Meeting called to order at 2:07 PM CDST
Adjoined at 3:15 PM CDST

Action items from this meeting

10-01-2013
10.01.2013.01 - All Board members - Board members to send ideas to increase revenue, interest, and members to Murlin by October face to face meeting

08-27-2013
08.2013.01 - Elya will send entry for past presidents for an Certificate of Appreciation to Murlin
Item completed

07-09-2013
07.2013.01 - All BoD – Respond to Elya’s request for top 5 things that we have, and that we need
07.2013.02 - Respond to Juha for the outline and subject items safety seminar at the University of British Columbia – Item completed

06-23-2013
06-23.2013.02 - Doug – to coordinate call for papers, flyer, posters, as a package to continue for future activities
06-23.2013.03 - Bill to work with Doug N. on the rationale and consistent naming of the symposium, conferences, workshops, etc., and promoting a brand
06-23.2013.04 - Tom will work on promotion through LinkedIn
06-23.2013.05 - Dan and Bill to develop a roadmap for utilizing videos and teasers on various social media to generate members and revenue
06-23.2013.06 - Tom to develop a presence for the chapters at the conference with information in the program – Meeting planned, waiting for information for the newsletter – Item complete
06-23.2013.07 - Ivan – to move forward with the reorganization approved in this meeting; report on development by August telecom; full report by Feb. meeting in 2014; detailed structure and names by May, 2014

06-04-2013
06.2013.01 - Thomas Ha – develop plan to market and encourage elevation to Senior Member through chapters

05-07-2013
05.2013.01 - Thomas Ha – Form a committee to handle member recognition including pin and certificate distribution
05.2013.04 - Ivan – develop ideas to help Dan with reports from each TC for the newsletter

04-12-2013
04.2013.01 - Ivan – based on description from Murlin, consider creating a TC on the future of consumer electronics committee
04.2013.02 - Tom Ha – identify a person to take the role of the Awards Chair
04.2013.03 - Murlin to talk to Kevin regarding the history of UL for an article for the newsletter
8/27 - Kevin to resend history article
04.2013.04 - Silvia to form contacts in WIE and prepare reports for the F2F meetings

03-12-2013
03.2013.03 - Elya will check with IEEE for multimedia training courses (IEEE e-learning or similar; SCV PSES archives) – follow up with Steve Welch by the May meeting
03.2013.04 – Bill to work with marketing chair to work on marketing brochure – Bill has taken ownership of brochure
03.2013.06 – Bill – develop membership satisfaction survey; draft by September telecom
03.2013.07 – Bill – Develop an brief elevator pitch from the State of PSES information
5/7: Draft circulated
8/27: no more comments; to be distributed to BoD members and other interested parties - Item complete

02-10-2013
02.2013.04 - Bill Bisenius and Dan Roman to collaborate on a training video by June meeting
Redefined in June action items
02.2013.06 - Bill Bisenius will collect thoughts on how to market the Society and propose concepts for the March meeting. Daniece, Elya, Stefan, Kevin, Grant, Tom, Anna are bounces
Due by June face to face – concepts by April - Item complete

01-08-2013
01.2013.05 - Murlin to explore the logistics of the certificates and pin distribution and report by March meeting – defer to May meeting
8/27 - reassigned
01.2013.07 – Thomas – Establish a plan for the Chapter Leadership meeting for the Austin Symposium - Item complete

12-11-2012
12.2012.02 - All BoD members – comments on Named Awards proposals - (add to minutes Kevin to approach UL on Merrill award - comments received; proposal made to UL (Feb, 2013)
12.2012.03 - all Bod members – thoughts on how to approach companies for an award endowment by October meeting
10/02/2012
10.2012.01 - Doug Nix - Event volunteer policy – propose to get sweat equity credit; need to consider – BoD members to email Doug Nix with your thoughts - need report by Doug Nix by March telecon
10.2012.02 - Doug Nix - Mentoring program proposal – attendees of writing class wanted mentors to help them with their writing – led to see about IEEE mentor program which need so be revitalized; have proposal to review – (3/12) IEEE is revamping their program, and will not have anything until later this year – (4/2) expecting marketing materials from IEEE
10.2012.03- Ivan – make sure that the TAC meetings at the Symposium are advertised, perhaps an e-blast;

9/04/2012
09.2012.01 - Tom Ha/ Doug Kealey - Follow up on Atlanta Chapter status with Atlanta leaders. Need report by March telecon
09.2012.03 - Rich Nute / Elya - Follow up with U.S. Nuclear Regulatory Agency contact. Need report by March telecon

7/31/2012
07.2012.01 – Doug Nix - Form a subcommittee to set some criteria on poster sessions, PowerPoint; experiments, etc. during a conference or symposium - subcommittee is formed; details are being discussed

6/23/2012
06.2012.04 – Thomas Ha – investigate IEEE fee reduction for large group sign-up for membership fees
06.2012.08 – Doug Nix - Conference – check with Anna – if we have A/V; what does it take to record some of the presentation? Transfer to next symposium in Austin, 2013
06.2012.13 – Thomas Ha to identify potential GOLD board members. Remove current GOLD member for non-attendance. – report needed by March telecon

01/2012
01.12.a – Thomas Ha - Distinguished Lecturer program – need to work on developing program – would like to have a preliminary plans by June, 2013
01.12.b – Doug Nix – make a template for announcements for Chapter sponsored workshops - Due by June, 2013

In this telecon I would like to focus on preparations for the face to face meeting in Austin. Therefore, all VPs and activity leaders (e.g., marketing, chapters) are requested to discuss in brief their plans in the ISPCE'2013 symposium, within their field of activity, in order to ensure that we make the best of the Symposium opportunities. Special emphases should be placed on the following aspects:
- Membership & Chapter development
- Leadership and succession development
- Marketing and publicity
- Technical activities
All other regular items will be left for the face to face meeting.
Meeting report
Call to Order, Introductions/Opening Remarks

Consent Agenda Motions
- Approval of Agenda - Motion made to accept, no comments or objections; motion passed
- Secretary’s Report – minutes of August, 2013 meetings; no comments or objections; minutes accepted

Past President’s Summary
- C&BL Update
- Awards – certificates are being prepared by IEEE, should arrive at hotel by Friday
  - Gary Weidner will not be at symposium; will need someone to accept the award for him
  - Awards ceremony is scheduled for 11:30 AM, Oct 8 (Tuesday)
  - 2014 symposium
    - Sign at Society table
    - Make an announcement during the public events
    - Stuffers with save the date and call for papers
    - Add Kevin as another speaker at opening

President-Elect’s Statement
- Highlights for 2014/15 plans

President’s Statement:
- How might we make best of the conference?
  - Closing ceremony – passing of the flag as an event at every symposium
  - Have copies of the newsletter for review
  - Board positions – use conference as a networking event to fill positions
- Product safety in EECE 380 – Electrical Engineering Design Studio (Juha)
  - Have received some material – could use more
  - Will send draft this week
- In preparation for October SP session
  - Membership and Member Development (Tom)
- Global Outreach
  - Buenos Aires, October 2013
- Board meeting in October
- Strategic plans – will continue next year
- Detailed discussion of membership, finance, and Technical services areas
  - VPs to come with a proposal for discussion
  - 2 or 3 slides to serve as a start for discussion
- Discuss responsibility and accountability
  - Action items
  - How to make sure that each of us can meet our obligations
- Board members to send ideas to increase revenue, interest, and members to Murlin by October meeting
Treasurer's Report

- Treasurer's Report
- Review and report and comments to Jan

FinCom Report

- Fincom Report
  - No report
VP Reports

VP Technical Services

- iNARTE PSE Certification status and inputs
  - Will contact Jack Burns for report
- Reorganization of TA per BoD resolution
  - No report
- Presence and visibility in ISPCE 2013
  - TAC meeting on Tuesday
- 3-5 year TAC/TC plan
  - No report

VP Communication Services

- Newsletter content
  - Ask that the editors get their articles in for the newsletter on time
- Marketing and Publicity
  - Will be working with Bill on the training video ideas
  - Would like to have pictures of the award recipients in the newsletter
  - Would like to have 20 – 30 copies of the PSES newsletters – Tom Ha will contact

VP Conferences

- Status of ISPCE 2013 preparations
  - Chapter meeting – 6 – 8 pm, Oct 8 (Tuesday)
- Future symposia locations
  - Review of potential locations
- Conferences expansion
- Funding of speakers policy

VP Member Services

- Chapter coordination meeting
  - Meeting at the symposium – Tuesday – 6 – 8PM
  - Wants meeting with local chapter
- Chapter of the year award
  - Chapter chosen and award will be presented at Symposium
- Award activities
  - William H. Merrill
  - Awards presentation ceremony
Old/Unfinished Business

- Consumer Reports Appliance Fire article – Ad-Hoc Committee update
  - No report

New Business

- Open floor for comments
  - No comments

Summary of Financial Impact of Approved Motions

- No such motions

Action Items (old and new) Review –

- Elya asked everyone to review the action items (see Page 1 & 2) to mark them off or address them before our next meeting.
- Provide Elya and/or Daniece with your updates

Closing Remarks

- Next Face to Face (F2F) meetings
  - Locations for 2013 BoD meetings:
    - 10/2013: Austin, Tx – Meetings Rescheduled to Oct. 9-10
  - Next teleconference will be November 5, 2013

- Adjournment
  - Meeting was adjourned at 3:15 PM CDST.
Meeting Schedules

- **Strategic Planning Committee**
  - All VP's are included
  - Strategic planning meetings will be held the Monday after the February BoD meeting.

- **2013 Face to Face meetings**
  - 9-11 Feb, 2013 – Santa Clara, CA
    - Feb 9 – ExCom meeting
    - Feb 10 – Board meeting
    - Feb 11 – Strategic Planning meeting
  - 22-23 June, 2013 – Vancouver, BC Canada
    - June 22 – ExCom meeting
    - June 23 – Board meeting
    - June 21 (Friday) – workshop with CSA could be a possibility
  - 5-6 October, 2013 – Symposium – Austin, TX
    - Sunday before the symposium – Rescheduled to Oct. 9 -10
    - Oct 5 – ExCom meeting – Rescheduled to Oct. 9
    - Oct 6 – Board meeting – Rescheduled to Oct. 10

- **Monthly teleconference schedule**
  - Teleconference meetings sent as outlook meeting notice and e-mail
  - First Tuesday of the month (unless scheduled otherwise)
    - **2013**
      - January 8
      - February 5 – no teleconference to be held
      - March 5 - Postponed to March 12
      - April 2
      - May 7
      - June 4
      - July 2 - Rescheduled to July 9, 2013
      - August 6 - Rescheduled to August 27, 2013
      - September 3 - Rescheduled to September 10, 2013
      - October 1
      - November 5
      - December 3
  - If you cannot attend, please send a report of your activities and update to any action items

**Time:**

US Time: 3 PM EDT - 2 PM CDT - 1 PM MDT - 12 PM (noon) PDT -
Tel Aviv, Israel - 10 PM - Buenos Aires – 4 PM
Sydney, Australia - 7 AM ( Wednesday ) - Beijing, China – 4 AM Wednesday

**Please note** that the times may vary depending on the local adoption of Daylight Savings Time. **ALWAYS** check your local time.

Time is based on **US Central time zone. (Austin, Texas)**
Convenient web based planner is at http://www.timeanddate.com/worldclock/meeting.html