

IEEE-SA STANDARDS BOARD MEETING
MINUTES
25 March 2010
IEEE Operations Center, Piscataway, New Jersey, USA
9:00 a.m. – 3:00 p.m.

Attendees:

Chair:

Bob Grow

Past Chair:

Steve Mills

Secretary:

Judith Gorman

Members:

Karen Bartleson

Victor Berman

Ted Burse

Clint Chaplin

Andy Drozd

Alex Gelman, TAB Representative

Jim Hughes

Rich Hulett

Young Kyun Kim

John Kulick

David Law

Hung Ling

Oleg Logvinov

Ted Olsen

Ron Petersen

Tom Prevost

Jon Rosdahl

Mike Seavey

Curtis Siller

Don Wright

Satish Aggarwal, NRC Representative

Dick DeBlasio, DOE Representative

Michael Janezic, NIST Representative

Joseph Koepfinger, Member Emeritus

Members Absent:

Sam Sciacca

Staff:

Bill Ash
Kim Breitfelder
Matt Ceglia
Kathryn Cush
Terry deCourcelle
Tricia Gerdon
Rona Gertz
Jodi Haasz
Mary Ellen Hanntz
Yvette HoSang
Noelle Humenick
Karen Kenney
Soo Kim
Mike Kipness
Bob LaBelle
Juanita Lewis
Luigi Napoli
Mary Lynne Nielsen
Maira Patterson
Dave Ringle, Recording Secretary
Rudi Schubert
Susan Tatiner
Cherry Tom
Sue Vogel
Jerry Walker
Mary Ward-Callan
Lisa Yacone
Malia Zaman

IEEE Outside Legal Counsel:

Michael Lindsay, part-time via phone
Claire Topp

Guests:

Paul Eastman
Jean-Philippe Faure
Roger Fujii
Paul Houzé
Susan Hoyler
Bruce Kraemer
Jim Moore
Paul Nikolich
Glenn Parsons
Mel Sanders
Howard Wolfman

Chair Grow called the meeting to order at 9:00 a.m. There was a round of introductions by all present.

2 Agenda

2.1 Approval of Agenda

There was a motion to approve the agenda. The motion was unanimously approved.

{Please see the linked agenda for the presentations given during the SASB meeting.}

2.2 Consent Agenda

2.2.1 AudCom Recommendations

Accepted (*standards work authorized*):

- APS/P – Antennas and Propagation Society/Propagation
(Conditional approval based on clarification being made as to which set of election/appointment procedures will be used in Section 3.1)
- C/SI – Simulation Interoperability Standards Organization
- IM – Instrumentation and Measurement
- SCC18 – National Fire Protection Association Standards
- UFFC – Ultrasonics, Ferroelectrics and Frequency Control

Visibly Under Development (*standards work authorized*):

- NPS – Nuclear and Plasma Sciences
- VT/RT – Vehicular Technology/Rail Transit
- AES/GA – Aerospace and Electronic Systems/Gyro Accelerometer

Remain Visibly Under Development (*standards work authorized*):

- EMC/SDCom – Electromagnetic Compatibility Society/Standards Development Committee
- SASB/SCC31 – Automatic Meter Reading and Energy Management

2.2.2 NesCom Recommendations

Administrative Withdrawals

IEEE Power & Energy Society/Transformers

PC57.151

Guide for Sound Level Measure Guide for Liquid Filled and Dry Type Transformers and Reactors

IEEE Industry Applications Society/Petroleum & Chemical Industry

P1683

Guide for Specifying Motor Control Centers Rated up to 600 V AC or 1000 V DC with Features Intended to Reduce Electrical Hazards While Performing Defined Operations

IEEE Power & Energy Society/Surge Protective Devices/Low Voltage

PC62.44

Guide for the Application of Low-Voltage (1000 Volts rms or Less) Surge Protective Devices Used on Secondary Distribution Systems (Between the Transformer Low-Voltage Terminals and the Line Side of the Service Entrance Panel)

Withdrawal Requests

IEEE Computer Society/Software & Systems Engineering Standards Committee

P15026

Standard for Systems and Software Engineering – Systems and Software Assurance

Recommendation: Approve PAR withdrawal.

P24748

Systems and Software Engineering – Guide for Life Cycle Management

Recommendation: Approve PAR withdrawal.

IEEE Engineering in Medicine and Biology Society/11073 Committee

P11073-10443

Standard for Health Informatics – Personal Health Device Communication – Device Specialization – Physical Activity Monitor

Recommendation: Approve PAR withdrawal.

Modified PARs

IEEE Computer Society/Software & Systems Engineering Standards Committee

P14102

Adoption of ISO/IEC 14102:2008 Information Technology – Guideline for the Evaluation and Selection of CASE Tools

Recommendation: Approve modified PAR until December 2013

IEEE Engineering in Medicine and Biology Society/11073 Committee

P11073-10406

Standard for Health informatics – Personal Health Device Communication – Device Specialization – Basic Electrocardiograph (ECG) (1 to 3-lead ECG)

Recommendation: Approve modified PAR until December 2012

IEEE Power & Energy Society/Nuclear Power Engineering

P7-4.3.2

Standard Criteria for Digital Computers in Safety Systems of Nuclear Power Generating Stations

Recommendation: Approve modified PAR until December 2010

P933

Guide for the Definition of Reliability Program Plans for Nuclear Generating Stations and Other Nuclear Facilities

Recommendation: Approve modified PAR until December 2012

IEEE Power & Energy Society/Stationary Batteries Committee

P1635

Guide for the Ventilation and Thermal Management of Batteries for Stationary Applications

Recommendation: Approve modified PAR until December 2012

IEEE Power & Energy Society/Substations

PC37.122

Standard for High Voltage Gas-Insulated Substations Rated above 52 kV

Recommendation: Approve modified PAR until December 2010

IEEE Power & Energy Society/Switchgear

PC37.082

Standard Practice for the Measurement of Sound Pressure Levels of Outdoor Circuit-Breakers

Recommendation: Approve modified PAR until December 2012

IEEE Power & Energy Society/Transmission and Distribution

P1036

Guide for Application of Shunt Power Capacitors

Recommendation: Approve modified PAR until December 2010

IEEE Power & Energy Society/Transformers

P65700-19-03

Standard for Bushings for DC Application

Recommendation: Approve modified PAR until December 2011

IEEE Vehicular Technology Society/Intelligent Transportation Systems

P1609.1

Standard for Wireless Access in Vehicular Environments (WAVE) – Resource Manager

Recommendation: Approve modified PAR until December 2012

P1609.2

Standard for Wireless Access in Vehicular Environments – Security Services for Applications and Management Messages

Recommendation: Approve modified PAR until December 2012

P1609.3

Standard for Wireless Access in Vehicular Environments (WAVE) – Networking Services

Recommendation: Approve modified PAR until December 2012

P1609.4

Standard for Wireless Access in Vehicular Environments (WAVE) – Multi-Channel Operation

Recommendation: Approve modified PAR until December 2012

Extension Requests

IEEE Computer Society/Software & Systems Engineering Standards Committee

P1012

Standard for System and Software Verification and Validation

Recommendation: Approve request for an extension until December 2012

IEEE Power & Energy Society/Substations

P980

Guide for Containment and Control of Oil Spills in Substations

Recommendation: Approve request for an extension until December 2013

IEEE Vehicular Technology Society/Intelligent Transportation Systems

P1609.0

Trial-Use Standard for Wireless Access in Vehicular Environments (WAVE) – Architecture

Recommendation: *Approve request for an extension until December 2012*

New PARs

IEEE Computer Society/Information Assurance

P1817

Standard for Consumer-ownable Digital Personal Property

Recommendation: *Conditionally approve new PAR until December 2014 contingent upon working group information being added to the PAR form*

IEEE Computer Society/Local and Metropolitan Area Networks

P802.1AXbk

IEEE Standard for Local and Metropolitan Area Networks – Link Aggregation Amendment: Protocol Addressing

Recommendation: *Approve new PAR until December 2014*

P802.3bg

IEEE Standard for Information Technology – Telecommunications and Information Exchange Between Systems – Local and Metropolitan Area Networks – Specific Requirements Part 3: Carrier Sense Multiple Access with Collision Detection (CSMA/CD) Access Method and Physical Layer Specifications
Amendment: Physical Layer and Management Parameters for Serial 40 Gb/s Ethernet Operation Over Single Mode Fiber

Recommendation: *Approve new PAR until December 2014*

P802.15.4-2006/Cor 1

IEEE Standard for Information Technology – Telecommunications and Information Exchange Between Systems – Local and Metropolitan Area Networks – Specific Requirements – Part 15.4: Wireless Medium Access Control (MAC) and Physical Layer (PHY) Specifications for Low Rate Wireless Personal Area Networks (WPANs) – Corrigendum 1

Recommendation: *Approve new PAR until December 2014*

P802.23

Standard for Local and Metropolitan Area Networks – Emergency Services for Internet Protocol (IP) Based Citizen to Authority Communications

Recommendation: *Approve new PAR until December 2014*

IEEE Computer Society/Test Technology

P1149.1.1

Standard for Test Access Port Interface for Connection to Test Data Registers

Recommendation: *Conditionally approve new PAR until December 2014 contingent upon working group information being added to the PAR form*

IEEE Communications Society/Standards Committee

P1901.2

Standard for Low Frequency (less than 500 kHz) Narrow Band Power Line Communications for Smart Grid Applications

Recommendation: *Approve new PAR as modified until December 2014*

IEEE Dielectrics and Electrical Insulation Society/Standards Committee

P1820

Draft Guide on the Selection of Transmission and Distribution Insulators with Respect to Cold Weather Conditions

Recommendation: Conditionally approve new PAR until December 2014 contingent upon the word 'Draft' being removed from the title

IEEE Engineering in Medicine and Biology Society/11073 Committee

P11073-10413

Standard for Health Informatics – Personal Health Device Communication – Device Specialization - Respiration Rate Monitor

Recommendation: Approve new PAR until December 2014

IEEE Engineering in Medicine and Biology Society/Standards Committee

P2010

Recommended Practice for Neurofeedback Systems

Recommendation: Defer new PAR until April NesCom Continuous Processing Meeting due to lack of response to comments

IEEE Industry Applications Society/Petroleum & Chemical Industry

P60079-30-1

Standard for Explosive Atmospheres – Part 30-1: Electrical Resistance Trace Heating – General and Testing Requirements for Industrial Applications

Recommendation: Approve new PAR until December 2014

P60079-30-2

Standard for Explosive atmospheres – Part 30-2: Electrical Resistance Trace Heating – Application Guide for Design, Installation and Maintenance for Industrial Applications

Recommendation: Approve new PAR until December 2014

IEEE Power & Energy Society/Insulated Conductors

P400.4

Guide for Field-Testing of Shielded Power Cable Systems Rated 5kV and Above with Damped Alternating Current Voltage (DAC)

Recommendation: Approve new PAR until December 2014

IEEE Power & Energy Society/Nuclear Power Engineering

P1819

Standard for Risk-Informed Categorization and Treatment of Electrical and Electronic Equipment at Nuclear Power Generating Stations and Other Nuclear Facilities

Recommendation: Approve new PAR until December 2014

IEEE Power & Energy Society/Power System Relaying

PC37.241

Guide for Application of Optical Instrument Transformers for Protective Relaying

Recommendation: Approve new PAR until December 2014

IEEE Power & Energy Society/Surge Protective Devices/Low Voltage

PC62.44

Guide for the Application of Low-Voltage (1000 Volts rms or Less) Surge Protective Devices Used on Secondary Distribution Systems (Between the Transformer Low-Voltage Terminals and the Line Side of the Service Entrance Panel)

Recommendation: Approve new PAR until December 2014

IEEE Power & Energy Society/Substations

P1821

Guide for Usage of Design Tools for Power Electronic Building Blocks (PEBB) and PEBB Based Systems

Recommendation: Approve new PAR until December 2014

IEEE Power & Energy Society/Transformers

PC57.155

Guide for Interpretation of Gases Generated in Natural Ester and Synthetic Ester Immersed Transformers

Recommendation: Approve new PAR until December 2014

IEEE Reliability Society/IEEE Reliability

P1467

Standard for Reliability Growth

Recommendation: Defer new PAR until June NesCom meeting to clarify information on the PAR form

PARs for the Revision of Standards

IEEE Computer Society/Information Assurance

P1667

Standard for Discovery, Authentication, and Authorization in Host Attachments of Storage Devices

Recommendation: Approve PAR for the revision of a standard until December 2014

IEEE Engineering in Medicine and Biology Society/11073 Committee

P11073-10417

Standard for Health Informatics – Personal Health Device Communication Part 10417: Device Specialization – Glucose Meter

Recommendation: Approve PAR for the revision of a standard until December 2014

P11073-10441

Standard for Health Informatics – Personal Health Device Communication – Part 10441: Device Specialization – Cardiovascular Fitness and Activity Monitor

Recommendation: Approve PAR for the revision of a standard until December 2014

IEEE Power & Energy Society/Nuclear Power Engineering

P420

Standard for the Design and Qualification of Class 1E Control Boards, Panels, and Racks Used in Nuclear Power Generating Stations

Recommendation: Approve PAR for the revision of a standard until December 2014

P1289

Guide for the Application of Human Factors Engineering in the Design of Computer-Based Monitoring and Control Displays for Nuclear Power Generating Stations and Other Nuclear Facilities

Recommendation: Approve PAR for the revision of a standard until December 2014

IEEE Power & Energy Society/Transformers

PC57.12.38

Standard for Pad-Mounted-Type, Self-Cooled, Single-Phase Distribution Transformers; High Voltage, 34 500 GrdY/19 920 V and Below, Low Voltage, 480/240 V; 250 kVA and Smaller

Recommendation: Approve PAR for the revision of a standard until December 2014

PC57.13

Standard Requirements for Instrument Transformers

Recommendation: Approve PAR for the revision of a standard until December 2014

PC57.120

Guide for Loss Evaluation of Distribution and Power Transformers and Reactors

Recommendation: Approve PAR for the revision of a standard until December 2014

2.2.3 RevCom Recommendations

NEW

P605a/D3 (PE/SUB) Guide for Bus Design in Air Insulated Substations – Amendment 1

Recommendation: APPROVE

P627/D3c (PE/NPE) Standard for Qualification of Equipment Used in Nuclear Facilities

Recommendation: APPROVE

P802.1Qau/D2.5 (C/LM) Standard for Local and Metropolitan Area Networks – Virtual Bridged Local Area Networks – Amendment: Congestion Notification

Recommendation: APPROVE

P802.17c/D2.1 (C/LM) Information Technology – Telecommunications and Information Exchange Between Systems – Local and Metropolitan Area Networks – Specific Requirements – Part 17: Resilient Packet Ring (RPR) Access Method and Physical Layer Specifications – Amendment 2: Protected Inter-Ring Connection

Recommendation: APPROVE

P802.20.2/D2.0 (C/LM) Standard for Conformance to IEEE P802.20 Systems Protocol Implementation Conformance Statement (PICS) Proforma

Recommendation: APPROVE

P802.20.3/D2.2 (C/LM) Standard for Minimum Performance Characteristics of IEEE P802.20 Terminals and Base Stations/Access Nodes

Recommendation: APPROVE

P1451.7/D1.3 (IM/ST) Standard for a Smart Transducer Interface for Sensors and Actuators – Transducers to Radio Frequency Identification (RFID) Systems Communication Protocols and Transducer Electronic Data Sheet Formats

Recommendation: APPROVE

P1616a/D4 (VT/LT) Standard for Motor Vehicle Event Data Recorders (MVEDRs) – Amendment 1: Motor Vehicle Event Data Recorder Connector Lockout Apparatus (MVEDRCLA)

Recommendation: APPROVE

P11073-30400/D12 (EMB/11073) Standard for Health Informatics – Point-of-Care Medical Device Communication – Interface Profile – Cabled Ethernet

Recommendation: Conditionally approve

There was a motion to recommend conditional approval conditional on satisfactory legal review.

PC95.3.1/D3.18 (SCC39) Recommended Practice for Measurements and Computations of Electric, Magnetic, and Electromagnetic Fields with Respect to Human Exposure to Such Fields, 0 - 100 kHz

Recommendation: APPROVE

REVISION

P269/D9.2 (COM/TA&OS) Standard Methods for Measuring Transmission Performance of Analog and Digital Telephone Sets, Handsets, and Headsets

Recommendation: APPROVE

P1277/D7 (PE/TR) Standard General Requirements and Test Code for Dry-Type and Oil-Immersed Smoothing Reactors for DC Power Transmission

Recommendation: APPROVE

P1413/D2 (RS/SC) Standard Framework for Reliability Prediction of Hardware

Recommendation: APPROVE

P1516/D5 (C/SI) Standard for Modeling and Simulation (M&S) High Level Architecture (HLA) – Framework and Rules

P1516.1/D5 (C/SI) Standard for Modeling and Simulation (M&S) High Level Architecture (HLA) – Federate Interface Specification

P1516.2/D5 (C/SI) Standard for Modeling and Simulation (M&S) High Level Architecture (HLA) – Object Model Template (OMT) Specification

Recommendation: APPROVE as a co-contingent group

There was a motion to recommend approval as a co-contingent group of P1516, P1516.1, and P1516.2.

P1850/D5 (C/DA) Standard for Property Specification Language (PSL)

Recommendation: APPROVE

PC62.35/D12 (PE/SPDLV) Standard Test Methods for Avalanche Junction Semiconductor Surge-Protective Device Components

Recommendation: APPROVE

REAFFIRMATION

259-1999 (R2004) (PE/TR) IEEE Standard Test Procedure for Evaluation of Systems of Insulation for Dry-Type Specialty and General-Purpose Transformers

Recommendation: APPROVE

260.1-2004 (SASB/SCC14) IEEE Standard Letter Symbols for Units of Measurement (SI Units, Customary Inch-Pound Units, and Certain Other Units)

Recommendation: APPROVE

352-1987 (R2004) (PE/NPE) IEEE Guide for General Principles of Reliability Analysis of Nuclear Power Generating Station Safety Systems

Recommendation: APPROVE

802.16.2-2004 (C/LM) IEEE Recommended Practice for Local and Metropolitan Area Networks – Coexistence of Fixed Broadband Wireless Access Systems

Recommendation: APPROVE

1228-1994 (R2002) (C/S2ESC) IEEE Standard for Software Safety Plans

Recommendation: APPROVE

1431-2004 (AES/GA) IEEE Standard Specification Format Guide and Test Procedure for Coriolis Vibratory Gyros

Recommendation: APPROVE

1521-2003 (BTS/AVTech) IEEE Standard for Measurement of Video Jitter and Wander

Recommendation: APPROVE

1568-2003 (VT/RT) IEEE Recommended Practice for Electrical Sizing of Nickel-Cadmium Batteries for Rail Passenger Vehicles

Recommendation: APPROVE

1616-2004 (VT/LT) IEEE Standard for Motor Vehicle Event Data Recorders (MVEDRs)

Recommendation: APPROVE

11073-30300-2004 (EMB/11073) Standard for Health Informatics – Point-of-Care Medical Device Communication – Part 30300: Transport Profile – Infrared Wireless

Recommendation: APPROVE

C37.90.2-2004 (PE/PSR) IEEE Standard for Withstand Capability of Relay Systems to Radiated Electromagnetic Interference from Transceivers

Recommendation: APPROVE

C57.144-2004 (PE/TR) IEEE Guide for Metric Conversion of Transformer Standards

Recommendation: APPROVE

C62.37-1996 (R2002) (PE/SPDLV) IEEE Standard Test Specification for Thyristor Diode Surge Protective Devices

Recommendation: APPROVE

C135.20-1998 (PE/T&D) IEEE Standard for Zinc-Coated Ferrous Insulator Clevises for Overhead Line Construction

Recommendation: APPROVE

STABILIZATION

1320.1-1998 (R2004) (C/S2ESC) IEEE Standard for Functional Modeling Language – Syntax and Semantics for IDEF0

Recommendation: APPROVE

1320.2-1998 (R2004) (C/S2ESC) IEEE Standard for Conceptual Modeling Language – Syntax and Semantics for IDEF1X97 (IDEFobject)

Recommendation: APPROVE

5-YEAR LIST

C/PA

1003.13-2003 IEEE Standard for Information Technology – Standardized Application Environment Profile (AEP) – POSIX Realtime and Embedded Application Support

Sponsor states that a reaffirmation ballot is in progress.

Recommendation: Extend until December 2010.

1003.26-2003 IEEE Standard for Information Technology – Portable Operating System Interface (POSIX) – Part 26: Device Control Application Program Interface (API) [C Language]

Sponsor states that a reaffirmation ballot is in progress.

Recommendation: Extend until December 2010.

IM/ST

1451.3-2003 IEEE Standard for a Smart Transducer Interface for Sensors and Actuators – Digital Communication and Transducer Electronic Data Sheet (TEDS) Formats for Distributed Multidrop Systems

Recommendation: Administrative withdrawal.

PE/ED&PG

690-2004 IEEE Standard for the Design and Installation of Cable Systems for Class 1E Circuits in Nuclear Power Generating Stations

Recommendation: Extend until December 2010.

958-2003 IEEE Guide for Application of AC Adjustable-Speed Drives on 2400 to 13,800 Volt Auxiliary Systems in Electric Power Generating Stations

Sponsor states that a reaffirmation ballot is in progress.

Recommendation: Extend until December 2010.

PE/T&D

987-2001 IEEE Guide for Application of Composite Insulators

Sponsor concurs with administrative withdrawal.

Recommendation: Administrative withdrawal.

1025-1993 (R1999) IEEE Guide to the Assembly and Erection of Concrete Pole Structures

Sponsor states that a reaffirmation ballot is in progress.

Recommendation: Extend until December 2010.

1308-1994 (R2001) IEEE Recommended Practice for Instrumentation: Specifications for Magnetic Flux Density and Electric Field Strength Meters – 10 Hz to 3 kHz

Sponsor states that a reaffirmation ballot is in progress.

Recommendation: Extend until December 2010.

PEL/SC

1573-2003 IEEE Recommended Practice for Electronic Power Subsystems: Parameters, Interfaces, Elements, and Performance

Sponsor states that a new working group chair has been identified and a revision PAR will be submitted shortly.

Recommendation: Extend until December 2010.

2.2.4 Reconfirmation of Category D Liaisons

In accordance with subclause 7.2.7 of the *IEEE-SA Standards Board Operations Manual*, below please find a list of all of the IEEE Category D Liaisons to IEC Working Groups, Project Teams, and/or Maintenance Teams that need to be reconfirmed for the year 2010.

Information about Category D Liaisons can be found on the IEEE-SA International Program website at http://standards.ieee.org/intl/cp_establish.html#CatD and in subclause 7.2 of the *IEEE-SA Standards Board Operations Manual* (<http://standards.ieee.org/guides/opman/sect7.html#7.2>).

IEEE Committee	Organization	Contact
Electromagnetic Compatibility Society/Standards Development Committee	IEC SC77B - High frequency phenomena/WG10 - Immunity to radiated electromagnetic fields and to conducted disturbances induced by these fields	Zhong Chen
Industry Applications Society/Petroleum and Chemical Industry Technical Committee/IEEE P1713	IEC TC18 - Electrical installations of ships and of mobile and fixed offshore units/MT26 - PT60092-51	Kevin Peterson
Industry Applications Society/Petroleum and Chemical Industry Technical Committee	IEC TC31 - Electrical Apparatus for Explosive Atmospheres/MT 60079-15 & MT 60079-7	Paul Hamer/Rob Robertson
Nanotechnology Council/Standards Committee	IEC TC113 - Nanotechnology standardization for electrical and electronic products and systems/WG3 - Performance of Nanomaterials for Electrotechnical Components and Systems	Dan Gamota
Power Engineering Society/Energy Development & Power Generation Committee/Hydroelectric Power Subcommittee	IEC TC4 - Hydraulic Turbines	Randy Groves
Power Engineering Society/Insulated Conductors Committee	IEC TC20 - Electric Cables/WG16 - High voltage cables & WG18 - Burning characteristics of electric cables	Ken Bow
Power Engineering Society/Nuclear Power Engineering Committee	IEC SC45A - Instrumentation and Control of Nuclear Facilities	Satish Aggarwal
Power Engineering Society/Power System Communication Committee	IEC TC57 - Power systems management and associated information exchange/WG15 - Data and communication security	Frances Cleveland

Power Engineering Society/Substations Committee/Data Acquisition, Processing, and Control Systems Subcommittee	IEC SC17C - High-Voltage Switchgear and Controlgear Assemblies/MT16 - Revision of IEC 60517	Hermann Koch
Power Engineering Society/Substations Committee/Gas Insulated Substations Subcommittee	IEC SC17C - High-Voltage Switchgear and Controlgear Assemblies/MT16 - Revision of IEC 60517	Hermann Koch
Power Engineering Society/Substations Committee/High Voltage Power Electronics Stations Subcommittee	IEC SC22F - Power Electronics for Electrical Transmission and Distribution Systems/MT9 - Maintenance Team for IEC 60700-1, Ed. 1	Hubert Bilodeau
Power Engineering/Surge Protective Devices Committee/Low Voltage Surge Protective Devices Subcommittee/WG 3.6.1 & WG 3.6.2	IEC SC 37B - Specific Components for Surge Arresters and Surge Protective Devices; MT1 - Standard Test Specification for Gas Discharge Tubes and Metal-Oxide Varistor Components that are used in Surge Protective Devices & MT2 - Standard Test Specification for Silicon Avalanche Diode and Thyristor Surge Suppressor Components that are used in Surge Protective Devices	Leonard Drewes
Power Engineering/Surge Protective Devices Committee/Bibliography & Definitions Subcommittee	IEC TC37 - Specific Components for Surge Arresters and Surge Protective Devices/WG11 - Harmonization of terms and definitions in the documents of technical committee No. 37 and its subcommittees 37A and 37B	David Jackson
Power Engineering Society/Surge Protective Devices Committee/Low Voltage Surge Protective Devices Subcommittee/WG3.6.4, WG3.6.6, WG3.6.7 & WG3.6.9	IEC SC37A - Low-Voltage Surge Protective Devices/WG3 - Selection and application principles for low-voltage surge protective devices, WG4 - Surge protective devices of telecommunication and signalling networks & WG5 - Low-voltage surge protection devices	Joseph Koepfinger
Power Engineering Society/Surge Protective Devices Committee/Low Voltage Surge Protective Devices Subcommittee/WG3.6.4	IEC TC81 - Lightning Protection/MT3 - IEC 62305-4: Protection against lightning – Part 4: Electrical and electronic systems within structures	Antony J. Surtees
Power Engineering Society/Switchgear Committee	IEC SC17A - High-Voltage Switchgear and Controlgear	Anne Bosma/Denis Dufournet
Power Engineering Society/Switchgear Committee	IEC SC17C - High-Voltage Switchgear and Controlgear/MT14 - Maintenance Team for medium voltage standards (IEC 60298, IEC 61330 and related standards)	Ted Burse
SCC39 - International Committee on Electromagnetic Safety/TC34 - Product Standards	IEC TC106 - Methods for the Assessment of Electric, Magnetic and Electromagnetic Fields Associated with Human Exposure/PT62209 - Human Exposure to Radio Frequency Fields from Handheld and Body-Mounted Wireless Communication Devices - Human models, Instrumentation, and Procedures	Ron Petersen

Chair Grow noted that there was one candidate for the position – Rich Hulett. Chair Grow asked if there were any other nominations. There were none. Rich Hulett was appointed as the SASB Vice Chair. [Vote: Yes=20, No=0, Abstain=1 (Hulett)]

4 Legal Update

Claire Topp gave a brief update on fiduciary duties. Information on this topic can be found in the presentation that Claire gave during the SASB New Member Orientation on 23 March 2010. The presentation is available from <http://standards.ieee.org/board/stdsbd/welcome.html>.

5 Old Business

5.1 The minutes of the 9 December 2009 meeting were approved on 17 February 2010.

5.2 P1901 Update

Alex Gelman updated the SASB on the good progress now being made in P1901. As this group appears to be on track, no more regular reports to the SASB are needed.

5.3 1900.4 Working Group/SCC41 Update [*Executive Session*]

The Standards Board entered Executive Session at 9:35 a.m. Michael Lindsay attended via phone.

The SASB members who comprised the deliberative body:

Karen Bartleson

Victor Berman

Ted Burse

Clint Chaplin

Andy Drozd

Alex Gelman

Bob Grow

Jim Hughes

Rich Hulett

John Kulick

David Law

Oleg Logvinov

Steve Mills

Ted Olsen

Ron Petersen

Tom Prevost

Jon Rosdahl

Mike Seavey

Curtis Siller

Don Wright

Resolutions reported out:

Recommendations:

1. Request SCC41 Chair appoint a new chair for the 1900.4 working group.

- WG Officers are subject to approval of SASB Oversight Committee.

2. **No meetings of 1900.4 Working Group after the effective date of the resignation of the current WG Chair until new WG Chair is approved.**
3. **No new SCC41 PARs will be approved until the SASB is satisfied with the operations of SCC41 and the 1900.4 working group.**
4. **The SASB endorses the SASB Oversight Committee (OC) directed P&P changes and authorizes the OC to mandate additional modifications as deemed necessary.**

The SASB exited Executive Session at 10:32 a.m.

5.4 L-50S Report

Juanita Lewis gave a report to the SASB on the L-50S reporting process and schedule.

6 SASB Standing Committee Reports

6.1 Standards Review Committee (RevCom)

David Law, RevCom Chair, reported.

6.2 New Standards Committee (NesCom)

Tom Prevost, NesCom Chair, reported.

6.3 Procedures Committee (ProCom)

Rich Hulett, ProCom Chair, reported.

P&P changes for vote at the SASB meeting:

Out-of-Scope:

Motion from ProCom to APPROVE.

The motion was unanimously approved by the SASB.

“IEEE-SA Standards Board Operations Manual

5.4.3.2 Voting in the ballot

The ballot shall provide the following vote choices to Sponsor balloting group members:

- a) *Approve (Affirmative)*. This vote may be accompanied by comments suggesting corrections and improvements. All comments shall be considered; making a change to the proposed standard as a result of the comments is left to the discretion of the Sponsor.
- b) *Do Not Approve (Negative with comment)*. This vote must be accompanied by one or more specific objections with proposed resolution in sufficient detail so that the specific wording of the changes that will cause the *Do Not Approve* voter to change his or her vote to *Approve* can readily be determined. The Sponsor shall encourage the submission of comments with all *Do Not Approve* ballots.

Balloters who vote *Do Not Approve* shall be permitted to differentiate those comments that caused their *Do Not Approve* vote from other comments that they may wish to submit. Any comments that are explicitly identified not to be part of the *Do Not Approve* vote shall be treated as comments associated with an *Approve (Affirmative)* vote.

If no comments are submitted associated with the *Do Not Approve* vote, then the vote shall be counted in the total tally of votes as a *Do Not Approve (Negative without comment)*.

If i) all comments associated with a *Do Not Approve* vote are deemed by the Sponsor as out-of-scope and ii) the balloter is **informed-notified** that the comment(s) are out-of-scope **and such notifications are accompanied with specific rationale for such out-of-scope determination**, then the vote may be counted in the total tally of votes as a *Do Not Approve (Negative without comment)*.

During a recirculation ballot, *Do Not Approve* voters may indicate acceptance of the response to any or all comments associated with their *Do Not Approve* vote. Each *Do Not Approve* voter shall be given an opportunity to review comment responses, determine if he or she is satisfied, either entirely or in part, and either to change his or her vote to *Approve*, to *Abstain*, or to retain his or her *Do Not Approve* vote.

c) *Abstain*. This category is provided to allow for ballot returns from Sponsor balloting group members who do not wish to vote *Approve* or *Do Not Approve* because of conflict of interest, lack of expertise, or other reasons.

During a recirculation ballot, Sponsor balloting group members shall have an opportunity to cast votes or change their previously cast votes.

RATIONALE: The text makes explicit the requirement of the Sponsor to explain to the balloter and to RevCom why a *Do Not Approve (Negative with comment)* vote has been changed into a *Do Not Approve (Negative without comment)* vote.”

Days:

Motion from ProCom to APPROVE.

The motion was unanimously approved by the SASB.

“IEEE-SA Standards Board Operations Manual

4.2.3.1 RevCom agenda

A preliminary agenda for each RevCom meeting shall be prepared by the Secretary of the IEEE-SA Standards Board or a designated person and distributed to RevCom members at least 30 days³ prior to a scheduled meeting of RevCom. Included with the agenda shall be a list of all proposed standards to be presented to the IEEE-SA Standards Board for approval. At the same time the agenda, without supporting documentation, shall be sent to all members of the IEEE-SA Standards Board, liaison representatives, and other organizations and persons. The agenda is to be sent to all persons and organizations that have expressed an interest in the standards activities of the IEEE.

³ Throughout this document, the term ‘days’ shall mean calendar days.

5.4.3.1 Ballot term

Each ballot in the standards balloting process shall close at **the end of business 11:59 p.m. ET⁴** on the closing date specified on the ballot.

The Sponsor shall assess the return rate of the first ballot, where the return is the ratio of the sum of Sponsor balloting group members’ *Approve*, *Do Not Approve*, and *Abstain* votes to the count of Sponsor balloting group members.

In the first ballot, if the ballot has not achieved a 75% return by the specified closing date, the ballot may be extended to close when a 75% return is received. This extension for receipt of a 75% return shall not be longer than 60 days.

⁴ ET is the time in New York City, New York, USA.

5.8.2 Appeal brief

The appellant shall file a written appeal brief with the Secretary of the IEEE-SA Standards Board within 30 days after the date of notification of action of the IEEE-SA Standards Board or at any time with respect to inaction or following an appeal panel final decision from a subordinate committee. The appellant shall first have exhausted the appeals procedures of any relevant subordinate committees prior to filing an appeal with the IEEE-SA Standards Board. The appeal brief shall state the nature of the objection(s) including any adverse effects, the clause(s) of the procedures or the standard(s) that are at issue, actions or inaction that are at issue, and the specific remedial action(s) that would satisfy the appellant's concerns. Previous efforts, including all subordinate appeals, to resolve the objection(s) and the statement of outcome/decision of each, including a sequence of events of these efforts, shall be provided. The appellant shall include documentation supporting all statements in the appeal brief.

All issues regarding the action or inaction of the SASB shall be filed together in one appeal.

The Secretary shall send the appellant a written acknowledgment of receipt of the appeal brief within five **working** days of such receipt. The IEEE-SA Standards Board Chair and the SASB Vice Chair for Appeals ("SASB Appeal Officers") shall review the appeal brief and determine within ten days of receipt of the appeal brief whether the appeal should be heard by the IEEE-SA Standards Board or should be referred to the IEEE-SA BOG or should be returned to the appellant with instructions to file the appeal as follows: (i) if the appeal deals with ethical issues, with the IEEE Ethics and Member Conduct Committee or IEEE-SA Standards Conduct Committee, as appropriate; (ii) if the appeal deals with technical issues, with the Sponsor of the body that made the decision; or (iii) if the appellant has not exhausted the appeals procedures of a relevant subordinate committee, then with such subordinate committee. If the IEEE-SA Standards Board Chair has a conflict regarding the subject matter of the appeal, the SASB Chair shall appoint a non-conflicted member of AdCom to serve as the second Appeal Officer.

If the SASB Appeal Officers determine that the IEEE-SA BOG should hear the appeal, the Secretary of the IEEE-SA Standards Board shall notify the appellant and the appellee (the chair of the committee at issue) of that fact within five days of receipt of the notice from the SASB Appeal Officers that the IEEE-SA BOG will be hearing the appeal. The appeal shall be referred to the IEEE-SA BOG and adjudicated according to IEEE-SA BOG processes (see subclause 4.4 of the *IEEE Standards Association Operations Manual*). If the IEEE-SA BOG hears an appeal that originated from a referral from the IEEE-SA Standards Board, the results of that appeal shall be reported to the Secretary of the IEEE-SA Standards Board.

If the SASB Appeal Officers determine that the IEEE-SA Standards Board should hear the appeal, the Secretary shall, within 20 days of receipt of the appeal brief, send the appellee a copy of the appeal brief and acknowledgment, and shall send the appellant and the appellee a written notice of the time and location of the hearing ("hearing notice") with the Appeal Panel.

The hearing with the Appeal Panel shall be scheduled at the location set for, and during the period of, the first IEEE-SA Standards Board meeting series that is at least 60 days after mailing of the hearing notice by the Secretary. New evidence meeting the requirements of 5.8.5 shall be provided at least two weeks before the date of the Appeal Panel hearing.

5.9 Interpretations and explanations

Requests for interpretations shall be submitted or confirmed in writing to the Secretary of the IEEE-SA Standards Board, who shall forward the request to the appropriate Sponsor.

Upon receipt, the Sponsor shall screen all such requests to separate those that require formal interpretation from those requesting an explanation. An interpretation provides meaning to a clause, phrase, or sentence when it is open to more than one reading or is ambiguous. An explanation does not attempt to resolve ambiguities, but tries to elucidate the reasons for a particular concept or approach. The Sponsor shall notify the Secretary of the IEEE-SA Standards Board

in writing, including electronic mail, preferably within 10 **working** days but no more than 30 days from the date of receipt of the request, of which classification has been assigned to the request.

The Secretary of the IEEE-SA Standards Board shall notify the requestor within 10 **working** days of the Sponsor's written notification of the classification of the request and the anticipated response date.

RATIONALE: 1) The term 'days' as a measure of time is used throughout the OpMan. The question has been raised if that meant business days or calendar days. The OpMan never explicitly calls out one or the other; however, the operating assumption so far has been calendar days, unless the term 'working day' is used, and then the assumption has been 'business days'. The OpMan currently has many uses of the term 'days' as a length of time, and only three cases of the term 'working days'. Making the implicit assumptions explicit may help clarity.

There are currently three instances of 'working days' in the OpMan. All other instances of 'days' in the OpMan do not have a qualifier.

Removing all three 'working' in the phrase 'working days' in the OpMan leaves all uses of the word 'days' without qualification. To make it explicit that the use of 'days' in the OpMan refers to calendar days, the ad hoc recommends to add a footnote at the first use of 'days' to state that all usage of 'days' in the OpMan means 'calendar days'.

2) There has been a discussion about the definition of 'end of business' in this OpMan; i.e., should it be tied to a specified time zone.

The ad-hoc decided that changing 'end of business' to '11:59 p.m. ET' with a footnote defining ET as being New York, New York time would be the most explicit definition of when to close the ballot, and also matches what IEEE currently has implemented in the myBallot system."

During discussion of the disbandment of the ProCom Reaffirmation Ad Hoc, it was noted that Chair Grow was to form an Ad Hoc to more globally address the issues – at the SASB level. Chair Grow stated that the Ad Hoc should also address administrative withdrawals, for example. After calling for interested participants, Chair Grow formed the ad hoc group.

SASB ad hoc to fix the reaffirmation process: Jim Hughes (Chair), Ted Burse, Matt Ceglia, Clint Chaplin, Andy Drozd, Bob Grow, Yvette HoSang, Rich Hulett, Mike Kipness, Joe Koepfinger, Bruce Kraemer, David Law, Jim Moore, Ron Petersen, Dave Ringle, Mike Seavey, Claire Topp, and Howard Wolfman.

6.4 Audit Committee (AudCom)

Ron Petersen, AudCom Chair, reported.

Alex Gelman thanked AudCom for the manner in which it worked with COMSOC in review of its P&Ps.

6.5 Patent Committee (PatCom)

John Kulick, PatCom Chair, reported.

7 Standards Coordinating Committee Reports

7.1 SCC Coordinator's Report

John Kulick, SCC Coordinator, reported.

There was a motion to accept the submitted report from SCC4. The motion was approved by unanimous consent.

There was a motion to accept the submitted report from SCC22. The motion was approved by unanimous consent.

- 7.2 Scheduled Reports Due in March:
- 7.2.1 SCC4 – Electrical Insulation (Paulette Payne Powell)
- 7.2.2 SCC22 – Power Quality (Bill Moncrief)

7.3 SCC18 Update

Mel Sanders, SCC18 Chair, reported.

There was a motion to receive the report with acclamation to Mel for his exemplary service. The motion was approved.

Prior to the next agenda item, Tom Prevost noted to the SASB that some items were inadvertently not included in the NesCom recommendations.

There was a motion to approve the following additional NesCom recommendations, which had been approved as part of NesCom’s Consent Agenda:

1. Request for a PAR number change: P1809 to P2030.1.

NesCom Recommendation: APPROVE

2. Request for addition of Joint Sponsor to P2030.1: SCC21 and SCC40.

NesCom Recommendation: APPROVE

The motion was approved.

8 Ad Hoc Reports

8.1 myProject Ad Hoc Report

David Law provided a verbal update. myProject ticketing has „1’ as the highest priority and „5’ as the lowest priority. The Ad Hoc reviewed open tickets and attempted to harmonize the rankings, as there had been some disparity between what had previously been assigned a „1’ and other items now assigned a „1’ based upon business needs. The Ad Hoc also reviewed the „5s’ to see if there were any easy fixes that the programmers could make when an opportunity arose; some items were identified as easy fixes.

8.2 Corporate Influence Ad Hoc Report

Steve Mills provided a verbal update. Steve indicated that the Ad Hoc is preparing a draft Entity Code of Conduct and some supplementary documents. It is anticipated that the Ad Hoc will have the materials prepared for the June SASB meeting.

9 Liaison Reports

9.1 NIST Report

Michael Janezic, NIST Representative, reported.

9.2 DOE Report

Dick DeBlasio, DOE Representative and SCC21 Chair provided a verbal update. The DOE is interested in the cyber side of smart grid. P2030 has held many meetings and is making progress.

9.3 NRC Report

Satish Aggarwal, NRC Representative, reported.

10 Informational Reports

10.1 IEEE BOD and IEEE-SA BOG Update

Steve Mills provided a verbal report, covering some of the items in the written report submitted by IEEE-SA President Chuck Adams.

10.2 CAG Report

Jim Hughes, CAG member, reported.

10.3 Secretary's Report

Judy Gorman, IEEE-SA Managing Director, reported.

10.4 Chair's Report

Chair Grow reported.

11 New Business

11.1 2011 Draft Calendar

There was motion to accept the 2011 calendar as presented. The motion was unanimously approved.

AI – Dave Ringle to create a draft 2012 calendar.

AI - Judy Gorman and Sue Vogel to work with Joe Koepfinger on an issue related to IEEE-SA representation.

11.2 IEEE-SA Awards

Ted Olsen, ArCom Chair, reported.

12 Next Meeting

The next meeting of the IEEE-SA Standards Board will be on 17 June 2010 in Piscataway, New Jersey, USA.

13 SASB Resolutions

1900.4 WG/SCC41:

Recommendations:

- 1. Request SCC41 Chair appoint a new chair for the 1900.4 working group.
- WG Officers are subject to approval of SASB Oversight Committee.**
- 2. No meetings of 1900.4 Working Group after the effective date of the resignation of the current WG Chair until new WG Chair is approved.**
- 3. No new SCC41 PARs will be approved until the SASB is satisfied with the operations of SCC41 and the 1900.4 working group.**
- 4. The SASB endorses the SASB Oversight Committee (OC) directed P&P changes and authorizes the OC to mandate additional modifications as deemed necessary.**

14 Adjournment

There being no further business, the meeting was adjourned at 2:33 p.m.