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| **IEEE_MBblue** | **IEEE Product Safety Engineering Society** | pseslogo_medium |

**Meeting Report - BoG**

**September 1, 2020**

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**Board of Governors Members:**

Stefan Mozar, John Allen, Daniece Carpenter, Mike Nicholls, Steli Loznen, Ken Kapur,

Wen-Chung Kao, Lei Wang, Michael Anderson, Daren Slee, Bansi Patel, V. Jayaprakasan, Catherine Pell, Kim Fung (KF) Tsang; Fabio Furlan, Silvia Diaz Monnier, Leszek Langiewicz,   
Grant Schmidbauer

**Participants:**

Stefan Mozar, John Allen, Daniece Carpenter, Steli Loznen, Ken Kapur, Wen-Chung Kao, Daren Slee, Bansi Patel, Kim Fung (KF) Tsang, Silvia Diaz Monnier, Grant Schmidbauer

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Call to order \_\_9:09\_\_\_\_ am Central USA time

Adjourn \_11:06\_\_\_\_ am Central USA time

**Welcome**:

* Agenda
  + Any items to add to the agenda?
    - No items added
  + Approval of Agenda
    - Motion made and passed

**Housekeeping and Secretary's Report**:

* General
* Approval of previous Meeting Report
  + Previous Meeting Report was circulated
  + Motion made and passed

**Past President's Report**:

* BoG Election
  + Nominations have been submitted
  + Ballots started 8/28
* Past President’s Report: \_\_\_\_\_\_\_\_\_\_

**Treasurer's Report:**

* Stefan is working with new Treasurer, Wen-Chung, to summarize the financial picture
* BoG to review the budgets for 2021
  + All VPs to send budget requests to Stefan and Wen-Chung

**VP Member Services:**

* Chapter Coordinator
  + Lei Wang is not able to continue and need a volunteer to serve as Chapter Coordinator
* Currently have 734 members
  + The numbers have gradually increased
* Held a membership drive meeting to discuss ideas to increase memberships
* Key area is how to communicate with our chapters
  + Some ideas to assist the Chapters are:
    - Drive activity with metrics
    - Hold Panel discussions
    - Virtual Social meetings
* New member initiative
  + What do customers want?
  + How do we remove the obstacles to membership?
  + Initiative ideas:
    - Increase value – 1 hour of safety consulting
      * Need disclaimer to provide information
    - Create PSES trailer
* San Diego chapter
  + Tried to arrange a virtual chapter meeting with an email list of over 300
    - 100+ rejected email, another 100+ are questionable
  + Member Services Report: \_\_\_\_\_\_\_\_

**VP Technical Activities :**

* A new TC on Compliance 101 has been created
  + John Allen will be the chair
* MIT workshop was very interesting
  + Encourage all PSES members to join the next workshop in 2021
  + Stefan proposed to develop an MOU between System Safety (MIT) and PSES
* Virtual Conference in Israel planned for Nov. 2020 on Safety Industrial Standards for Medical Equipment
  + Propose to have Compliance 101 at the conference
* Technical Activities Report: \_\_\_\_\_\_\_\_\_\_\_

**VP Communications:**

* Newsletter
* Newsletter articles needed
* Website needs to be updated
  + Need to add the mentor program to the PSES website
  + All BoG invited to review the website and send ideas

**VP Conferences:**

* SPCE 2020 – Portland
  + Contract needs to be finalized
  + Need to finalize the registration fee for the event
  + Enough technical content has been submitted for the event
  + Feedback on Conference Catalyst’s presentation for their virtual platform
    - Conference Catalyst has done 40 or so virtual events for IEEE so far
* 2020 ISPCE
  + Asia ISPCE plans are in development
    - Will be held on a virtual platform
* 2021 ISPCE
  + Working on hotel venue to hold an in-person conference
  + Plan B will be a virtual platform
* Conferences Report: \_\_\_\_\_\_\_\_\_\_

**LIAISON Reports**

* EMC+SIPI was held in August 2020 on a virtual platform
* WIE liaison
  + Silvia tried to contact them but no answer
  + Stefan will contact them

**Old Business**

* No Old business

**New Business**

* No new business

**Concluding Remarks**

* All need to start thinking about VP elections in the fall
* Also need also to think about awards
  + Start organizing for SPCE
  + Grant will chair the Awards Committee
* Think about a hybrid conference with face to face + virtual
  + Consider arranging 2 or 3 virtual conferences in addition to our in-person conferences
* Next BoG meeting focus on conferences

**Adjourn**

11:06 am

**Face to Face Meetings**

*All Day Board Meetings - 2020*

* 2020 Symposium (May 12-14) – May 11, 2020 - cancelled
* 2020 SPCE – November 16-17, Portland, OR – Date TBD

*Monthly Web Conferences*

**2020** - First Tuesday of each month – 9:00 AM - Central US time

2020 Web Conferences

* January 7
* February 4 - VP/ExCom Focus - Conferences
* March 3 - BoG
* April 7 - VP/ExCom Focus - Membership
* May 5 - BoG
* June 2- VP/ExCom Focus
* July 7 - BoG
* August 4 - VP/ExCom Focus
* September 1 - BoG
* October 6 - VP/ExCom Focus
* November 3 - BoG
* December 1 - VP/ExCom Focus

***Reminder – USA Daylight Saving Time BEGAN on March 8, and ENDS on November 1, 2020.***