



Meeting Notes

Date: April 1, 2014 - Board of Directors Meeting

Committee Members:

Kevin Ravo, Elya Joffe, Dan Roman, Ivan VanDeWege, Thomas Ha, Jan Swart, Daniece Carpenter, Silvia Diaz Monnier, Richard Nute, Paul Wang, Mike Nicholls, Steli Loznen, Juha K Junkkarinen, Stefan Mozar, Bill Bisenius, Grant Schmidbauer, Jack Burns, Mark Maynard, Doug Nix,
Guests: Murlin Marks; Rob Reilly

Participants:

Kevin Ravo, Elya Joffe, Dan Roman, Ivan VanDeWege, Thomas Ha, Daniece Carpenter, Richard Nute, Mike Nicholls, Steli Loznen, Juha K Junkkarinen, Grant Schmidbauer, Mark Maynard, ,
Guests: Murlin Marks

Next Meeting: *(Please refer to the Meeting Schedules page for a full list of scheduled meetings)*

Teleconference: 2014 2 PM Central US

- June 3

Face to Face: May 3-4, 2014; San Jose, CA

Meeting called to order at 2:03 PM CDST

Adjourned at 3:46 PM CDST

Action items from this meeting

Please see the PSES Dashboard for Action Items

- Ivan to Request to send status report on iNARTE
- Dan to send detailed instructions with screen shots on how to update the Dashboard

Action Items have been added to the Dashboard.

Meeting report

Call to Order, Introductions/Opening Remarks

Consent Agenda Motions

- Approval of Agenda - Motion made to accept, no comments or objections ; motion passed
 - Added discussion on Transportation Society
- Secretary's Report – minutes of March 4, 2014 meeting; no comments or objections; motion passed

Past President's Summary

- N&A Committee
 - Candidates for Adcom – need 6 candidates
 - Committee formed Elya Joffe, Chair, Silvia Diaz Monnier, Assiz (Long Island); Henry Benitz
 - Preparing eblast to members; form for nominations to be sent by eblast
 - Will begin nomination solicitation by April 15;
 - Solicited nominations from outgoing Directors reaching the end of their term
 - Have received a list of names for nomination
 - For additional nominations, nomination form to be completed and sent to Elya
 - Will have poster for symposium and will make an announcement at awards ceremony
 - Candidates for Officers
 - For term beginning Jan 1 2015; election to be held at last face to face meeting this year
 - Note that President-elect must come from the Board, but the other officers do not need to be on the Board
- Bylaws and constitution
 - Review by IEEE is complete
- FinCom
 - Finance report submitted by Jan

President Statement

- Reports from VPs
- Updates on Dashboard
 - Walked through the process to update
 - Action Items – have been updated, removing all items older than 6 months
 - Conference – add any conferences
 - Liaisons – add updates to liaisons
- Strategic Plan Process
 - Next steps – review prioritization from March meeting
 - Insert report here
 - Will have a work session in F2F



Strategic Goals only
work sheets after ran

- Report:
- Transportation electrification Initiative
 - An IEEE initiative
 - Will need to discuss the role that PSES can play aside from financial

Treasurer's Report

- Status of finances
 - Behind on income from memberships
- Funding for 2015 budget from VP
- 2014 funds allocated – need estimates that will be used.
 - Have budget available for VP expenses
 - Need items and estimates by the end of the month for 2015

FinCom Report

- Fincom Report

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Finance Meeting
Update- BOD meeting

- Report:

VP Reports

VP Technical Services

- iNARTE PSE Certification Committee
 - Status : Discussed situation with iNARTE
 - Ivan to Request to send status report on iNARTE
- Reorganization of TA per BoD resolution
 - Motion presented for reorganization of tech committee
 - Circulated Motion for review – no questions
 - No objections; motion passed



Motion - TAC
Re-organization.doc

- Motion:
- Presence and visibility in ISPCE 2013
 - Will have a poster of org chart; contact form for recruitment for positions and TACs

VP Communication Services

- Newsletter Content
 - Newsletter went out – previously added link to newsletter, but not a lot of traffic; this time attached a PDF of the newsletter
 - No technical articles were submitted
 - One idea to generate articles is to recruit volunteers to write articles based on the symposium presentations
- IEEE tool to send eblast has been upgraded so it is now easier to send HTML messages
- Marketing and Publicity
 - Ad in newsletter for volunteers for various positions
- CE Society Magazine
 - Received one comment from PSES members -

VP Conferences

- ISPCE 2014 Symposium Publicity and Preparations
 - Financials are on track
 - Emphasis on registrations – target is to exceed 200
 - Technical program
 - Have all of the paper slots full
 - EMC workshop slots are full
 - Have one keynote on 3D printing
 - Second keynote needs confirmation with abstract – wearable technology on Tuesday afternoon
 - Schedule will include
 - Robotics team from local competition on Tuesday
 - Awards ceremony
 - Closing ceremony with prizes
 - Hoping for a Google car, Tesla car

VP Member Services

- An increase of 1.6% in members for last month
- Senior membership campaign during symposium
- Will develop some material for recruitment
- Current memberships
 - 819 members
 - 2700 members on LinkedIn
 - What is the best method to convert to PSES memberships?
- Finalized the email campaigns with 3 letters
 - New member welcome
 - Returning member thank you
 - Potential members recruitment
- Alternate membership
 - e-membership – working with IEEE on defining terms
 - Will have information on rate and advantages/disadvantages

- Symposium presence
 - Posters for symposium – Mike Nicholls will give content
- Senior Member Initiative/Campaign
 - Session at ISPCE?
 - At the Chapter meeting, have presentation
- Awards
 - Had proposed that current VP get award, but will get at end of term
 - Will circulate list for comments – reply by Thursday
- Chapter Coordination meeting
 - Planning a Telecom on April 14
- Chapter of the Year Award
 - Local chapters should send their applications in
- Awards solicitation campaign, 2014
 - Propose awards for
 - Founders – after 10 years in society;
 - List of people in EMC-TC108
 - Rich Georgerian for service
 - Dan Roman for newsletter
 - Past chapter chairs for an acknowledgment
 - Will have an article for the newsletter

Talked about what funding the Society could provide financial support?

Old/Unfinished Business

- No other old business discussed

New Business

- Discussion on Transportation Society

Summary of Financial Impact of Approved Motions

- No such motions

Next meetings

- Face to Face (F2F)
 - Location: San Jose, CA
 - Dates:
 - May 3 – ExCom
 - May 4 – BoD
- Teleconference
 - Tuesday, April 1, 2014

Concluding Remarks

Adjournment

- Meeting was adjourned at 3:46 PM CT.

Meeting Schedules

- **2014 Face to Face meetings**
 - 8-9 Feb, 2014 – Chicago (Venue for 2015 Symposium)
 - Feb 8 – ExCom meeting
 - Feb 9 – Board meeting
 - 3-4 May – Symposium – San Jose
 - May 3 – ExCom meeting
 - May 4 – Board meeting
 - 25-26 Oct. – Long Island
 - Oct 25 – ExCom meeting
 - Oct 26 – Board meeting

- **Monthly teleconference schedule**
 - Teleconference meetings sent as outlook meeting notice and e-mail
 - First Tuesday of the month (unless scheduled otherwise)
 - **2014**
 - January 7, 2014
 - February 4 – *teleconference canceled*
 - March 4
 - April 1
 - May 6
 - June 3
 - July 1
 - August 5
 - September 2
 - October 7
 - November 4
 - December 2
 - Please send a report of your activities and update to any action items to circulate before the meeting

Time :

US Time: 3 PM ET - 2 PM CT - 1 PM MT - 12 PM (noon) PT -
Tel Aviv, Israel - 10 PM - Buenos Aires – 5 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.

Daylight Savings Time

2014 Schedule

Begins – March 9, 2014

Ends – November 2, 2014

Time for the conference call is based on **US Central time zone. (Austin, Texas)**

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