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

**Meeting minutes**

**April 9th, 2020**

**Product Compliance Virtual chapter Organization committee**

Product Compliance virtual chapter; PSES Secretary's Personal Room

<https://ieeemeetings.webex.com/meet/danieceieee.org>

591 176 079

Join by phone

+1-415-655-0002US Tol

1-855-282-6330US Toll Free

Access code: 591 176 079

For global call-in numbers go to the following link:

<https://ieeemeetings.webex.com/cmp3300/webcomponents/widget/globalcallin/globalcallin.do?siteurl=ieeemeetings&serviceType=MC&eventID=672496067&tollFree=1>

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**Committee Members: Win, succeed, strive, master, achieve**

Kati Wenzel, Lei Wang, Lauren Foster, Tom Brenner, Nate Osborn, Sherry Tischler/David Kramlich/David, Yike Hu, Silvia Diaz Monnier, Don Gies, Mariel Acosta, Ken Kapur, Shaima Adin, Bansi Patel, Peter Perkins

**Attendees:** Mariel, Yike, Tom, Pete Perkins, Curtis Bender, Sherri, Bansi, Ken Shadoff, Kati, Lauren, Jim D (excused).

Call to order 12:02 pm NYUSA time

(5 min) **Welcome**: Yike Hu

* General

(5 min) **Housekeeping and Secretary's Report**:

* General
* Approval of previous Meeting Report -
1. min) **Working item Topics**: Yike Hu

Reminder – Core Team meets on 2nd Thursday of the month.

1. 2020 Officers (Please upload your bio)
	1. Chair: Yike Hu, (Updated)
	2. Vice Chair: Kati Wenzel
	3. Secretary: Mariel Acosta-Geraldino (Updated)
	4. VP of member Services: Bansi Patel (Updated)
	5. VP of Communications: Shaima Adin
	6. VP of technical activities: Nate Osborne,
	7. WebMaster- Jim Douglas (Updated)
2. March seminar recap (Yike)

Yike was the moderator for March, number of attendees-90, after the call Yike received emails saying they could not join. We discussed limits to joining webex.

Yike mentioned the test email sent to her by the coordinator can not be forwarded because the test email sends people to the IEEE website.

Pete Perkins, mentions we have a real opportunity to cater to people as they will not have the ISPCE symposium.

1. PSES Website
	1. The upcoming events needs update
	2. 2020 meeting minutes are missing under the board tab
	3. 2020 presentations are missing under the member only session
	4. 2020 recording are missing under the member only session

-Yike plans to contact Julia to see if she can upload the Jan- Mar meeting min, slides, and recording. She will ask Julia if there is cost associated. Yike asked if we tell our speakers that the recording will be available at our website. Though speakers know that their presentation will be recorded and link shared, we did not inform each individual speaker that the info would be posted in the web. Sherri recommended to add the information to her guide so we can cover with each speaker moving forward.

-Bansi mentioned that one of the speakers does not want his presentation recorded. Asked, can he still present?, no problem, we just tell audience that they have to attend the live version, and that there will be no recording so they can plan ahead.

-Curtis mentioned that anything shared over the internet may be captured.

1. PSES VC distribution list (Mariel, Yike)

-Right now, Mariel has been using a distribution list locally. Covered some of the options we reviewed last year, IEEE Listserve, (Dan Roman was listed as an expert, may need to reached), and Doug Nix has a nice tool, Mail chimp, but when Nate checked we needed to write a physical address to create the account so we started asking for support from IEEE, about which physical address.

From meeting min 2019- Open: Improving promotion of activities-

* + 1. Mail chimp- Waiting on Liz physical address
		2. List Serve - Dan Roman contacted to help?

-Mariel also sent the history emails to Yike, so she has the contact info and the background.

-Yike will reach out to Shaima Adin to see if she can work this issue.

-Pete P recommended to talk to someone in marketing.

-Pete P recommended to use the IEEE physical address, and be done with it.

-Bansi will check with Jim Bacher to see how he manages his EMC-PSTC distribution list

1. April Seminar update (Lauren)
* Lauren did the trial, and already has her slides updated. Only waiting on Mike final slides. Bio and abstract already sent out to Yike and Mariel. Yike will contact Tim to get the enotice sent out to the IEEE PSES.
* Pete asked are we ready to contact the local chapters, so they know that they can join our activities?- We have not.
1. May seminar

-Yike contacted TPC asking for any speakers that would like to present at our meeting. Yike got responses from the following speakers:

-Bansi said an email was sent to the San Diego chapter members saying that they will not meet in the next months.

-Pete Perkins mentioned there is an opportunity for recruiting attendees to our presentations to join our chapter.

-Yike investigated the system used by the local chapter by asking bansi what he did. Bansi mentioned that IEEE PSES members did not pay for the activity, only non-members paid for food. Portland- Pete, says he will take the money and sign members.

-Yike asking for volunteer to moderate the May presentation. Tom Brenner willing to do it, if no one else contacts Yike.

1. ISPCE speaker list
	1. Markus Fiebig Product Manager E-Bulb: New technologies make it possible to install mini fire extinguishers directly in the electronics. UL60692
	2. Richard Nute, ieee life fellow, Various IEC safety standards describe in detail the safety requirements for “SELV.” However, while acknowledging the concept of a “limited current source,” these same standards rarely describe the requirements for such a source. This paper shows that a limited current source is the current equivalent of a limited voltage source (SELV)
	3. Laura Elan, CSA group, Getting Started with Cybersecurity – How Manufacturers Can Approach Emerging Requirements
2. Joe Mohorovic (?) – Mariel Sent two emails, no answers yet.
3. Scott Swaaley

**Topic:** Product validation, electrical design, and NRTLs - one man's journey from an idea to a UL508 listed product.

**Speaker:** Scott Swaaley is the founder of [MAKESafe Tools, Inc.](https://urldefense.com/v3/__https%3A/www.makesafetools.com/__;!!HGYKHdhaPg!A5KkIxhgbtpqdoaCP94fp7vD9-KtIO8qI380RdCUAOikzagQb0ShBNqO_MikHg$) and has professional experience in the development of electrical and mechanical hardware, product design, firmware development, software development, advanced fabrication, renewable energy infrastructure, technical education, and public speaking - to name a few. His work across different industries has been recognized in four documentary films and his diverse set of skills lends to a unique perspective on technology, entrepreneurship, and human behavior.

Other- Mariel received feedback from Ron Borowski, saying that if he does not get a meeting invite, he does not see the information from the monthly presentations. Mariel asked permission to send a meeting invite and will do it for the April presentation.

1. Feedback from PSES Board meeting (Bansi)
2. Presentations:
3. Help, support, cooperate, be fair, share

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| **2019** |  |  |  |  |
| Jan 17, 19 Completed | Lauren | Peter Diesing | Leakage for medical devices | A; Blast email to PSES did NOT go out. |
| Feb 21, 19 Completed  | Nate | Peter perkins | Ouch-hot laptop | Trial 1 done. |
| Mar 21, 19Completed | Tom Brenner | Doug Nix | Functional safety session 1 | A+; blast email went out. 6 new chapter members |
| Apr 18th, 19Completed | Tom Brenner | Doug Nix | Functional safetySession 2 | A; beep- joining. Annoying +ran over and could not provide interactive discussion |
| **May, 19** | Skip | symposium | Skip  | **Symposium – no meeting** |
| June 20th, 19Completed | Mariel | Bob Griffin | Product safety and the IoT | A, 67 attendees |
| July 18th, 19Completed | Tom Brenner | Doug Nix | Functional safetySession 3 | A, =~50,  |
| Aug 15th, 19Completed | Kati | Paul schilke +Curtis Bender  | Harmonization of iec and north American North America standard | A, 43Two presenters.  |
| Sept 19th, 19completed | Jim D | Gary Tornquist | POWER SUPPLY SAFETY | B+, 41 enter/exit beep kept going off, though attendance remained at 41. Mistake on announcement. |
| Oct 17th, 19Completed | Yike | Ted Eckert | Alternate Low Power Modes in power supplies | A+, About 37 participants |
| **Nov, 19** | skip | Local symposium | skip |  |
| **Dec, 19** | skip | Asia symposium | skip |  |

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| **2020** |  |  |  |  |
| **Jan 16th, 20****Penciled-in** | Tom brenner | Ken Ross | **Topic:** **Component part and raw material suppliers vs. OEM** | Done |
| **feb 20th, 20****Penciled-in** | Sherri Tischler-  | Paul T Kelly | **Need to close on topix, he suggested** North American Division 2 Certification… In 5 Easy StepsAn Introduction to Hazardous Locations - Basics and Protection Concepts | Done |
| **Mar 19th, 20****Penciled-in** | Yike | Ashish Arora | **Manufacturing Li-ion Cells & Batteries** | Done |
| **Apr 16th, 20****Penciled-in** | Lauren Foster | Mike Sherman | origins and basics of fire and shock protections | Accepted |
| **May, 20** | Looking for moderator, Maybe Tom  | TBD |  |  |
| **June 18, 20****Penciled-in** | Curtis Bender | Kevin Robinson | OSHA | Accepted |
| **July 16, 20** | Mariel | Michael Anderson | ROHS | Accepted |
| **Aug 20, 20** | Tom Brenner | Ken Ross | Part II of Ken Ross’s presentation | Tom to reach out |
| **Sep 17, 20** | ? | Heribert+Ken | BREXIT- | Heribert is OK to do this presentation by September |
| **Oct 15, 20** |  |  |  |  |
| **Nov, 20** | Skip |  |  |  |
| **Dec, 20** | Skip |  |  |  |

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| **2021** |  |  |  |  |
| **Jan , 21** |  |  |  |  |
| **Feb , 21** |  |  |  |  |
| **Mar, 21** |  |  |  |  |
| **Apr, 21** |  |  |  |  |
| **May, 21** | Skip | symposium | Skip  | **symposium** |
| **June, 21** |  |  |  |  |
| **July , 21** |  |  |  |  |
| **Aug , 21** |  |  |  |  |
| **Sep , 21** |  |  |  |  |
| **Oct , 21** |  |  |  |  |
| **Nov, 20** |  |  |  |  |
| **Dec, 20** | Skip |  |  |  |

**Sponsor/moderator:** The job of the sponsor is to identify the speaker, get the slides, get the bio, do the introduction, get pre-arranged questions, prepare/distribute announcement or contact vp of communication to do that.

**Sponsor: please send the announcement to secretary before the first week of your presentation month.**

(5min) **Concluding Remarks**

 (1min) **Adjourn \_\_pm EST USA time**