



Meeting Report

Date: June 4, 2013 - Board of Directors Meeting

Committee Members:

Elya Joffe, Murlin Marks, Dan Roman, Doug Nix, Ivan VanDeWege, Thomas Ha, Jan Swart, Daniece Carpenter, Silvia Diaz Monnier, Richard Nute, Kevin Ravo, Tom Shefchick, Paul Wang, Mike Nicholls, Steli Loznen, Juha K Junkkarinen, Stefan Mozar, Bill Bisenius, Grant Schmidbauer

Guests: Dan Arnold, Jim Bacher, Mark Montrose, Gary Schremp

Participants:

Elya Joffe, Murlin Marks, Dan Roman, Daniece Carpenter, Silvia Diaz Monnier, Richard Nute, Kevin Ravo, Mike Nicholls, Steli Loznen, Juha K Junkkarinen,

Guests: Gary Schremp

AGENDA

Meeting called to order

- Welcome
- 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 4:09 PM CDST

Adjourned at 5:18 PM CDST

Action items from this meeting

06-04-2013

06.2013.01 - Thomas Ha – develop plan to market and encourage elevation to Senior Member through chapters

06.2013.02 - Elya – add topic of promoting Senior Member on June meeting

05-07-2013

- 05.2013.01 - Thomas Ha – Form a committee to handle member recognition including pin and certificate distribution
- 05.2013.02 - Thomas Ha – develop plan to market and encourage elevation to Senior Member through chapters
- 05.2013.04 - Ivan – develop ideas to help Dan with reports from each TC for the newsletter
- 05.2013.05 - Jack Burns – form a committee to consider whether PSES will continue to support iNARTE, and make recommendations to the Board; the committee will make recommendation whether to honor or withdraw; if honor how do we arrange to support

04-12-2013

- 04.2013.01 - Ivan – based on description from Murlin, consider creating a TC on the future of consumer electronics committee
- 04.2013.02 - Tom Ha – identify a person to take the role of the Awards Chair
- 04.2013.03 - Murlin to talk to Kevin regarding the history of UL for an article for the newsletter
- 04.2013.04 - Silvia to form contacts in WIE and prepare reports for the F2F meetings

03-12-2013

- 03.2013.02 - Board to reply with thoughts on need for safety engineer certification by April teleconference; discussion on value of iNARTE support in June
- 03.2013.03 - Elya will check with IEEE for multimedia training courses (IEEE e-learning or similar; SCV PSES archives) – follow up with Steve Welch by the May meeting
- 03.2013.04 – Bill to work with marketing chair to work on marketing brochure – Bill has taken ownership of brochure
- 03.2013.05 – Bill - Under member services to serve as the survey coordinator to develop conference surveys, member activities survey - report by April; survey draft by August
- 03.2013.06 – Bill – develop membership satisfaction survey; draft by September telecom
- 03.2013.07 – Bill – Develop an brief elevator pitch from the State of PSES information
5/7: Draft circulated

02-10-2013

- 02.2013.04 - Bill Bisenius and Dan Roman to collaborate on a training video by June meeting
- 02.2013.05 - Bill to develop elevator pitch for the members and for the corporate sponsors – draft by March telecom
3/12 draft completed; second draft due by April telecom
5/7: Draft circulated
- 02.2013.06 - Bill Bisenius will collect thoughts on how to market the Society and propose concepts for the March meeting. Daniece, Elya, Stefan, Kevin, Grant, Tom, Anna are bounces
Due by June face to face – concepts by April

01-08-2013

- 01.2013.05 - Murlin to explore the logistics of the certificates and pin distribution and report by March meeting – defer to May meeting
- 01.2013.07 – Thomas – Establish a plan for the Chapter Leadership meeting for the Austin Symposium

12-11-2012

12.2012.02 - All BoD members – comments on Named Awards proposals - (add to minutes Kevin to approach UL on Merrill award - comments received; proposal made to UL (Feb, 2013)

12.2012.03 - all Bod members – thoughts on how to approach companies for an award endowment by October meeting

11/04/2012

11.2012.02 – Stelli – Write report on Israel workshop held in August – Item completed and closed

11.2012.05 – Stelli – Work to set meeting with IMQ to explore joint activities to increase membership in Europe – Item completed and closed

11.2012.13 –Tom Ha – focal for seeking candidate for awards coordinator – Tom to contact Doug Kealey by March telecom

10/02/2012

10.2012.01- Doug Nix - Event volunteer policy – propose to get sweat equity credit; need to consider – BoD members to email Doug Nix with your thoughts - need report by Doug Nix by March telecom

10.2012.02- Doug Nix - Mentoring program proposal – attendees of writing class wanted mentors to help them with their writing – led to see about IEEE mentor program which need so be revitalized; have proposal to review – (3/12) IEEE is revamping their program, and will not have anything until later this year – (4/2) expecting marketing materials from IEEE

10.2012.03- Ivan – make sure that the TAC meetings at the Symposium are advertised, perhaps an e-blast

9/04/2012

09.2012.01 - Tom Ha/ Doug Kealey - Follow up on Atlanta Chapter status with Atlanta leaders. Need report by March telecon

09.2012.03 - Rich Nute / Elya - Follow up with U.S. Nuclear Regulatory Agency contact. Need report by March telecon

7/31/2012

07.2012.01 – Doug Nix - Form a subcommittee to set some criteria on poster sessions, PowerPoint; experiments, etc. during a conference or symposium - subcommittee is formed; details are being discussed

07.2012.05 – Ivan – Begin preparations to form a representative advisory committee for all representatives to various contacts and organizations

6/23/2012

06.2012.04 – Thomas Ha – investigate IEEE fee reduction for large group sign-up for membership fees

06.2012.08 – Doug Nix - Conference – check with Anna – if we have A/V; what does it take to record some of the presentation? Transfer to next symposium in Austin, 2013

06.2012.13 – Thomas Ha to identify potential GOLD board members. Remove current GOLD member for non-attendance. – report needed by March telecon

01/2012

01.12.a – Thomas Ha - Distinguished Lecturer program – need to work on developing program – would like to have a preliminary plans by June, 2013

01.12.b – Doug Nix – make a template for announcements for Chapter sponsored workshops - Due by June, 2013

Meeting report

Call to Order, Introductions/Opening Remarks

Consent Agenda Motions

- Approval of Agenda - Motion made to accept, seconded, motion passed
- Approve Secretary's Report – May 2013 Telecon minutes; Motion made to accept, seconded, motion passed

Past President's Summary

- Election report – candidates have been nominated and all is on track
- MOU with sister societies – working to complete
- Paper review for symposium – on track to complete
- Discussed the Chapter coordination

President- Elect's Statement

- Consumer Electronics Society will be having a meeting in the Santa Clara area which will be a joint meeting with PSES chapter
- Discussed opportunities for cooperation with other Societies

President's Statement:

- Society review
 - Responses were accepted, recommendation is that we become a full society
 - Likely to be on the consent agenda, expect no issues
- Strategic planning
 - Session to be held at the next face to face meeting
 - Draft update to be sent out before the meeting
 - All BoD to consider the strategic goals; metrics for goals;
 - *Discuss New Strategic Goals*
 - *Approval of Strategic Goals as amended in the February BoD Meeting*
 - *Addition of 5th Goal: "Development of Financial Resources"*
 - *Addition of 6th Goal: "Create and develop a long term leadership and succession plan"*
- Global outreach
 - Reliability Society Conference
 - Will be attending the reliability society conference
 - Will give workshop talk on risk acceptance
 - Will be technical co-sponsors

Treasurer's Report

- No report

VP Reports

VP Communication Services

- Newsletter status
 - Have articles for the next newsletter
 - Stelli has furnished an article about the Israel conference

VP Conferences

- Hubvents
 - Used at the last symposium with mixed results
 - Investigated the use for this symposium – quote \$1250 for basic, \$2000 for upgrade
 - Symposium committee decided that the money would be better spent, and function could be done other way
 - Bring it to the attention of the board that it could have been communicated better to the symposium Committee
- Argentina workshop
 - Oct 28 to Nov 1 week
 - Having issues booking the room

VP Technical Services

- No report

VP Member Services

- No report

Old/Unfinished Business

- Consumer Reports Appliance Fire article – Ad-Hoc Committee update
 - no update
- No other old business discussed

New Business

- Open floor for comments
 - Israel workshop postponed to later in November or early December
 - Possibility of cooperation with CB Scheme IECEEE

- Perhaps the possibility of certification?
- Information on hotel for Vancouver meeting will be sent tomorrow

Summary of Financial Impact of Approved Motions

- No such motions

Action Items (old and new) Review –

- Elya asked everyone to review the action items (see Page 1 & 2) to mark them off or address them before our next meeting.
- Provide Elya and/or Daniece with your updates

Closing Remarks

- Next Face to Face (F2F) meetings
 - Locations for 2013 BoD meetings:
 - 6/2013: Vancouver, BC, Canada (w/CSA)
 - 10/2013: Austin, Tx
 - Next teleconference will be June 4, 2013
- Adjournment
 - Meeting was adjourned at 3:47 PM CDST.

Meeting Schedules

- Strategic Planning Committee
 - All VP's are included
 - Strategic planning meetings will be held the Monday after the February BoD meeting.

- **2013 Face to Face** meetings
 - 9-11 Feb, 2013 – Santa Clara, CA
 - Feb 9 – ExCom meeting
 - Feb 10 – Board meeting
 - Feb 11 – Strategic Planning meeting
 - 22-23 June, 2013 – Vancouver, BC Canada
 - June 22 – ExCom meeting
 - June 23 – Board meeting
 - June 21 (Friday) – workshop with CSA could be a possibility
 - 5-6 October, 2013 – Symposium – Austin, TX
 - Sunday before the symposium
 - Oct 5 – ExCom meeting
 - Oct 6 – Board meeting

- **Monthly teleconference** schedule
 - Teleconference meetings sent as outlook meeting notice and e-mail
 - First Tuesday of the month (unless scheduled otherwise)
 - **2013**
 - January 8
 - February 5 – no teleconference to be held
 - March 5 - Postponed to March 12
 - April 2
 - May 7
 - June 4
 - July 2
 - August 6
 - September 3
 - October 1
 - November 5
 - December 3
 - If you cannot attend, please send a report of your activities and update to any action items

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 - 7 AM (Wednesday) - Beijing, China – 4 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>