDS COMMITTEE MEETING

MIN SEC	RESPONSIBLE PERSON	ACTION ITEM	COMPLETION DATE /COMMENTS
1.2	Sec	Send 1990 reconfirmation ballots.	12/89
1.2	Committee	Return reconfirmation ballot.	01/90
1.2	Sec	Write form letter to management of perspective Std. Committee member detailing responsibilities and need for support.	
3.0	W/G Chairmen	Submit report for minutes.	
3.1	E. Bronaugh	Research definition of "Poulsen Arc".	01/90
3.2	Sec	Complete submission of P187 by D. Traver 12/15/89.	
3.4	D. Kerns	Ballot P475 for reaffirmation or submit new PAR.	
3.4	E. Bronaugh	Contact Art Wall for inputs regarding need for revision of P475.	
3.5	J. Parker	W/G report for 2/21/90 meeting.	
3.6	J. Parker	New PAR's needed for P478 & P509.	
3.7	Chair	Call P626 W/G chair and discuss future of W/G.	
3.9	D. Moongilan	Contact W/G members to ascertain their continuing interest.	
4.1	Sec	Write TC chairmen and request input on new areas needing standards.	
4.2	Sec	Contact TC-1 concerning sponsorship of EMC Symbols project.	

5.3	Sec	Send example W/G report form to W/G chairmen.	01/90
6.2	Sec	Correct error on sponsorship of C12.	01/90