Date: April 1, 2014 - Board of Directors Meeting

Committee Members:
Kevin Ravo, Elya Joffe, Dan Roman, Ivan VanDeWege, Thomas Ha, Jan Swart, Daniece Carpenter, Silvia Diaz Monnier, Richard Nute, Paul Wang, Mike Nicholls, Steili Loznen, Juha K Junkkarinen, Stefan Mozar, Bill Bisenius, Grant Schmidbauer, Jack Burns, Mark Maynard, Doug Nix,
Guests: Murlin Marks; Rob Reilly

Participants:
Kevin Ravo, Elya Joffe, Dan Roman, Ivan VanDeWege, Thomas Ha, Daniece Carpenter, Richard Nute, Mike Nicholls, Steili Loznen, Juha K Junkkarinen, Grant Schmidbauer, Mark Maynard,
Guests: Murlin Marks

Next Meeting: (Please refer to the Meeting Schedules page for a full list of scheduled meetings)
Teleconference: 2014 2 PM Central US
- June 3

Face to Face: May 3-4, 2014; San Jose, CA

Meeting called to order at 2:03 PM CDST
Adjourned at 3:46 PM CDST

Action items from this meeting
Please see the PSES Dashboard for Action Items

- Ivan to Request to send status report on iNARTE
- Dan to send detailed instructions with screen shots on how to update the Dashboard

Action Items have been added to the Dashboard.
Meeting report
Call to Order, Introductions/Opening Remarks

Consent Agenda Motions
- Approval of Agenda - Motion made to accept, no comments or objections; motion passed
  - Added discussion on Transportation Society
- Secretary’s Report – minutes of March 4, 2014 meeting; no comments or objections; motion passed

Past President’s Summary
- N&A Committee
  - Candidates for Adcom – need 6 candidates
  - Committee formed Elya Joffe, Chair, Silvia Diaz Monnier, Assiz (Long Island); Henry Benitz
    - Preparing eblast to members; form for nominations to be sent by eblast
    - Will begin nomination solicitation by April 15;
    - Solicited nominations from outgoing Directors reaching the end of their term
    - Have received a list of names for nomination
    - For additional nominations, nomination form to be completed and sent to Elya
    - Will have poster for symposium and will make an announcement at awards ceremony
  - Candidates for Officers
    - For term beginning Jan 1 2015; election to be held at last face to face meeting this year
    - Note that President-elect must come from the Board, but the other officers do not need to be on the Board
- Bylaws and constitution
  - Review by IEEE is complete
- FinCom
  - Finance report submitted by Jan

President Statement
- Reports from VPs
- Updates on Dashboard
  - Walked through the process to update
  - Action Items – have been updated, removing all items older than 6 months
  - Conference – add any conferences
  - Liaisons – add updates to liaisons
- Strategic Plan Process
  - Next steps – review prioritization from March meeting
  - Insert report here
  - Will have a work session in F2F
- Report:
  - Transportation electrification Initiative
    - An IEEE initiative
    - Will need to discuss the role that PSES can play aside from financial
Treasurer's Report

- Status of finances
  - Behind on income from memberships
- Funding for 2015 budget from VP
- 2014 funds allocated – need estimates that will be used.
  - Have budget available for VP expenses
  - Need items and estimates by the end of the month for 2015

FinCom Report

- Fincom Report
  - Report:

VP Reports

VP Technical Services

- iNARTE PSE Certification Committee
  - Status: Discussed situation with iNARTE
  - Ivan to Request to send status report on iNARTE
- Reorganization of TA per BoD resolution
  - Motion presented for reorganization of tech committee
  - Circulated Motion for review – no questions
  - No objections; motion passed
  - Motion:
- Presence and visibility in ISPCE 2013
  - Will have a poster of org chart; contact form for recruitment for positions and TACs
VP Communication Services

- Newsletter Content
  - Newsletter went out – previously added link to newsletter, but not a lot of traffic; this time attached a PDF of the newsletter
  - No technical articles were submitted
  - One idea to generate articles is to recruit volunteers to write articles based on the symposium presentations
- IEEE tool to send eblast has been upgraded so it is now easier to send HTML messages
- Marketing and Publicity
  - Ad in newsletter for volunteers for various positions
- CE Society Magazine
  - Received one comment from PSES members -

VP Conferences

- ISPCE 2014 Symposium Publicity and Preparations
  - Financials are on track
  - Emphasis on registrations – target is to exceed 200
  - Technical program
    - Have all of the paper slots full
    - EMC workshop slots are full
  - Have one keynote on 3D printing
    - Second keynote needs confirmation with abstract – wearable technology on Tuesday afternoon
  - Schedule will include
    - Robotics team from local competition on Tuesday
    - Awards ceremony
    - Closing ceremony with prizes
    - Hoping for a Google car, Tesla car

VP Member Services

- An increase of 1.6% in members for last month
- Senior membership campaign during symposium
- Will develop some material for recruitment
- Current memberships
  - 819 members
  - 2700 members on LinkedIn
  - What is the best method to convert to PSES memberships?
- Finalized the email campaigns with 3 letters
  - New member welcome
  - Returning member thank you
  - Potential members recruitment
- Alternate membership
  - e-membership – working with IEEE on defining terms
  - Will have information on rate and advantages/disadvantages
Symposium presence
  o Posters for symposium – Mike Nicholls will give content

Senior Member Initiative/Campaign
  o Session at ISPCE?
  o At the Chapter meeting, have presentation

Awards
  o Had proposed that current VP get award, but will get at end of term
  o Will circulate list for comments – reply by Thursday

Chapter Coordination meeting
  o Planning a Telecom on April 14

Chapter of the Year Award
  o Local chapters should send their applications in

Awards solicitation campaign, 2014
  o Propose awards for
    ▪ Founders – after 10 years in society;
      ▪ List of people in EMC-TC108
    ▪ Rich Georgerian for service
    ▪ Dan Roman for newsletter
    ▪ Past chapter chairs for an acknowledgment
    ▪ Will have an article for the newsletter

Talked about what funding the Society could provide financial support?

Old/Unfinished Business
  ▪ No other old business discussed

New Business
  • Discussion on Transportation Society

Summary of Financial Impact of Approved Motions
  • No such motions

Next meetings
  • Face to Face (F2F)
    o Location: San Jose, CA
    o Dates:
      ▪ May 3 – ExCom
      ▪ May 4 – BoD
  • Teleconference
    o Tuesday, April 1, 2014

Concluding Remarks

Adjournment
  ➢ Meeting was adjourned at 3:46 PM CT.
Meeting Schedules

- **2014 Face to Face meetings**
  - 8-9 Feb, 2014 – Chicago (Venue for 2015 Symposium)
    - Feb 8 – ExCom meeting
    - Feb 9 – Board meeting
  - 3-4 May – Symposium – San Jose
    - May 3 – ExCom meeting
    - May 4 – Board meeting
  - 25-26 Oct. – Long Island
    - Oct 25 – ExCom meeting
    - Oct 26 – Board meeting

- **Monthly teleconference schedule**
  - Teleconference meetings sent as outlook meeting notice and e-mail
  - First Tuesday of the month (unless scheduled otherwise)
    - **2014**
      - January 7, 2014
      - February 4 – teleconference canceled
      - March 4
      - April 1
      - May 6
      - June 3
      - July 1
      - August 5
      - September 2
      - October 7
      - November 4
      - December 2
  - Please send a report of your activities and update to any action items to circulate before the meeting

**Time:**

- **US Time:** 3 PM ET - 2 PM CT - 1 PM MT - 12 PM (noon) PT -
- **Tel Aviv, Israel** - 10 PM - **Buenos Aires** – 5 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.

Daylight Savings Time

**2014 Schedule**

- Begins – March 9, 2014
- Ends – November 2, 2014

Time for the conference call is based on **US Central time zone. (Austin, Texas)**

Convenient web based planner is at [http://www.timeanddate.com/worldclock/meeting.html](http://www.timeanddate.com/worldclock/meeting.html)