

MEETING Minutes				Chapter Officers			
Meeting Type:	Technical Presentation			Chairperson:	Doug Parker	doug.parker@adtran.com	
Subject:	Improving Reproducibility in ESD Testing			Co-chairperson:	Jeff Whitmire	jeff.whitmire@adtran.com	
Date:	20 Nov. 2008				Treasurer:	Jim Stone	James.A.Stone@us.ul.com
Location:	ADTRAN			Secretary:	Jack McFadden	jack.mcfadden@wyle.com	
Champion:	Doug Parker						
Attendees:							
IEEE Members:	22	Guests:	14	Students:	0	Total	36
Minutes recorded by J. McFadden							
Meeting Agenda:							
<ol style="list-style-type: none"> 1. Social/Meal/Sign-In 2. Sponsor Remarks 3. Chapter Business 4. Technical Presentation 5. Question/Answer Session 6. Adjourn 							
Meal Sponsor :		Doug Parker		IEEE, HSV EMC Society Chapter			
Technical Presenter:		Dr. Stephan Frei		Society Distinguished Lecturer			
Discussion							
Item 1; The meeting was chaired by Doug Parker. He welcomed everyone and requested they sign-in.							
Item 2; The meal sponsor was the Chapter. Doug Parker spoke briefly							
Item 3; Chapter business was championed by Doug Parker. The information included chapter finances, upcoming events, sponsorship and volunteer opportunities for the meetings participates							
Item 4; Technical presentations, <i>Improving Reproducibility in ESD Testing</i> Dr. Frei presented information to the attendees to address variability within ESD Simulators, Test Techniques and provided data from the ESD experiments he conducted. He also gave a brief summary on the update to the ESD Standard ISO 10605 and the rationale behind the changes.							
Item 5; Dr. Stephan Frei answered questions from the attendees and made himself available after the meeting to discuss questions in an "one on one" format.							
Item 6; Doug Parker adjourned the meeting at approximately 8:30 pm.							
Action Item List							
Champion Name	Description	Initial Due Date	Status	Close Date			
All	Brainstorm ideas to promote EMC awareness and utilize the Society's resources in a positive manner	none	In-Process				

TBD = to be determined