



IEEE Product Safety Engineering Society Board of Directors Meeting



Meeting Notes

Date: June 7, 2011 - Board of Directors Meeting

Committee Members:

Murlin Marks, Jim Bacher, Dan Roman, Jack Burns, Daniece Carpenter, , Elya Joffe, Doug Nix, Peter Tarver, Jim Pierce, Ivan VanDeWege, Thomas Ha, Silvia Diaz Monnier, Richard Nute, Doug Kealey, Jan Swart, Ashish Arora, Kevin Ravo, Tom Sefchick; Rich Pescatore;

Guests: Henry Benitez Bob Rassa, Stefan Mozar, Mark Montrose, Dan Arnold Mark Schaffer,

Participants:

Murlin Marks, Jim Bacher, Daniece Carpenter, Jim Pierce, Thomas Ha, Doug Kealey, Kevin Ravo, Tom Sefchick

Guests: Henry Benitez

AGENDA

Meeting called to order

- Secretary's Report
 - Previous meeting minutes
 - Action items
- Past President Summary
- President's Statement
- Treasurer's Report

VP Reports

- Member Activities
- Conferences
- Technical Activities
- Communications
- Old Business
- New Business

Meeting called to order at 2:03 PM CDST

Action items from this meeting

Registration at hotel by June 10

Need more papers for Symposium

Continuing Action Items from Last Meeting:

From May meeting

Strategic Plan – all board members to review the plan and send thoughts, ideas, suggestions to Murlin

2012 Budget – need input from each VP for budget items by May 20

 If no budget items, please let Jan know

Need input on Distinguished Lecturer program

Need input for budget items for Awards

Thomas Ha / Doug Keely – to coordinate merchandise to support goals of chapter support and new members

Ivan – coordinate actions for IEEE Medal for Environmental and Safety Technologies nominations

Please note Meeting Schedules at end of this report

Meeting report

- Secretary's Report - Daniece
 - Previous meeting minutes – review meeting report as distributed
 - Portland meeting – hotel reservations should be made before June 10
 - Action items from this meeting will be distributed immediately after the meeting.

- Past-president's Summary
 - Board of Directors election for this year
 - Currently have 3 candidates for the BoD election
 - Additional candidate is waiting for permission from company
 - Have 2 or 3 more possibilities
- Will be visiting Europe after F2F meeting; will attempt to contact European members

- President's Statement
 - Face2face meeting in Portland will be at the end of June
 - The 2012 symposium committee is invited to the BoD meeting
 - Strategic plan
 - Present plan to committee in October
 - Awards – Jim has ready to submit to TAB
 - President will go to the CE show in Singapore
- Treasurer's Report
 - Will present financial report in next meeting
 - Current financial situation is acceptable
 - Will need successful conference to be in a good financial situation

VP Reports

- **Member Activities**
 - New chapter in San Diego
 - Membership – goal is 1000 members
 - Action Item: Banners
 - Will pick them up them on Friday
 - Will notify the chapters, and get info to send them
 - Action Item: (w/Daniece) Merchandise Ideas
 - Held a meeting and will meet at next BoD
 - China chapter status
 - Held 3-4 meetings with China
 - Have Exec committee in place; covers Korea and Japan
 - Planning workshop in October; need to coordinate with any Bod members traveling to China
 - Chapter Support Strategies - Thomas/Doug K.
 - Holding chapter chair teleconference
 - Awards
 - Jim Bacher is ready to submit

➤ **Conferences**

- See report attached in email
- Have a chapter in san Diego for additional support
- Need more papers for the symposium

➤ **Technical Activities**

- Encouraging the TC to author papers for the symposium
- Need ideas on how the TC can offer Chapter Support
- Speaker/Topic List

➤ **Communications**

- June newsletter due out end of month
- There will be an article on Israel workshop

➤ **Old Business**

- No old business

➤ **New Business**

- No New business.

➤ **Adjournment**

- Meeting was adjourned at 3:01 PM CDST

Meeting Schedules

- Strategic Planning Committee
 - All VP's are included
 - Strategic planning meetings will be held the Saturday night before the June, and October BoD meetings

- Future Face to Face meetings
 - June 25-26, 2011 – Portland, OR
 - Oct 2011 – Symposium – San Diego
 - 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)
 - **2011**
 - January 4, 2011
 - February 1, 2011
 - March 1, 2011
 - April 5, 2011
 - May 3, 2011
 - June 7, 2011
 - July 5, 2011 – Canceled
 - August 2, 2011
 - September 6, 2011
 - October 4, 2011
 - November 1, 2011
 - December 6, 2011

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)*

Please note that the times **may vary** depending on the local adoption of Daylight Savings Time. ALWAYS check your local time.

Time is based on US Central time zone. (Austin, Texas)

Convenient web based planner is at <http://www.timeanddate.com/worldclock/meeting.html>

VP Conferences report

Doug Nix – 6/7/2011

Conferences

1) 2011 ISPCE San Diego

SSC is meeting twice monthly now as the conference date approaches. Regular meetings are scheduled for:

June 17, 2011

July 1, 2011

July 15, 2011

August 5, 2011

August 19, 2011

September 2, 2011

September 16, 2011

October 7, 2011

Conference call details:

2:00 PST, 3:00 MST, 4:00 CST and 5:00 EST

+1 (888) 387-8686

Passcode: 4488074

Draft MoU's have been sent to:

San Diego Chapter

San Diego Section

Orange County Section

Exhibitors and patrons are filling in fairly nicely.

We have a significant problem with paper submissions and we are not getting the support we need from the TAC. Anything that can be done to get papers flowing and reviewers volunteering would be very helpful.

We need to recruit a new TPC Chair for next year and get them involved immediately. Gary Tornquist will not be able to continue with his involvement at this level next year, nor will Bob Griffin. Please provide me with any names you may have available.

2) Other events I am just getting back up to speed with, so I don't have detailed status reports for this meeting. I will update the Board at or before the next meeting.

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Doug Nix

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