MINUTES
USNC COUNCIL
Meeting

Underwriters Laboratories Inc.
Research Triangle Park, NC

Thursday, 21 May 2015
(Meeting #45)

Members Participating	USNC Position	Affiliation
Philip M Piqueira (Chairman)	USNC President	-
Sonya M Bird	Member	UL
Timothy T Duffy	Chair, CAPCC, CAB Rep	Rockwell Automation
Mark W Earley	Member	NFPA
Gerald FitzPatrick, Ph.D.	Member	NIST
Elisabeth M.-v.d.M.George	Member	Philips
Megan A Hayes	TMC Member	NEMA
Carol Herman	Member	AAMI
Kevin J Lippert	USNC VP – Mbr Dev	Eaton Corp
Alan Manche	Member	Schneider Electric
James E Marquedant	Member (1st as Member)	FM Approvals
Evans Massey	Liaison, USNC/IECEx	Baldor Electric
James E Matthews, III	IEC VP – Chmn SMB	Corning Incorporated
Alec McMillan	USNC VP – Technical	Rockwell Automation
Timothy P McNeive	Member	Thomas & Betts
Edward F Mikoski, Jr.	Member	ECIA
Paul Moliski	Mbr, Chair-RSC Americas	Intertek
Dennis Oddsen	Member	Hubbell, Inc.
Greg Orloff	Member	CSA Group
Kenneth J Rempe	Member	Siemens Industry
Stephen G Rood	Member	Legrand/Pass & Seymour
Sam Sciacca	Member	IEEE
Joan E Sterling	USNC Alternate Rep CAB	Intertek
David A Vasko	Sec – SC 65B	Rockwell Automation
Robert A Williams	VP - Finance	UL
Trudie L Williams (*)	Member	DoD
Jianchao Zeng PhD	Member	CDRH/FDA
Tony Zertuche	Deputy GS USNC	ANSI
Charles T Zegers	General Secretary, USNC	ANSI

Guests Present

Richard Adams (*PT)	US Member, IEC MSB	Intertek
Wynn Bowman	TMC Member	Star Associates (ECC Corp)
Hae Choe	TMC Member	AAMI
Elaina M Finger	Chair, C&CEC	Corning Incorporated
Paul Green	Treasurer, USNC/IECEE	Intel
Kenneth E Gettman	Vice Chair, USNC/TMC	NEMA
Robert W Griffin	TA, USNC TAG TC 108	IBM
Donald N Heirman	TMC Member	US EMC Stds Corp
Bob Kretschmann	TMC Member	Rockwell Automation
Veronica A Lancaster	TMC Member	CEA
Peter J Lanctot (*PT)	Secretary, IEC MSB	IEC Central Office
Steven T Margis	Vice Chair, CAPCC	UL
Kelly K Milton (*PT)	Dir, Technical Barriers to Trade	Office USTR
Joseph R Musso	TMC Member	UL
Florence R Otieno	TMC Member	TIA
Charley Robinson	TMC Member	ISA
Gregory E Saunders (*PT)	-	US Dept of Defense
Fran Schrotter	Senior VP and COO	ANSI
John M Thompson	TMC Member	Underwriters Laboratories
Jan-Henrik Tiedemann	IEC Community Manager	IEC Central Office
Jack Wells	Former Council Member	Retired
Matthew B Williams	TMC/CAPCC Member	AHAM
Mike Woodford	CAPCC Member	AHRI

Members Not Participating

Joe Bhatia	President & CEO	ANSI
JoAnn M Emmel, Ph.D	Member	Retired - Virginia Tech
Paul J Hearty, Ph.D.	Member	Sony Electronics, Inc.
Todd Kramer	Liaison, USNC/IECQ	Secure Components, LLC
Richard P McDermott	SignaKey, Liaison	USNC/IECQ, ECC Corp
Stephanie F Montgomery	Member	TIA
Peter L Pondillo	Member	Corning Incorporated
Gary Schrempp	Member	Dell Inc

PT – Part Time
* - By teleconference

Section 1   Organizational Matters

1.1   Welcome, Opening Remarks, and Introductions
   (P M Piqueira, USNC President)

President Piqueira called the USNC Council meeting to order at 9:00 a.m. (EDT) He welcomed everyone to Research Triangle Park, NC, and thanked UL and particularly Bob Williams, Sonya Bird and Donna Phelps for the fantastic support given to these USNC meetings. Mr Williams welcomed everyone to UL and to RTP and provided logistical information for the day's events.

This was followed by self-introductions.

In his President's Remarks, Mr Piqueira reported that he had retired from the General Electric Company in June 2014 and in May 2015 he became a full time employee of Underwriters Laboratories. He thanked all those who supported him and wished him well over the last several months.

1.2 Approval of Agenda

1.2.1 Approval of Consent Agenda

Mr. Piqueira called attention to the Preliminary Agenda (USNC/Council 652A) and invited any proposals for items to be removed for detailed discussion. None were suggested. With no objections, the Draft Agenda was considered approved.

By this action the Minutes of the 29 January 2015 Meeting (USNC/Council 651) at Dell, Inc., Round Rock, TX, were approved.

1.2.2 Approval of Balance of Agenda

Mr. Piqueira called attention to the balance of the agenda and invited any additions, corrections and changes. None were suggested and the balance of the agenda (USNC/Council 652A) was considered approved.

1.3 IEC Market Strategy Board

Mr Piqueira reported that there were currently two US members of the IEC Market Strategy Board (MSB), Mr Richard Adams, Senior Vice President – Electrical, Intertek and Mr Daryll T Fogal , Senior Vice President and Chief Technology Officer, Tyco Corp. Mr Adams jointed the meeting by teleconference but, unfortunately, Mr Fogal was unable to attend at the last moment. In addition, Mr Peter Lanctot, IEC MSB Secretary, called into the meeting. Mr Matthews, who is an Ex-Officio MSB Member, also contributed to this discussion.

Mr Lanctot provided an Overview of the work and membership of the MSB and Mr Matthews discussed the interface between the SMB and the MSB particularly in areas such as Technology Watch.

It was reported that MSB is charged with identifying technological areas and trends and with developing related White Papers for the information and benefit of interested stakeholders. Two such White Papers are currently underway:

- Power Networks

- Factory of the Future

The following White Papers have been published and are available on the IEC Server.

+ Orchestrating Infrastructure for Sustainable Smart Cities
+ Internet of Things: Wireless Sensor Networks
+ Microgrids for Disaster Preparedness and Recovery with Electricity Continuity Plans
      and Systems

+ Grid Integration of Large-Capacity Renewable Energy Sources and Use of Large-Capacity
       Electrical Energy Storage
+ Electrical Energy Storage
+ Coping with the Energy Challenge

Mr Piqueira noted that the USNC still had the opportunity to recommend members for the MSB. It was requested that any suggestions for membership be made known to the President and General Secretary.

Section 2   Status of Outstanding Action Items
                 (C.T. Zegers, General Secretary, USNC)

No Action Items to report.

Section 3   Status Report – The IEC Young Professionals Program – 2015

Mr Zegers reported that the 2015 Young Professionals Program was launched in early February 2015 and by the closing date of 30 April 6 nominations had been received. The Selection Committee will shortly be completing its task and the three recipients selected will attend the 79th IEC General Meeting in Minsk, Belarus on 12 – 16 October.

Secretary's Note: The following are the 2015 Recipients of the USNC/IEC Young Professional Program:

- **Joseph M. Spossey**
  Mr. Spossey is a technical expert at Intertek Energy in Duluth Ga. A graduate of the Rochester Institute of Technology with a B.S. in mechanical engineering technology, he has been involved in wind turbine standards development for several years, holding positions as co-chairman of DWEA Standards Committee, alternate member of IECRE US National Committee for wind, and alternate voting member of the AWEA Wind Standards Committee.

- **Christopher R. Dorr**
  Mr. Dorr is a senior hardware engineer at Rockwell Automation, a position he's held since 2009. He is a graduate of Case Western Reserve University, where he received his bachelor's and master's degrees in electrical engineering. Mr. Dorr has been designing industrial and communications products for almost 8 years and has collaborated with teams at Rockwell Automation that ensure that its products conform to IEC standards.

- **Lieutenant William Williams**
  Lt. Williams is a marine inspector and port state control officer in the USCG Sector in Jacksonville, Fl. A recent graduate of the United States Coast Guard Academy with a B.S. in electrical and computer engineering, he served as the academy's IEEE Club Secretary. He was competitively selected to attend Georgia Institute of Technology where he is enrolled in the Marine Safety Center & Coast Guard Engineering Standards Division. He will obtain a M.S. in electrical power systems and controls upon graduation. Lt. William's expertise and positions within the USCG provide him practice of the standards outlined by such organizations as the IEC and IEEE as it pertains to the safety of commercial shipping.

Mr Piqueira suggested that everyone in the room should consider nominating a candidate for the 2016 YP Program.

Section 4   Report of the Council Ad Hoc Group on Operation and Structure of Management Meetings

Mr. Piqueira reminded the members that an Ad Hoc Group has been established to review the current format, structure, operations and agendas for the 3 USNC Management Meetings, CAPCC, TMC and Council, and to make appropriate recommendations to Council to maximize their effectiveness and efficiency. The goal is to take a fresh look at the USNC's operations and meetings including the current policy on teleconferencing. The following have agreed to serve on this Ad Hoc Group:

> Kevin Lippert, Chair
> Tim Duffy
> Jim Matthews
> Ed Mikoski
> Greg Orloff
> Bob Williams
> Trudie Williams

Mr. Lippert noted that the Group was established at the 29 January 2015 Council meeting and that it held its first teleconference on 5 March. Its charge was to consider the current format, structure, operations and agendas for the 3 USNC Management Meetings, CAPCC, TMC and Council and to make recommendations for maximizing the value of these meetings and the benefits to the participants. The Group was also asked to review the Council's policy with respect to teleconferencing into meetings. He called attention to the report of this teleconference (USNC Council 653). **(ATTACHMENT A)**

Mr Lippert called attention to 8, what he called Actionable Items, Items that the Council may be prepared to act on during today's meeting. He moved and it was

VOTED #1   **To continue the present 3 meetings/year.**
  (This motion was approved unanimously.)

Mr Lippert further moved and it was

VOTED #2   **To continue to keep the USNC management meetings co-located as much as possible. At the next Council meeting, review the IEC schedule and reserve USNC dates accordingly.** (This motion was approved unanimously.)

Mr Lippert prompted a brief discussion on the following remaining 6 Actionable Items and it was quickly agreed that these Items required more work and significantly more discussion before they can be considered for approval.

Actionable Item 3: Breakout sessions should be utilized for items requiring a decision or where increased input/engagement is desired.

Actionable Item 4: Schedule a "Dutch Treat" reception for the evening prior to Council meetings to further promote a spirit of camaraderie and personal connection between members.

Actionable Item 5: Schedule an informal discussion meeting of the CAPCC, TMC or Council for a ¼ (or ½ ?) day before the formal meeting.

Actionable Item 6: Schedule a meeting for the afternoon of the second day of the three days, to make any presentations that are applicable to more than one group (Council, TMC or CAPCC).

Actionable Item 7: Endorse the proposed policy on written Reports, with verbal discussions focused on Actionable and Critical items only.

Actionable Item 8: Endorse the proposed policy on "remote" participation, encouraging in-person, but permitting all-day remote participation under limited exceptions. The Policy shall be reviewed annually.

On the subject of teleconferencing into entire meetings, Mr. Gregory E Saunders, Director, Defense Standardization Program Office, U S Department of Defense, joined the meeting by teleconference and offer his perspective on the subject. He was joined by Trudie Williams who was participating in the meeting by teleconference. Mr Saunders spoke in favor of a bit more flexible USNC policy on this subject. He felt that a move from a "prohibited" policy to in-person attendance being strongly encouraged is a step in the right direction. He also called attention to a related SAE Virtual Meetings pamphlet and provided the following related link. He noted that even though it is only a couple of years old it could already use an update - technology just keeps moving on and making these kinds of meetings more easily possible even though there are still some challenges.

http://www.sae.org/exdomains/standardsdev/global_resources/p135903_virtual_meetings_pamphlet.pdf

During discussion it was generally agreed that efforts should be made to facilitate electronic participation at meetings via services such as Webex. It was acknowledged that additional, dedicated Staff may be required to bring this about but it was suggested that a pilot program should be tried at the AAMI meetings in September 2015. **(ACTION ITEM #1)**

Section 5   Transatlantic Trade and Investment Partnership (TTIP) – What It Means to the USNC and to IEC

(Ms Kelly K Milton, Director, Technical Barriers to Trade, Office of the United States Trade Representative)

Ms. Milton provided an overview of the technical barriers to trade (TBT) discussions in the Transatlantic Trade and Investment Partnership (T-TIP) negotiations with the European Union. She provided context and background on the regulatory issues under discussion in T-TIP, noting that these issues are divided into five elements for the purpose of the negotiations: (1) sanitary and phytosanitary (SPS) issues, (2) TBT issues, intending to build on horizontal disciplines in the WTO Agreement on TBT, with the objective of a "TBT-plus" chapter for T-TIP, (3) cross-cutting disciplines on regulatory coherence and transparency, (4) promoting regulatory compatibility in specific, mutually agreed goods and services sectors, and (5) a framework for identifying opportunities for and guiding future regulatory cooperation. Of these 5 elements, Ms. Milton focused on the U.S. objectives for the TBT chapter negotiations. She outlined the core objectives of the United States for a robust and ambitious chapter, which would yield greater openness, transparency, and convergence in regulatory approaches and related standards-development processes, with an additional aim of reducing redundant and burdensome testing and certification requirements and promoting confidence in the respective U.S. and EU standards, conformity assessment and regulatory systems.

Section 6   **Consideration of the Report of the ANSI Board Task Group on Cost Recovery and the Recommendations of the USNC Finance Committee to Meet the Target Goals**

Messrs Piqueira, Williams and Matthews reminded the Council of the work of the ANSI Board Task Group on Cost Recovery and of the related decisions made by the ANSI Board at its December 2014 meeting. Mr Williams highlighted the two meetings/teleconferences of the USNC Finance Committee, one on 6 March at ANSI NY and the other on 9 April in Corning, NY.

Messrs Piqueira and Williams again highlighted the work of the Task Group, its Charter, Summary of its Recommendations and a USNC Gap Analysis which indicates a gap @ 50% Cost Recovery of $327,000. **(ATTACHMENT B)** Potential Cost Recovery Options were also highlighted and Mr Matthews outlined the following Options that need to be considered:

Option 1: Raise Dues/Fees
Option 2: Assess Fees on CA Activities
Option 3: Grow Membership
Option 4: Cut Expenses
Option 5: New Alternative Proposal – New Class of Full Member
Option 6: Other New Revenue Streams

(ATTACHMENT C)

A lengthy discussion took place and one member indicted that if fees are increased, some will ask WHY? Also, several members asked if Board Task Group documents could be shared with the Council and Ms Schrotter and Mr Williams agreed to look into this matter. **(ACTION ITEM #2)**

Section 7   **International Telecommunication Union (ITU)**
            (James E Matthews, Corning Incorporated)

Mr Matthews provided an overview of the structure, membership, operations and activities of the ITU and highlighted areas of cooperation among ITU, ISO and IEC. He reported on ITU's Trial Access to Free ITU-T Documents and listed a number of Trends-Issues-Evolutions for the future that people should be aware of. He also presented the question to the USNC constituency, What Should USNC Members Do? **(ATTACHMENT D)**

Section 8   **Presentation by Fran Schrotter, Senior Vice President and COO,**
            American National Standards Institute

Ms Schrotter provided a brief overview of a number of issues that are currently occupying the attention of the ANSI Federation. She highlighted and reported on the following:

- IBR Report: Portal Update, Germany Lawsuite

- Workcred Update

- BTG on Cost Recovery Plus Implementation Progress Report

- WSW Overview

- Chine Plans for Standardization Reform

- Cybersecurity

(ATTACHMENT E)

Section 9   USNC Strategic Objectives Program

Mr Piqueira reminded Council of the USNC's Strategic Objectives Program which was initiated in August 2012 at FM Approvals in Norwood, MA, under the guidance of Facilitator Mr. Bob Bellhouse. As a result of that effort, initially 5 Core Elements, related Strategic Objectives and specific Action Plans were developed and are now the subject of detailed review. Champions for each Core Element have been assigned and are now engaged in building a meaningful Strategic Program. Mr Piqueira called on each of the Champions to provide status reports.

- Core Element 1: Increasing and broadening USNC membership
  (Champion: Kevin J Lippert)

  Mr Lippert reported that the membership development activities of the Nominations Committee for both ANSI and the USNC membership continues but at a slow pace. Conversations have been held with ANSI Management responsible for Membership to ensure a coordinated approach to this subject. Priority time must be created for this activity. Initial contact was made by Committee members with a list of prospective USNC Members and now further action is planned by Committee Members and by Staff.

- Core Element 2: Ensuring effective marketing and communications
  of key USNC messages
  (Champion: Elaina M Finger)

  Ms Finger, C&CEC Chair, reported that the efforts of the Communications and Continuing Education Committee continue at an aggressive pace. The Report of the Committee highlights its Action Plan.

- Core Element 3: Providing for ongoing IEC and USNC leadership and succession
  (Philip M Piqueira)

  Mr Piqueira noted that the primary emphasis of this Core Element is succession planning both at the IEC and the USNC levels. He noted that this critical task is heating up and must be addressed in the very near future. He invited those with interest in future office to contact him.

  - USNC and IEC Succession – Both the USNC President and the VP-
    Technical are term limited after their next term as is Jim Matthews after his next term as
    IEC VP – SMB Chair. The Nominations Committee is actively considering
    potential candidates for these positions.

- An effort is underway to develop Terms of Office information for each of the positions that are under consideration.

- The election of Mr Jim Shannon as IEC President-Elect at the 2015 IEC General Meeting in Belarus is a high priority for the USNC. It appears as if Mr Shannon is running unopposed.

- Core Element 4: Building recognition of the value proposition of standardization work by current and prospective stakeholders
(Alec McMillan)

  Mr McMillan indicated that his report for the TMC meeting would cover this.

- Core Element 5: Coordinating USNC positions on Electrotechnical Conformity Assessment (CA) issues which relate to, or impact, the IEC global agenda
(Timothy T Duffy)

  Mr Duffy reported that CAPCC is actively involved in this Strategic Planning effort and each of the Systems, IECEE, IECEx. IECQ and now IECRE, are actively involved in the process. Each of the Systems is beginning to report their Strategic Planning activities at each CAPCC meeting.

Section 10   Standardization Management Board (SMB) and Other Technical Issues –
Mr Alec McMillan, USNC VP – Technical and Chair – TMC, Rockwell
Automation

Mr McMillan reported on the activities resulting from the TMC meeting held in RTP on 20 May and on plans for the SMB meeting scheduled for 16 June in Geneva. He highlighted the following:

- Ethan Biery, Lutron Electronics, (2013 USNC Young Professiional), joined the TMC as a Member for the first time as did Thomas Buchal, Intertek.

- White Paper on CENELEC/IEC Dresden Agreement still being pursued. Will follow-up with Elena Santiago and CENELEC on status of Dresden Agreement issues.

- TMC Task Force on Adoptions of IEC Documents has revised the related USNC Policy and is clarifying procedures. Also considering a proposal to broaden access to the IEC data base on Adoptions and Use of IEC Standards.

- Some SMB Advisory Committees are producing Guides that are mandatory. There was substantial discussion on the increasing normative nature of Guides.

- SMB SEG 1 – Smart Cities – Manyphay Viengkham provided a report on SEG 1. There are still troubling issues with this SEG dealing with their organization, leadership and direction in terms of their SMB mandated goals.

- Systems Resource Group is about to be populated.

- Advisory Committee on Electricity Transmission and Distribution (ACTAD) – Joe Koepfinger who recently celebrated his 90th Birthday, gave a report and has found his replacement in the

person of Mark McGranaghan, EPRI.

- The solicitation has not been successful in find a USNC Representative to serve on the SMB Ad Hoc Group 55 – Needs of the Telecommunications Sector in IEC.

- SMB Ad Hoc Group 58 deals with Standardization Project Management. IEC to find or develop a Project Management program for TCs for standards development. Carol Herman, AAMI, has been appointed as the USNC Representative.

- SMB is considering a proposal to enforce participation rules already in the Directives. Discussion on developing a proposal to empower IEC Technical Officers to enforce TC/SC participation rules bypassing the need for Chairs and Secretaries to harm relations with certain National Committees.

- ITU challenges being monitored

- Effort to be initiated to appoint TMC Vice Chair for 2016

Section 11   Conformity Assessment Policy Coordination Committee (CAPCC)

Mr. Duffy briefly highlighted the results of the Tuesday, 19 May 2015 CAPCC meeting held at UL and plans for the next CAB meeting to be held in June in Geneva. He highlighted the following:

- CAPCC Membership:
  Wynn Bowman, ECC Corp and Jianchao Zeng, FDA approved as new Members-at-Large

- CAPCC considered the need to contribute to the USNC overall budget in response to the initiative of the ANSI Board Task Group on Cost Recovery. Vice Chair Margis prepared draft spreadsheets showing the current mirror committee budgets, budgets and contributions of the USNC for dues (paid directly to the mirror committees). CAPCC also reviewed list of activities from the USNC Budget that may have a CA aspect that should be covered and a list of the USNC Office tasks directly related to the support of USNC CA. The USNC/IECEE has already begun budget discussions for 2016 in which a line item was created for support of USNC CA operations.

- New Terms of Reference were approved for the USNC CAPCC Subcommittee on Operating Procedures of USNC Conformity Assessment Systems. This is the group that has replaced the President's Task Force. Target date for review of Systems' Procedure is prior to the September CAPCC meeting.

- Received report on OSHA NRTL Program

- Excellent presentations on Conformity Assessment in the Medical Device Area with Elisabeth M-V.d.M.George of Philips, Carol Herman of AAMI and Dr Jianchao Zeng of FDA, addressing the subject from the perspective of their organizations.

- AHRI provided an overview on ARAMEMA (Air-Conditioning and Refrigeration Association of Manufacturers of the Middle East and North Africa.

- Status Report provided on the work of the CAPCC Regulatory Labeling Working Group

- Status Report provided on the CAPCC Task Force on Conformity Assessment Communications

- Preparation for the 15 June 2015 CAB meeting in Geneva. Looking to modify the eligibility criteria for the Thomas A Edison Award to enable more recipients to be chosen. Reports on WG 11 – Systems Issues, WG 16 – Systems Approach in CA and WG 17 – Cybersecurity, were given.

- A USNC proposal is being processed for Setting Up a Special Task Force to Consider and Propose a Common Governance Structure for Managing the Impartiality of IEC Assessors Used to Conduct Peer Assessment on Behalf of the CA Systems

- Bob Griffin of IBM provided a report on Conformity Assessment issues in India.

- Leslie McDermott, ANSI DC Staff, gave a presentation and answered questions on a possible Conformity Assessment Workshop in China

- An up-date was provided on the GCC – Gulf Cooperation Council Countries Notification to WTO.

- Gene Eckhart, NEMA, new ANSI International Policy Committee Vice Chair and Paul Moliski, new Chair of the ANSI Regional Standing Committee – Americas, provided an update on CA issues in the Americas

- Amy Phelps, NIST, up-dated CAPCC on the status of OMB Circular A119

- The next FINCA meeting in Colombia was discussed along with a possible CA Workshop

11.1   USNC/IECRE Update
(Steven T Margis, UL, CAPCC, Vice Chair)

Mr Margis provided a brief report on the activities of the USNC/IECRE (USNC/CAPCC 122) **(ATTACHMENT F)**.

He highlighted and reported on the following

- 2014 IECRE Formation

- USNC/IECRE Administration
  - Membership
  - 25 Voting Members
  - 2015 Meeting Schedule

- USNC/IECRE Meeting Highlights

- Key Topics for 2015 IECRE
  -System and Sector RoPs and ODs

-CB/TL Requirements for System Start-up
-Budget/Business Planning Process

11.2   IECEE and USNC/IECEE

Mr Margis provided a brief report on the IECEE System and the activities of the USNC/IECEE.
(USNC/CAPCC 132) (**ATTACHMENT G)**   He highlighted the following:

- Administration
  - Officers
  - Roster Review
  - 2015 Meeting Schedule

- USNC/IECEE Activities

- IECEE 2015 CMC Key Topics
  - Election of Officers & Key Positions
  - Membership Status & Voting
  - New Service

- Operational Issues

- USNC Strategic Plan
  - IECEE Core Element 5: Dashboard
  - IECEE Core Element 5: Watch List

11.3   IECEx and USNC/IECEx

Mr Evans Massy provided a brief report on the IECEx System and the activities of the USNC/IECEx
His report is provided as USNC/CAPCC 127 **(ATTACHMENT H).**   He highlighted the following:

- USNC/IECEx Administration
  - Membership
  - Meeting Schedule

- 2014 IECEx Meeting Highlights

- Concerns for 2015 IECEx MC

- Report on Action Items

  - Core Element 5

11.4   IECQ and USNC/IECQ

Mr Ed Mikoski provided a brief report (USNC/CAPCC 135) on the IECQ System and the activities of
the USNC/IECQ   **(ATTACHMENT I).**   He highlighted the following:

- Administration
  - Officers & Membership
  - Roster Review
  - 2015 Meeting Schedule

- USNC/IECQ Activities

- 2015 IECQ Meeting Highlights

- USNC Strategic Plan
  - IECQ Core Element 5 Dashboard

Section 12   Status of Planning for the USNC Hosted 2022 IEC General Meeting

Mr Margis, Chair, 2022 IEC GM Planning Committee provided a brief status report on the USNC's plan to host the 2022 General Meeting in the US. He called attention to the roster of the Committee and indicated that anyone interested in joining the Planning Committee is welcome and should advise Mr Margis, Ms Lancaster and Mr Zegers. The Committee's first teleconference is being planned for July and first face-to-face meeting for 21 September at AAMI. The target is to develop a 5 year plan for inviting financial support for this event.

Section 13   English Speaking (CROSQ) Countries of the Caribbean
(James T Matthews)

Mr Matthews, having recently attended the COPANT General Assembly in Mexico City, provided a brief report on the CROSQ Countries of the Caribbean. These countries are anxious to get more actively involved with IEC and, in fact, are scheduled to sign an agreement with IEC in the near future. Mr Matthews noted that in light of the USNC's Mentoring Program consideration might be given to an active program with these English Speaking Countries. **(ATTACHMENT J)**

Section 14   Nominations Committee
(Kevin J Lippert, Chair)

Mr Lippert reported that the Nominations Committee held its last teleconference on 15 May and he expressed his appreciation to the members who made themselves available for that event. **(ATTACHMENT K).** He also noted that the Committee is always looking for new members and if anyone is interested they are invited to let him know or Mr Zegers.

14.1   USNC Membership Campaign

Mr Lippert note that the Committee was gearing up to address the goals of the ANSI Board Task Group on Cost Recovery. Lists of ANSI Members and Non-Members which are potential USNC Members have been developed and individual invitation letters will be circulated to ask contacts to consider USNC TAG and Sponsoring Membership. It is anticipated that those with real potential will be contacted, in person, by a Committee member. Anyone who has knowledge of a contact interested in USNC membership is invited to contact Messrs Lippert or Zegers.

14.2   Succession Plan for USNC, USNC President-Elect and IEC Positions Over the Next Several Years

Mr Lippert reminded the Council of the Succession Plan that is being maintained by the Nominations Committee. Of particular note is the position of USNC President-Elect **(ATTACHMENT L)** According to USNC Policy, for the last year of a USNC President's term, a President-Elect is elected and that individual automatically becomes President at the end of the current President's term. Phil Piqueira will be entering his last year as President in 2016 and, therefore, an invitation will shortly be circulated to the constituency inviting nominations for President-Elect.

He noted that a number of positions in both the USNC and IEC are under term limits and anyone interested in these positions should make their interest known. This included Alec McMillan as USNC – VP Technical and Jim Matthews as IEC VP and SMB Chair.

Mr Lippert noted that all indications are that Jim Shannon is running unopposed for the office of IEC President-Elect.

14.3   Action Plan for 2015 Awards Programs

Mr Lippert called attention to the various Awards Programs, USNC, ANSI and IEC, and reported the following:

14.3.1 ANSI Award Program

Mr Lippert again called attention to the Committee's Report and invited Council support for the ANSI Award recommendations listed: It was moved, seconded and

VOTED #3   To endorse the Nominations Committees recommendations contained in document USNC/NC 45 for the following ANSI Awards:

-Astin-Polk International Standards Medal	**Philip M Piqueira**
-Howard Coonley Medal	**Paris Stavrianidia**
-Finegan Standards Medal	**Kenneth E Gettman**
-Elihu Thomson Electrotechnology Medal	**James E Matthews, III**
-Gerald H Ritterbusch Conformity Assessment Medal	**Timothy T Duffy**
-Lohse Information Technology Medal	**Gary Schrempp**
-Next Generation Award	**Ryan Franks, Kevin Mangold, Carin Stuart**
-Chairman's Award	**CANENA**
-Meritorious Service Award	**Joan E Sterling**
	JoAnn M Emmel, Ph.D.
	Timothy P McNeive
	C P (Sandy) Butterfield

(This motion was approved unanimously.)

14.3.2 IEC Lord Kelvin Award

Mr Lipper noted that there were no nominations for this Award this year and, in fact, the USNC has expressed concerned to the IEC management that the bar is too high for this Award.

14.3.3 IEC Thomas A Edison Award – Standards and Conformity Assessment

Mr Lippert noted that the USNC had received 3 nominations for the Edison Award – Standards. It was moved, seconded and

VOTED #4   To endorse the Nominations Committee's recommendations for the following for 2015 IEC Thomas A Edison Awards - Standards:

- **Margie M Burk, UL – Ass't Secretary, IEC/TC 61, TC 72 and TC 108**
- **Tadashi Ezaki, Sony Corp – Secretary, IEC TC 100** (The Japanese National Committee invited the USNC to co-nominate Mr Ezaki.)
- **Pietro Di Vita – Chair, IEC/TC 100** (Here also the USNC was invited to co-nominate.)

    (This motion was approved unanimously.)

With respect to the Conformity Assessment side of this Award, no nominations had been received, however, it was noted that CAPCC is considering a recommendation to CAB that the criteria for this Award be less stringent in order to allow greater eligibility.

14.3.4 IEC 1906 Award

Nominations for this Award come from the IEC TC/SC Leadership and from the various CA Systems. According to practice, these Awards will be presented to US Recipients at the USNC Management Meeting in September 2015.

14.3.5 USNC Distinguished Service Award

This USNC Award is dependent on the Recipients of the ANSI Awards.

Section 15   Communications and Continuing Education Committee
Elaina Finger, Corning Incorporated, Chair, C&CEC

Ms Elaina Finger, Chair of the USNC Communications and Continuing Education Committee (C&CEC), reported that the Committee held its last meeting/teleconference on 18 May 2015 in RTP. **(ATTACHMENT M)** She highlighted the following:

- Committee continues to focus on Core Element 2 of the USNC's Strategic Plan

- **USNC Current April 2015** – Focused on YOUR USNC – Topics for 2016 currently being considered and the Committee is always looking for new ideas and suggestions for topics.

- Young and Emerging Professionals – Received 6 nominations for 2015. What about 2016?

- USNC Linked In Group and Character Contest

- 2015 Training

- IEC Cooperation – IEC Training

Section 16   Plans for the IEC 79th General Meeting, Minsk, Belarus – 12 – 16 October 2015

Mr Piqueira provided a brief report on the USNC's preparations for the 79th IEC General Meeting in Minsk, Belarus.

16.1   Outreach Meetings

He broached the subject of the various Outreach Meetings that could be held during this General Meeting and invited discussion. He highlighted the following:

a) USNC Delegation Meeting
b) USNC Delegation Reception
    (Sunday, 11 October)

Possible Outreach Meetings:

c) Outreach meeting with CENELEC

d) Outreach meeting with Chinese NC

e) Outreach meeting with Japanese NC

f) Outreach dinner meeting with Germany NC

g) Outreach meeting with Republic of Korea NC

Other

h) USNC Officers Meeting with IEC Officers

During discussion it was suggested that an Outreach Meeting with Belarus might be worthwhile but no other meeting were suggested.

16.2   Council Meeting and Council Open Session – 16 October 2015

The Council Meeting and Council Open Session will take place on Friday, 16 October. Another Council Discussion Session is scheduled, the 1st ever having been held in Tokyo last year. The theme for this year's Open Session is, "Energy Efficiency: From theory to Reality with IEC International Standards and Conformity Assessment."

16.2.1 IEC Leadership Elections

Mr Piqueira noted the following elections to take place in Minsk:

- Call for nominations for the future President of the IEC, for election by Council in Minsk on 16 October 2015. (Note: The USNC has, with pleasure, already nominated Mr. James M. Shannon for this Office.) (C/1889/DC)

- IEC Cooperation – IEC Training

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- Appointment by Council in Minsk of a third Vice-President of the IEC for a three-year term of office (2016 – 2018) (C/1890/DC)

- Election by Council in Minsk of one financial Group A Council Board (CB) member for a three-year term of office (2016-2018)
  Mr. Jun Xie, China (2nd Term – New candidate to be nominated.) (C/1891/INF)

- Nominations for the election/re-election by Council in Minsk of four members of the Council Board (CB) for 3-year terms of office (2016-2018) (C/1892/DC)
  Mr. Gianni Binacchi, Italy *
  Dr. Ralph Howard Craven, Australia **
  Mr. Gunter Idinger, Austria *
  Mr. Ed Tymofichuk, Canada *

  * Completed 1st Term
  **Completed 2nd Term – Term Limited

- Appointment of one "Automatically Appointed Member" of the SMB by Council in Minsk for a three-year term of office (2016-2018) (C/1893/INF)
  Ms. Dai Hong, China
  (2nd Term – New candidate to be nominated.)

- Nominations for the election by Council in Minsk of two members of the SMB for three-year terms (2016-2018) (C/1894/DC)
  Mr. Kim Craig, Australia *
  Mr. Svante Skeppstedt, Sweden **

  * Completed 1st Term
  **Completed 2nd Term – Term Limited

- Appointment of two "Automatically Appointed Members" of the CAB by Council in Minsk for a three-year term of office (2016-2018) (C/1895/INF)
  Mr. Weijun Liu, China *
  Mr. Simon Barrowcliff, UK *

  *Completed 1st Term

- Nominations for the election by Council in Minsk of two CAB Members for three-year terms (2016-2018) (C/1896/DC)
  Dr. Sang-geun Lee, Rep of Korea *
  Mr. Fredrik Wennersten, Sweden *

  *Completed 1st Term

16.2.2   IEC Financial Matters

Mr Piqueira reported that the following IEC finance-related documents were not as yet circulated but were expected in the near future. When received that will be reviewed by the USNC Finance Committee and circulated to Council for its consideration.

Report concerning the auditing of the IEC – only Accounts for the financial year 2014 and the Guarantee Fund, established by XXXX (Geneva, Switzerland)

Report concerning the auditing of the IEC Consolidated Accounts for the financial year 2014, established by XXXX (Geneva, Switzerland)

Memorandum from the Treasurer on the 2014 IEC Audited Accounts

Proposed Budget for the year 2016

IEC National Dues for year 2016

16.3   Council Board Meetings – 14 October 2015, Minsk

Mr Piqueira highlighted a number of the topics that were likely to be included in the Council Board Agenda for Minsk.

Section 17   CANENA (Council for Harmonization of the Electrical Standards of the Nations of the Americas (T P McNeive)

Mr McNeive reported that he had recently severed his relationship with CANENA and that Steve Rood would provide the report. Mr Rood provided a CANENA update which is provided as **ATTACHMENT N.**

Section 18   FINCA (Forum of the IEC Full Members of the Americas – Argentina, Brazil, Canada, Chile, Colombia, Mexico and US)

Mr Piqueira reported that the next FINCA meeting is scheduled for Cartagena, Colombia on 3 – 4 September 2015. It is expected that program material will be circulated in the near future.

Section 19   COPANT (Pan American Standards Commission)

Mr Piqueira reported that the COPANT General Assembly took place in Mexico City on 12 – 17 April 2015. The Resolutions of that meeting are provided as **ATTACHMENT O.**

Section 20   PASC (Pacific Area Standards Congress)

Mr Piqueira noted that the USNC was not represented on the ANSI Delegation to PASC 38 which was held 4 – 8 May 2015 in New Delhi, India. He raised the issue of what might be needed to increase the USNC's awareness of PASC and possible interest in attending future meetings. The following related documents were made available:

ATTACHMENT P   Final Agenda for PASC 38

ATTACHMENT Q   PASC Update by Mr Frans Vreeswijk, IEC General Secretary/CEO

Section 21   ANSI Interface

Mr. Zegers called attention to the brief reports on the activities of the ANSI International Policy Department including ISO activities, PASC, the ANSI-European Standards Organizations (ESOs) interface and other items of interest (USNC/Council 657). **(ATTACHMENT R)**

Section 22 – Future Meeting Dates

USNC Management Meetings Schedule – 2015 and Beyond

The following meeting dates for 2015 and beyond have been confirmed or are under consideration.

<u>**2015**</u>

Monday, 15 June 2015
CAB Meeting, Geneva

Tuesday, 16 June 2015
SMB Meeting, Geneva

Tuesday, Wednesday, Thursday
22-23-24 September 2015
CAPCC/TMC/Council

7th TAG Leadership Workshop
Friday, 25 September 2015
Location: AAMI, Arlington, VA

79th IEC General Meeting
Minsk, Belarus
12 – 16 October 2015
(Technical meetings 5 to 16 October 2015)
- SMB/CAB   Monday, 12 October
- CB   Wednesday, 14 October
- Council Friday, 16 October

<u>**2016**</u>

Tuesday, 23 February 2016 (Tentative)
SMB Meeting, Geneva

Monday, 13 June 2016
CAB Meeting, Geneva

Tuesday, 14 June 2016 (Tentative)
SMB Meeting, Geneva

80th IEC General Meeting
Frankfurt, Germany
10 – 14 October 2016
- SMB/CAB   Monday, 10 October
- CB   Wednesday, 12 October
- Council Friday, 14 October

<u>**2017**</u>

81st IEC General Meeting
Russian Federation

2018

82nd IEC General Meeting
Republic of Korea

2019

83rd IEC General Meeting
China

2020

84th IEC General Meeting
Sweden

2021

85th IEC General Meeting
United Arab Emirates (UAE)

2022

86th IEC General Meeting
USNC Expression of Intent Submitted to and accepted by IEC Council.

Section 23   Summary of Action Items

Action Item #1 – 5/2015   C T Zegers
During discussion it was generally agreed that efforts should be made to facilitate electronic
participation at meetings via services such as Webex. It was acknowledged that additional, dedicated
Staff may be required to bring this about but it was suggested that a pilot program should be tried at the
AAMI meetings in September 2015.

Action Item #2 – 5/2015   F Schrotter/R Williams
A lengthy discussion took place and one member indicted that if fees are increased, some will ask
WHY? Also, several members asked if Board Task Group documents could be shared with the Council
and Ms Schrotter and Mr Williams agreed to look into this matter.

Section 24   Adjournment

Mr Piqueira again expressed his appreciation and that of the USNC Council to all
those people from Dell, and particularly Gary Schrempp, who put themselves out so
that these USNC Meetings could take place here in Round Rock, TX. He also
expressed his sincere appreciation to all those who contributed to these meeting and
wished everyone safe trips home.

The meeting was adjourned at 3:15 p.m. (EDT)

Respectfully submitted;
Charles T Zegers
General Secretary USNC
12 August 2015

PRESENTATIONS FROM THE USNC COUNCIL MEETING
21 May 2015
Underwriters Laboratories, Inc
RTP, NC

ATTACHMENT	TITLE
A	USNC/Council Ad Hoc Group on Operation and Structure of Management Meeting – Report of 5 March 2015 Teleconference (USNC/Council 653) – Kevin Lippert
B	ANSI Board Task Group on Cost Recovery USNC Implications (USNC/Council 654) – Philip M Piqueira
C	Options – ANSI Board Decision & Objective 50% Doc Sales/50% Fees (USNC/Council 655) – James E Matthews
D	ITU Overview – James E Matthews
E	Updae on ANSI's Latest Activities – Fran Schrotter, ANSI Sr VP and COO
F	Report on USNC/IECRE Activities - (USNC/CAPCC 122)
G	Report on USNC/IECEE Activities (USNC/CAPCC 132)
H	Report on USNC/IECEx Activities (USNC/CAPCC 127)
I	Report on USNC/IECQ Activities (USNC/CAPCC 135)
J	CARICOM Regional Organisation for Standards and Quality (CROSQ) (USNC/Council 656)
K	Report – USNC Nominations Committee Telecon – 15 May 2015 (USNC/NC 45)
L	Excerpt USNC Statutes – USNC President-Elect (USNC/Council 646)

M	USNC Communications and Continuing Education Committee Report – Elaina Finger, Chair, C&CEC/Megan Hayes
N	Report on CANENA – Steve Rood
O	2015 COPANT Resolutions, Mexico City (USNC/Council 660)
P	2015 PASC 38 Resolutions, New Delhi (USNC/Council 658)
Q	PASC Update – Frans Vreeswijk (USNC/Council 659)
R	ANSI Summary Report (USNC/Council 657)