



IEEE Product Safety Engineering Society Board of Directors Meeting



Meeting Notes

Date: August 2, 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, Dan Roman, Jack Burns, Daniece Carpenter, Doug Nix, , Jim Pierce, Kevin Ravo, Tom Sefchick; Rich Pescatore;

AGENDA

Meeting called to order

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

VP Reports

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

Meeting called to order at 2:06 PM CDST
Adjourned at 2:57 PM CDST

Action items from this meeting

Continuing Action Items from Previous Meetings:

From May meeting

Need input on Distinguished Lecturer program
Need input for budget items for Awards

From Last meeting

Thomas Ha – To co-ordinate the purchase of banners for each Chapter
Daniece Carpenter, and Doug Keeley

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

Please note Meeting Schedules at end of this report

- Ø Monthly teleconference schedule Send as teleconference meetings as outlook meeting notice and e-mail
 - First Tuesday of the month (unless scheduled otherwise)

§ 2011

§ **September 13, 2011 – New Date** – Postponed from 9/6

Meeting report

- Ø Secretary's Report
 - Previous meeting minutes – review meeting report as distributed
 - Action items from this meeting will be distributed immediately after the meeting.

- Ø Past-president's Summary
 - Candidates for the Board election have been accepted. Ballots will be going out shortly
 - Voting should be finished by the start of October
 - Membership is down, year over year. This is only the second time we have a negative trend.

- A possible cause is the free membership not renewing

Ø President's Statement

- Newsletter special edition for the Symposium
 - Can send to chapter mailing list
- Noted that our financial situation relies on a good conference
- Last year symposium budget just closed out \$12 surplus
- Chapter best performance and practice
 - Document and share with all of the chapters

Ø Treasurer's Report

- Budget for last year symposium closed

VP Reports

Ø Member Activities

- Doug Nix met with Paul Wang and IEEE section office staff during a recent visit to China
 - IEEE is reviewing chapter petition
 - IEEE has experienced some issues with fraudulent petitions and chapters, so the review now takes a significantly longer time
- Still no convenient way to pay for membership in China
 - Many complaints have been registered
 - IEEE section is reviewing

Ø Conferences

- 8/2
- Approaching 2 other opportunities for Society to co-sponsor
 - UK electrical safety conference
 - Chicago solutions
- Check coordinating the staffing for PSES booth at EMC conference

Ø Technical Activities Murlin for Ivan

- No report

Ø Communications –Dan

- Investigating how to archive the newsletters
 - IEEE I/T has not provided promised resources
- Coordinating social network contacts
- Secretary on meeting minutes on website

Ø **Old Business**

- No old business

Ø **New Business**

- Jim Pierce has contacted and is encouraging labs in India to join PSES

Ø **Adjournment**

- Meeting was adjourned at 2:57 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 13, 2011 – New Date – Postponed from 9/6**
 - § 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>