



# IEEE Product Safety Engineering Society Board of Directors Meeting



## Meeting Report

**Date: June 1, 2010 - Board of Directors Meeting**

### **Committee Members:**

Murlin Marks, Jim Bacher, Richard Georgerian, Dan Roman, Jack Burns, Daniece Carpenter, Richard Pescatore, Elya Joffe, Doug Nix, Peter Tarver, Jim Pierce, Ivan VanDeWege, Thomas Ha, Silvia Diaz Monnier, Richard Nute, Doug Kealey, Jan Swart

Guests: Bob Rassa, Stefan Mozar, Mark Montrose, Dan Arnold

### **Participants:**

Murlin Marks, Jim Bacher, Dan Roman, Jack Burns, Daniece Carpenter, Doug Nix, Jim Pierce, Ivan VanDeWege, Thomas Ha, Doug Kealey, Jan Swart

Guests: Dan Arnold,

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## **AGENDA**

Meeting called to order

- Secretary's Report
  - Previous meeting minutes
  - Action items
- Past President Summary
- President's Statement
  - Do we deserve to be an IEEE society??...
  - SRC meeting
  - Extend offer for PSES membership to EMCS members
- Treasurer's Report

VP Reports

- Member Activities
  - Beijing membership status
  - Chapter update
  - Awards
- Conferences
  - 2010 Conference – Joint EMC-PSES workshop
    - July BoD meeting arrangements
  - 2010 Symposium
    - Update
  - 2011 Symposium
    - Location and conference chair
  - 2012 Symposium
    - Location and conference chair
- Technical Activities
- Communications
  - Activities
  - Newsletter due dates and reminders
- Old Business
- New Business

Meeting called to order at 2:09 PM CDST

## Action items from this meeting

- Murlin to draft a welcome letter for new members and send to Thomas Ha
  - Thomas Ha and Doug Kealey will send to new members. Jim Bacher to pull new members on a bi-monthly basis.
  - All VP's to put together a schedule and owner of the various reports which need to be made periodically. The Secretary will send out reminders as directed.
  - ~~Jack Burns to contact all TAC's for potential presentations at the Florida colloquium~~
  - Thomas Ha and Jim Bacher will work on a procedure to process free EMCS memberships for PSES members
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- Secretary's Report
    - Previous mtg minutes – review meeting report as distributed
      - Motion to approve the minutes from the last meeting; approved
    - Action items from this meeting will be distributed immediately after the meeting.
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- Past-president's Summary
    - Election committee is progressing
      - Four members on the committee – Jim Bacher, Jim Knighton, Ken Thomas, Dan Arnold
    - Call for nominations will be sent shortly;
    - Awards
      - Documents for review – sent to Murlin, Jim Bacher, Thomas Ha
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- President's Statement
    - Do we deserve to be an IEEE society??...
      - Working really hard to be a Society,
      - 832 members as of this morning;
      - Need to send a welcome to each new member and connect to regional rep;
    - SRC meeting
      - Murlin's input to the FRC committee for review by BoD
    - Extend offer for PSES membership to EMCS members
      - Amendment to extend it through September
      - Motion to offer EMCS members free 2010 membership
      - motion passed

➤ **Treasurer's Report**

- 2010 budget, with symposium budget, we are not profitable
  - Need the Florida conference to generate a surplus
- 2011 budget is in process
  - Need inputs from each VP
- 2 main sources of revenue are memberships and conferences
- If cancel Florida conference, need Boston symposium;
  - Florida needs 12 – 16 presentations;
  - Perhaps recycle the Beijing conference papers;

## VP Reports

➤ **Member Activities**

- Beijing signup status
  - Have made progress is accepting payment by wire transfer; will collect up to 50 new members and wire as a group;
  - CQC wants a “China Chapter” not a Beijing chapter as their engineers are in various cities
  - Will extend free EMCS membership
- Chapter update
  - Identify each chapter chair, vice-chair, and secretary; then will start a regular communication
- Awards (Peter)
- Sent an offer to 10K members with TIP code for safety for a reduced society fee; have 150 new members

➤ **Conferences**

- Update for the July Joint PSES/EMC workshop
  - Is in serious jeopardy; Question – should we cancel?
  - Discussion included suggestions for TAC to do presentations, recycle Beijing presentations; No committee; no marketing, etc.
  - BoD - - no arrangements have been made
  - Decision is to cancel the Florida workshop
- Arrangements for July BoD meeting
  - If relocated to Boston, can the Symposium committee meet with the BoD
  - Arrangements TBD
- 2010 Symposium – Boston
  - Marketing needs immediate help; no patrons signed up; 18 exhibitors signed; attendee registrations are open; 19 papers with 7 workshops
  - Abstracts deadline extended
  - Wants to approach NPSS for a complimentary booth at the symposium; approach their members for presentations
- 2011, 2012 locations and conference chairs
- Discussed attendee fees

➤ **Communications**

- TAC newsletter
- No report on number of people who accepted free offer versus minimum cost offer
- Ok on number of articles for newsletter
- Still need ad for symposium for magazines – will be ready on 6/2
- Request from Home Depot recruiter – membership on LinkedIn group -

➤ **Technical Activities**

- Some TACs are functioning, focusing on 2 new TACs
- Issues need to be addressed
  - Chairs have been told that reports are needed for the newsletter
  - How do we interact with the international members – translation, time difference
- Safety and reliability workshop in November in the UK
  - PSES sponsorships? Booth?

➤ **Old Business**

- No Old business discussed

➤ **New Business**

- Future meetings - 2010
  - July 24-25, 2010 – ~~Ft. Lauderdale, FL~~ – **NEW LOCATION!**
  - Event Cancelled – BOD meeting relocated to Boston
    - To be held in July in conjunction with EMC– Ft Lauderdale – July 26-28 mini-symposium sponsored by TC-8 - **EVENT CANCELLED**
    - BoD meeting to be held at the Burlington Marriott
    - Arrangements are in process
  - Oct 2010 – Boston Symposium

➤ **Adjournment**

- Meeting was adjourned at 3:31 PM CDST

## Meeting Schedules

- Strategic Planning Committee
  - All VP's are included
  - Strategic planning meetings will be held the Saturday night before the July, and October BoD meetings
  
- Future meetings
  - July 24-25, 2010 – ~~Ft. Lauderdale, FL~~ -- **NEW LOCATION !!!**
    - To be held in July in conjunction with EMC– Ft Lauderdale – July 26-28 mini-symposium sponsored by TC-8 -- **EVENT CANCELLED**
    - Boston, MA – Burlington Marriott, One Burlington Mall Rd, Burlington, MA
      - Arrangements are in process
  - Oct16-17, 2010 – Boston Symposium
    - To be held Sunday before the symposium
  
- Monthly teleconference schedule Send as teleconference meetings as outlook meeting notice and e-mail
  - First Tuesday of the month (unless scheduled otherwise)
    - July 6, 2010
    - August 3, 2010
    - September 7, 2010
    - October 5, 2010
    - November 2, 2010
    - December 7, 2010
  - Time :

*US Time: 3 PM EDST - 2 PM CDST - 1 PM MDST - 12 PM (noon) PDST -  
 Tel Aviv, Israel - 10 PM - Buenos Aires – 4 PM  
 Sydney, Australia - - 5 AM ( Wednesday )*