

**IEEE SUBCOMMITTEE ON QUALIFICATION  
IEEE/NPEC/SC 2 Meeting 16-2**

Sheraton Clearwater Beach  
Clearwater Beach, FL

**ADCOM MEETING AGENDA  
Coquina Room/3<sup>rd</sup> Floor  
Sunday, November 6, 2016: 3:00 pm to 6:00 pm**

**A. BUSINESS**

1. **Call to order** *E. Mohtashemi*
  
2. **Introductions, Approval of Agenda** *E. Mohtashemi*
  - 2.1 Quorum Roll Call  

Quorum met with 10 members in attendance
  - 2.2 Identification of Guests
  - 2.3 Approval of ADCOM Agenda and General Remarks  

Agenda was presented discussed. A motion to approve was made by Suresh Channarasappa and 2<sup>nd</sup> by Marie Nemier and carried.
  
3. **Secretary's Report** *J. Cornelius*
  - 3.1 Approval of Previous ADCOM Meeting Minutes (SC2/16-1)  

Previous minutes were discussed. A motion to approve was made by Marie Nemier and 2<sup>nd</sup> by Robert Francis and carried.
  - 3.2 Status of Action Items  

Action item of investigating the use of PayPal for meeting fees was investigated by Rebecca Steinman and Malia Zaman but has not been resolved. Awaiting follow-up by IEEE staff.
  - 3.3 Report of SC 2 Financial Status/Alligator Fund  
SC-2 Meeting Fee - \$50 for this meeting.  

A contract has been established for the 17-1 meeting in San Diego for April 29<sup>th</sup> meeting. Much discussion took about the future meetings and financial obligations and contracts and there will be some off line discussions with a group of past chairs, to ensure the maximum balance that the SC-2 should maintain as well as the possibilities of working with hotel chains for minimized risks to IEEE and the sub-committee personnel. At this time the meeting fee will stay at \$50-
  
4. **Chairman's Report** *E. Mohtashemi*
  - 4.1 Review SC-2 Meeting Agenda  

This agenda has been circulated and will be approved in the General meeting

#### 4.2 17-1 Agenda

An awards presentation for Past Chairs is in the works. The appreciation/acknowledgment plaques are not quite as desired and will be ready by 17-1. Coordination with the recipients, this may take place at 17-1 or 17-2.

A. Any changes for 17-1.

i. IEEE 334 need to determine when start (Dec 2022)

Std 334 expires Dec 2022 No reported activity.

Std. 382 is on task and will have a PAR ready to present in Feb to SC-2 for review.

B. Sponsor for Lunch

A request for a lunch sponsor was made for the 17-1 meeting. Possible sponsors are Clark Testing, RSCC, TE Connectivity and Qualtech NP. This would reduce the burden for any single company to about \$600 to \$800

It was also recommended that there be more recognition for meeting sponsors so their companies can recognize that their contributions financially and of the volunteers are appreciated and valued.

\*\*\*A motion was made by John White and 2<sup>nd</sup> by Jim Parello and carried to have Marie Nemier identify and determine what would be appropriate.

C. Presentations: Security, Digital I&C, Subsequent Life Extension, etc.

Possible presentations include:

Marie Nemier on “Undeclared Digital Content” and Tom Koshy on “Cyber Security”

Chair to check with NPEC for support or presentation since this is related to SC-6

#### 4.3 Summary of NPEC Meeting (N16-2)

Some discussions and actions regarding terminology took place.

Mark Bowman is continuing to help coordinate and identify and facilitate possible awards that we can pursue.

Web Site improvement continues.

#### 4.4 Web Site Updates

A. WG Rosters: Should Try to Update All WG Rosters – Form for WG members

### 5. **Vice-Chairman’s Report**

*E. Mohtashemi*

5.1 Awards – Need One For Fred Roy

5.2 Location of Next 2 meetings

A. 17-1: April 30<sup>th</sup>, San Diego

This is scheduled and fixed.

B. 17-2: Around Week of November 6<sup>th</sup> – Where?

This will be discussed and researched with past chairs and input with other IEEE committees. We do not want obligations for attendance that put us at risk and may need to consider smaller Hotels that are still close to cities that offer convenient airport access.

C. Future International? Maybe Just WG Meeting with No Votes

## B. DISCUSSIONS AND UPDATES

1. SC 2 Membership/Corresponding Membership *R. Konnik*

A. Review 2016 list: Any Changes?

B. Use of web meetings to get more international participation.

C. International working group meetings – Not likely to get a quorum, but may be able to still have a meeting and get input.

D. Update on Bio Book – Rebecca has done a great job: Any changes needed?

Anyone that has not contributed to the Bio book should and can submit the form and photo to Rebecca Steinman at any time for the next update.

Discussion on moving members to corresponding members.

None

Discussion on corresponding members to become members again:

None

Discussion on removal of corresponding members:

None

Discussion on new members:

1. Any candidates?

Melanie Brown has been added as a corresponding member - she is an active WG member with 344.

2. Liaison Positions *R. Konnik*

A. ICC Liaison – Art Maldonado

B. IEEE/ASME NQA-1 Liaison - **Open Position**

C. ASME Liaison - **Open Position**

3. IEC/IEEE Dual Logo *J. White*

- a. IEC October 12-21<sup>st</sup> 2017 Meeting in Shanghai, China – Opportunity to have Liaison WG meetings

- 4. Procedures – Need Updating: Volunteer?

P and P will be addressed as the NPEC finalizes the work that they are presently doing with theirs. There are templates available within IEEE and some items are not negotiable. Other areas are flexible.

- 5. Projectors – Eric Rasmussen bringing one.

### **C. Working Group Reports / Status of PARS and Previews**

All committees should be looking for a vice chair if you do not already have one. Need to make sure we have a backup and train next generation of chairs.

- 1. SC 2.1: IEEE Std. 323 (Electric Equip EQ)

*J. White*

*Nothing to report...working on white paper*

*Conditioning monitoring efforts are focusing on a plan going forward with Kjell Spång*

- 2. SC 2.2: IEEE Std. 334 (Motors)

*B. Newell / J. Dean*

*Nothing to report*

- 3. SC 2.3: IEEE Std. 382 (Valve Operators)

*E. Mohtashemi*

*Preparing a PAR for Feb 2017*

- 4. SC 2.4: IEEE Std. 383 (Cables)

*R. Konnik*

*White paper in process*

- 5. SC 2.5: IEEE Std. 344 (Seismic)

*J. Parelo*

*There are 5 areas for possible discussion. A white paper is in process,*

*A PAR had been prepared for Dual Logo IEC/IEEE work but is waiting on IEC activity/response.*

*John will contact Gary Johnson*

*There will possibly be a co-agendum created to add clarification to the standard.*

- 6. SC 2.6: C37.98 (Relays Seismic Qual)

*M. Nemier / S. Channarasappa*

*No Activity*

- 7. SC 2.10: IEEE P-627 (Overall EQ)

*R. Steinman*

*May Meet tomorrow 6/7/2016 for STD work*

- 8. SC 2.11: IEEE Std. 572 (Connectors)

*G. Elam*

*A Par will be distributed for review and comment. Preview will be at SC-2 in 17-1 and is scheduled for the 17-2 NPEC agenda.*

- 9. SC 2.13: IEEE Std. 650 (Battery Chargers)

*D. Dellinger*

*Pending Dennis Dellinger participation in the future.*

- 10. SC 2.14: IEEE Std 649 (Motor Control Centers)

*R. Francis*

*Forming a discussion group to create a PAR for minor updates.*

11. SC 2.15: IEEE P-1682 (FO Cable Qual) J. Pirrong

*Meet Tuesday 6/8/2016*

12. SC 2.16 EMI/EMC S. Channarasappa

*Meet Tuesday 6/8/2016 for STD work*

13. Conformity Assessment Committee J. Cornelius

*Will meet on Monday. The first official audit for a Lab has been delayed until the first part of 2017. Much progress has been made and the group is very active in creating the scheme. Presentation will be given at EQ Technical meeting.*

#### **D. WRAP-UP**

1. Old Business
2. New Business
3. Next Meeting
4. Adjournment

*The meeting adjourned at approx. 6:15 pm.*