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

**Meeting Min**

**Feb 13th, 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>

.\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*.

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

Gia Pappas (Gia Fedo), 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

**Attendees: Yike, Mariel, Pete Perkins, Sherri, (Tom B- excused himself), (Bansi- Excused himself) , Curtis, Kati, Heribert, Jim douglas.**

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
	1. Chair: Yike Hu,
	2. Vice Chair: Kati Wenzel
	3. Secretary: Mariel Acosta-Geraldino
	4. VP of member Services: Bansi Patel
	5. VP of Communications: Shaima Adin
	6. VP of technical activities: Nate Osborne,
	7. WebMaster- Jim Douglas
2. Review of action items from Jan meeting.
3. Suggested protocol to schedule a seminar (Sherri)-
4. IEEE PSES Website features- Website is up and running.

- Jim Douglas has technical difficulties trying to log into the website, members only.

- Pete Perkins suggested we sent out info that the website is up and running. Mariel will add the website info,

1. Survey Update (Nate, Bansi)

-Nate and bansi absent, Yike will follow up via email to ask for update.

-Has the login info to the gmail virtual chapter email address? To Shaima Adin? Are they planning on joining future meetings?

Yike- will follow up with Nate for the development of a line of of speakers

Yike will send an email to Robinson, copy Curtis bender.

Yike will send certificate to all past exec members, by Feb 21.

1. Presentations:
2. Help, support, cooperate, be fair, share

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **2020** |  |  |  |  |
| 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 |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **2020** |  |  |  |  |
| **Jan 16th, 20****Penciled-in** | Tom brenner | Ken Ross | **Topic:** **Component part and raw material suppliers vs. OEM** |  |
| **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 | Announcement ready- sent on Feb 12. Dry run scheduled for Feb 17 |
| **Mar 19th, 20****Penciled-in** | Mariel | Laura Stevens | **International RoHS Regulations** | accepted |
| **Apr 16th, 20****Penciled-in** | Lauren Foster | Mike Sherman | origins and basics of fire and shock protections | Email address of mike sent to Lauren - Nov 14 |
| **May, 20** | Skip | symposium | Skip  | **symposium** |
| **June 18, 20****Penciled-in** | Curtis Bender | Kevin Robinson | OSHA |  |
| **July 16, 20** |  | Ken Ross | Part II of Ken Ross’s presentation? | Yike may need to run the webex. |
| **Aug 20, 20** |  |  |  |  |
| **Sep 17, 20** |  | Heribert+Ken | BREXIT- | Based on progress of Brexit |
| **Oct 15, 20** |  |  |  |  |
| **Nov, 20** | Skip |  |  |  |
| **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 \_\_12:45\_\_\_pm EST USA time**