

# IEEE, IAS Electrical Safety Committee (ESC)

## Executive Subcommittee Meeting Minutes

12:00 PM EST, March 6, 2016

2016 ESW, Jacksonville, FL

1. Call to order  
Attendance – See Appendix A
2. Review of Agenda  
Approved as amended (Subcommittee Reports added as an agenda item)
3. Approval of Minutes from January 11, 2016  
Approved
4. Business arising from the January 11, 2016 meeting
  - a) ESC Bylaws and Operating Manual – Steve Wilson – The following motions to amend the ESC bylaws will be presented to the full ESC
    - o Amendment to clarify ESC Membership requirements will be clarified
    - o Amendment to add 11 additional Subcommittees
    - o Amendment to permit flexibility in Subcommittee Structure
  - b) Paper Review SC to investigate and propose methods to increase number of paper reviewers, including increased participation by Executive SC, and to ensure reviews are “quality” reviews – Dan Doan
    - o Item complete – Dan Doan to present topic to full committee
  - c) Raise the visibility of Hospitality Suites – Frank Tyler
    - o Item complete
  - d) Investigate financial options to incentivize local attendance – Steve Wilson
    - o Item complete – Local attendance will not be incentivized financially.
  - e) Requirements for meeting time and space in Jacksonville – Steve Wilson
    - o Item complete
  - f) Volunteers at information booth at registration and during the Exhibition – Steve Wilson
    - o Item complete
  - g) 2018 ESW Chair – Steve Wilson
    - o A short list of candidates has been developed by the A&N Subcommittee. Steve Wilson will approach each candidate.
  - h) 2018 ESW location – Steve Wilson
    - o Waiting until after ESW to select location for 2018
5. Report from A & N Subcommittee, including motions for amendment to bylaws – Steve Wilson – See agenda item 4(a)

6. Discussion on ESW Scheduling – Steve Wilson
  - Item complete – The ESC executive subcommittee will continue to meet on Sunday
7. Tutorials - Should tutorials not have time exclusivity – Steve Wilson
  - Item complete – Tutorials will be scheduled in accordance with the requirements in the operating manual
8. Subcommittee reports
  - See attachments for those Subcommittees that provided a written report
  - The following Subcommittees provided a brief oral report: Historical and Records; International; Occupational Health and Safety; Product and Services Development; Publications; Publicity
  - The following Subcommittee did not provide a report: Government, Regulators, Inspectors & Labs
9. Other business
  - Report by Lanny Floyd on IAS Webinars and online Tutorials incorporated into agenda item 8
10. Next meeting
  - Likely the first week of June. Members will be polled to identify a date and time.
11. Meeting adjourned at 5:01 PM.

## Appendix A – Attendance

Name		Attended
Bugaris	Rachel	Yes
Doan	Daniel	Yes
Doherty	Mike	Yes
Domitrovich	Thomas	Yes
Floyd	Lanny	Yes
Fontaine	Michael	Regrets
Graves	Rene	Yes
Hill	Dennis	Yes
Hoagland	Hugh	Yes
Liggett	Danny	Regrets
Majd	Afshin	Yes
Mohla	Daleep	Yes
Neitzel	Dennis	Yes
Pace	David	Yes
Pruitt	Irozenell	Yes
Roberts	Daniel	Yes
Saporita	Vince	Yes
Seaver	Scott	Yes
Smith	Arthur	Yes
Sullivan	Paul	Yes
Tyler	Frank	Yes
White	Ken	Yes
Wilson	Stephen	Yes