

USNC COUNCIL DRAFT MINUTES

Hosted by Dell Technologies 2300 Greenlawn Blvd Building 3 Round Rock, Texas 78682

Thursday, 3 May 2018 8:00 am – 3:00 pm (CDT) (Meeting #53)

Members Participating

John Thompson, USNC President Tim Duffy, USNC VP - Conformity Assessment Steven Rood, USNC VP – Finance Sonya Bird, USNC VP - Technical Phil Piqueira, USNC Past-President Tony Zertuche, General Secretary Joe Bhatia Randy Dollar Mark Earley Elisabeth George Jennifer Kitchen Kevin Lippert Angus Low Alan Manche James Marquedant Richard McDermott Edward Mikoski Paul Moliski Jennifer Padberg Amy Phelps Peter Pondillo*† Gary Schrempp Stephen Sharples Joan Sterling Trudie Williams* Jianchao Zeng* Yi Zhao

Guests Participating

Ethan Biery*† Wynn Bowman Tom Buchal Hae Choe UL Rockwell Legrand North America UL UL USNC/ANSI ANSI Siemens NFPA Philips GE Eaton Rockwell Schneider FM Approvals ECCC ECIA Intertek AAMI NIST Corning **Dell Technologies** CSA Group Intertek DOD FDA Huawei

Lutron Star Associates Intertek AAMI Elaina Finger Ken Gettman Paul Green Timothy Jeffries Robert Kretschmann* William Lawrence Steve Margis Evans Massey Jim Matthews Joe Musso Steve Swanson Joe Tretler Kendall Szulewski-Francis Corning NEMA Intel Huawei R&D USA Rockwell FM Approvals UL Baldor/ABB Corning UL Corning ANSI USNC/ANSI

Members Not Participating

Amy Marasco Paul Hearty Mark Klerer Microsoft Sony Qualcomm

* = Via Teleconference

† = Part

Section 1 – Organizational Matters

1.1 Welcome, Opening Remarks and Introductions

Mr. John Thompson, USNC President, called the meeting to order at 8:00 AM (CDT). He thanked all those in attendance and Dell Technologies for hosting these meetings. Mr. Thompson stated that going forward, during introductions, Council members should introduce themselves, their employer and the organization which they represent on Council to better allow the USNC staff to track this information.

1.1 Approval of Agenda

Mr. Thompson drew attention to the day's agenda, USNC/Council 715A. It was suggested that section 20.1 - 2019 Management Meetings be added. It was moved, seconded and

VOTE #1 To Approve the Council Agenda with Changes (USNC/Council 715A) (This motion was approved unanimously)

1.2.1 Approval of Consent Agenda

(a) Mr. Thompson drew attention to the Minutes of the 25 January 2018 meeting at UL in RTP, NC. No comments were offered. It was moved, seconded and

VOTE #2 To Approve the Minutes from the Council Meeting in RTP on 25 January 2018 (USNC/TMC 914). (This motion was approved unanimously)

1.2.2 Approval of Balance of Agenda

Mr. Zertuche confirmed that the USNC Council had reached quorum. No comments were offered.

Section 2 – Status of Outstanding Action Items

Mr. Zertuche reviewed the action items from the previous Council meeting. Mr. Zertuche noted that the following items would be discussed during the day's meeting:

ACTION ITEM #2017 - 9 - 2 – It was recommended that the Rules and Procedures Committee formulate a policy regarding USNC document distribution and comment collection policy for future use. Status: Pending

ACTION ITEM #2018 - 1 - 8 – It was requested that the PlanCo review the possibility of creating another sponsorship tier for foreign companies, and provide recommendations to Council on whether or not the USNC should allow non-US domiciled organizations to sponsor the 2022 IEC GM. Status: Pending

ACTION ITEM #2018 - 1 - 10 - Mr. Bhatia volunteered to discuss the USNC's Professional Mentoring Program with ANSI colleagues to better understand ANSI's concerns regarding the program and to determine if there is a pathway forward. Status: Pending

ACTION ITEM #2018 - 1 - 11 - 11 was requested that the USNC staff conduct research and develop a proposal (including funding principles) on the possible in-house administration of USTAGs, specifically USTAG to IEC/TC 106. Once this proposal is fully developed, the USNC staff should distribute the document to the USNC Council for its review and approval. Status: Pending

Section 3 – USNC Organization Membership

Mr. Thompson opened a discussion on the USNC's Organizational Membership and the current rules/procedures that govern membership. He highlighted the ongoing issues in regards to the "one company/one vote" policy. Currently, the USNC Model Operating Procedures (MOPs, 2014) state that "normally, the policy of 'One Company, Government Agency, Organization, One Vote' applies. If, however, representatives from distinct divisions of an organization can demonstrate independent interests and authority to make independent decisions in the area of the activity of the TAG, each may apply for membership."

Comments articulated during this discussion are as follows:

- The Rules and Procedures Committee, along with Council, agreed to postpone a final decision on this issue as it pertains to the most recent revision to the USNC Statutes.
- The above noted policy as outlined in the MOPs needs to be clearer on what "independent interests" are. How is this term defined? In addition, this policy is only helpful regarding multiple individuals from the same organization. Recently a situation arose in a USTAG where one side of an argument "stacked" the TAG with supporters in order to sway the vote in their favor. These new TAG members came from various organizations and private firms. Therefore, while the TAG officers and TAG Administrator were aware that one side was "stacking" the TAG, there is no policy limiting their participation or votes as they came from different organizations.
- There needs to be some flexibility in the rule as larger companies have different entities and subsidiaries. A suggestion was made that if an individual or their organization has an essential interest in the outcome of a vote, that the individual recuse himself or herself from said vote.

It was requested that the Rules and Procedures Committee review ANSI's policy on the "one company, one vote" rule and provide a report to Council on how the USNC may address this matter (ACTION ITEM #1).

Section 4 – USNC In-House TAG Administration Update

Mr. Zertuche provided a status report on the proposal for USNC in-house USTAG administration. The draft proposal was recently completed and Mr. Zertuche confirmed that it would be distributed to the USNC TMC for review, with a copy to Council, shortly following the Council meeting. Following the close of the TMC's review, a ballot will be distributed to Council to approve the concept of USNC in-house USTAG Administration. Previously, the possibility of in-house administration of the USTAG to IEC/TC 106 was discussed. Mr. Zertuche confirmed that this was a general proposal for the concept of in-house TAG administration, and not specific to any one USTAG.

Secretary's Note: A ballot to confirm the concept proposal for USNC in-house USTAG administration was distributed to Council for vote on 18 June 2018.

Section 5 – Report from American National Standards Institute (ANSI)

5.1 ANSI Report

Mr. Joe Bhatia, President and CEO of ANSI, highlighted the following items:

- **ANSI celebrates 100 years** Washington DC (Union Station), 8 May 2018. Mr. Bhatia invited all USNC members to review the website that was created for this event, and encouraged those who had received invitations to attend.
- **Executive Roundtable Discussion** to be hosted by ANSI in Washington DC (Reagan International Center) on 22 May 2018. The US Secretary of Commerce, Mr. Wilbur Ross is set to participate in this event. The main goal is to discuss the important role standards and conformity assessment play in the US economy and how they can help industries grow.
- **Meetings in China in July** Mr. Bhatia will be traveling to China in July 2018 to meet with various Chinese leaders, and we will be working with China's SAC to organize an industry roundtable focusing on enterprise standards.

5.2 ANSI International Policy Report

Mr. Joe Tretler, ANSI VP – International Policy, provided an update on the following items:

- US/German Standards Panel Every two years ANSI and DIN hold a US/German Standards Panel event in Washington, D.C. This year's panel was held on April 10-11, 2018 in Washington, DC on Securing Future Technologies Cybersecurity and other challenges and solutions for Smart Manufacturing, Mobility and Agriculture.
- **COPANT** Met in Montego Bay, Jamaica, 17 19 April 2018. This year's COPANT theme was "One Voice: Regionally Standardized, Globally Harmonized." This year's meeting was a success with many attendees.
- **PASC** was held in Okayama City, Japan, 15 19 May 2018. The overarching

theme was "Standards for Human Centered Society."

• International development workshops – ANSI is continuing its efforts in India and Africa by hosting workshops in both regions in conjunction with their regional partners. If individuals are interested in participating or sponsoring one of these workshops, please contact Mr. Tretler.

Section 6 – IEC SMB / TMC Issues

Ms. Sonya Bird, TMC Chair, reported on the TMC meeting held on 2 May 2018. She highlighted the indepth discussion the TMC had regarding the membership and voting issues experienced by the USTAG to IEC/TC 110. Mr. Mikoski, the TC 110 TAG Secretary, provided the report to the TMC – for more information, please see **USNC/TMC 990**. Ms. Bird also noted the following items:

- US representatives needed on three SMB Advisory Committees (ACSEC, ACEE, ACEC)
- Systems Committee on Smart Manufacturing Chair election US and German both nominated candidates. The US SMB members are continuing to work with their German counterparts to find a productive solution for both parties.
- Three new SMB adhoc groups (ahG) formed on at February 2018 SMB meeting ahG 79, *Autonomous Systems – Ethics*, ahG 80, *Clarification of Systems Concepts*, and ahG 81, *Electric vehicle and infrastructure landscaping*.

For more information on the TMC meeting, please see USNC/TMC 990 – Draft Minutes.

Section 7 – For Information – IEC CAB / CAPCC Issues

Mr. Tim Duffy, CAPCC Chair, provided a report on the CAPCC meeting held on 1 May 2018. He highlighted the CAPCC's discussion regarding the US CA Systems dues and noted that this matter would be discussed further in Section 9.1 of this agenda.

For more information, please see USNC/CAPCC 216 – Draft Minutes.

Section 8 - IEC Market Strategy Board (MSB) Report

Mr. Scott Colburn (FDA), called in to provide a report on the IEC MSB. He noted that two individuals from the US were serving on the MSB. MSB members are term limited and once Mr. Colburn's term ends, the US should consider nominating another candidate. Mr. Lippert stated that Eaton Corporation had recently nominated an individual to join the MSB as well. It was requested that for future Council meetings, the USNC staff invite all three US MSB members to participate in the USNC Council meetings and provide a report (ACTION ITEM #2).

The MSB was holding its next meeting the week of 18 June 2018 in the Washington D.C. area. The MSB would like to have a reception during this meeting. On behalf of the US hosts for the MSB meeting, Mr. Colburn requested financial support of \$5,000 from the USNC for the reception. It was noted that the IEC would not provide funding for this meeting. In order to support the IEC's broader initiatives, the USNC Council agreed to provide some financial support for this MSB event. It was moved, seconded and

VOTE #3 To Approve USNC Financial Support for the IEC MSB Reception to be Held in the US in June 2018. (This motion was approved) However, the Council stated that this was short notice as the MSB meeting was a little over a month away. It was recommended that the USNC approve \$2,500 in financial support. It was moved, seconded and

VOTE #4 To Approve \$2,500 of Financial Support for the IEC MSB Reception to be Held in the US in June 2018. (This motion was approved)

For more information regarding the MSB update, please see ATTACHMENT A.

Section 9 – USNC / IEC Finance Issues

9.1 USNC Finances Update

Mr. Steve Rood, VP – Finance, reported on the USNC's finances to date. The USNC Finance Committee would be meeting shortly to review the confirmed 2017 financials and discuss possible adjustments that may need to be made to the 2018 budget. As per a suggestion made during the USNC CAPCC meeting on Tuesday, 1 May 2018, Mr. Rood suggested that the Council consider freezing the US Conformity Assessment System dues for the 2019 year at the 2018 level of \$6,000 per system. It was moved, seconded and

VOTE #5 To Approve Freezing the CAPCC Systems Dues for the 2019 Fiscal Year at the 2018 Level of \$6,000 Per System. (This motion was approved)

The USNC Finance Committee will review the USNC budget and Conformity Assessment dues in preparation for the 2020 fiscal year to determine if an adjustment to the CA systems' dues is needed (**ACTION ITEM #3**). It was requested that this review be conducted early in 2019, as the US CA Systems need reasonable time to prepare their 2020 budgets.

9.2 IEC Finance Committee

Mr. Rood informed the Council that the IEC is hosting a quarterly series of webinars for National Committee Secretaries, at which the IEC Central Office (CO) reviews and answers general questions about the IEC's finances, sales policy, national adoptions, among other things. This corresponds to the CO's initiative to be more transparent with its member countries. The IEC Finance Committee recently reviewed the IEC Masterplan funding and its three-year plan. Investing in IT has become a top priority of the IEC. Mr. Mike Petosa, ANSI VP – IT, is the US representative on the IEC's IT Advisory Group (ITAG) which is overseeing the IEC's IT activities. It was requested that Mr. Petosa be invited to the September USNC Council meeting to provide an update on the IEC's IT initiatives, and how they could affect the USNC (ACTION ITEM #4).

For more information on both sections 9.1 and 9.2, please see ATTACHMENT B.

Section 10 – USNC Industry Symposium and Task Force

Tony Zertuche confirmed that the USNC Industry Symposium would take place on 12 September 2018 at the Newseum in Washington D.C. The Industry Event Task Force (TF) conducted its first meeting in March 2018. In conjunction with the USNC staff, the TF created a feedback form that was distributed to the TF to gather input and recommendations in regards to the theme of this event and possible discussion/agenda topics. Mr. Zertuche encouraged all members of the USNC Council to reach out to

leaders in their organizations and invite them to attend or participate in this event. It was requested that the USNC staff distribute promotional materials for the Industry Symposium to Council, TMC and CAPCC so that the committee members can contact appropriate individuals in their organizations regarding the event (**ACTION ITEM #5**).

Section 11 – USNC Technical Areas Task Force

Ms. Sonya Bird and Mr. Steve Rood provided an update on the Technical Areas Task Force. This task force met in March 2018. The USNC is discussing all options in response to the possibility of the IEC/SMB permitting the use of Technical Areas by all TCs. Given the USNC's current billing and financial structure, the USNC could be greatly impacted by the implementation of this new Technical Areas policy. The Task Force reviewed the USNC's financials as they pertain to individual TAG participation fees. Currently, TC 100 is the only committee that utilizes Technical Areas (TA) and the USNC does not charge a fee for participating in Technical Areas under TC 100, only for participating on the USTAG to the TC. Not only could this change affect the finances of the USNC, but it could also have a drastic impact on individual participation on TAGs. With the current structure, individuals are permitted to vote on SCs but no voting takes place at the Technical Area level. Therefore, if a SC converts to a TA, individuals may lose their voting rights, limiting their overall participation on the committee.

It was noted that the DMT would not submit a Technical Areas recommendation to the IEC/SMB until late 2018, making it so the item may be on the February 2019 SMB meeting agenda. With this, the USNC has ample time to consider all possible solutions if this policy is implemented by the IEC. The USNC staff will work with the Chairs of the Technical Areas Task Force to schedule a meeting as soon as possible (**ACTION ITEM #6**). In addition, it was requested that Veronica Lancaster's presentation on TC 100 and its use of Technical Areas be redistributed (**ACTION ITEM #7**) (**ATTACHMENT C**).

Section 12 – Strategic Objectives Implementation Task Force (SOTF)

Peter Pondillo called in to report on the work of the Strategic Objectives task force, which is now focusing on creating an implementation plan for the approved strategic objectives. The SOTF has a balance of representation as all relevant Standing Committee chairs participate. The goal was to ensure that the Standing Committees were aware of the process being implemented by the SOTF. The outlined implementation plan pairs the listed objectives with the relevant Standing Committee based on the committee's focus and responsibilities. It was suggested that the redline document assigning strategic objectives to certain USNC Standing Committees be distributed, and that a meeting of this task force be scheduled as soon as possible to review next steps (ACTION ITEM #8). Please see ATTACHMENT D.

Section 13 – USNC Rules and Procedures Committee Report

Mr. Zertuche reported on the Rules and Procedures Committee. The work of this committee has been delayed as no new chair had been appointed. However, Mr. Zertuche noted that an interested individual has come forward to be the Chair of this committee. More information about the candidate was shared by the Nominations Committee Chair, Mr. Kevin Lippert, during his report. The first task of the Rules and Procedures Committee, after the Chair is confirmed, will be to review and revise the USNC Rules of Procedures and Terms of Reference.

Section 14 – USNC 2022 Planning Committee – IEC General Meeting in the US Update

Mr. Steve Margis gave a status update on the USNC's Planning Committee for the 2022 IEC General Meeting. Since the city selection was finalized at the end of 2017, the USNC Planning Committee had taken a hiatus. Mr. Margis will schedule a brief call with the vice-chair, Veronica Lancaster, as well as the convener of the TC/SC Task Force, Sonya Bird, to discuss next steps.

It was requested that the USNC distribute the sponsor-tracking document for the 2022 IEC General Meeting more frequently (at least with each Council agenda) (**ACTION ITEM #9**).

Secretary's Note: For confidentiality, the **USNC 2022 SPONSOR TRACKER** has been attached to the email distribution of these minutes and not posted on the ANSI SharePoint site.

Section 15 – USNC Nominations Committee Report

Mr. Kevin Lippert, Nominations Committee Chair, highlighted the following items:

- The Nominations Committee (NomCom) has endorsed Mr. Steve Rood for a second term as the USNC Vice-President, Finance.
- This committee recommends that individuals on the NomCom recuse themselves from the committee for the year in which their term is ending/up for renewal. The USNC Council expressed support for this recommendation.
- The NomCom is currently processing nominations for the 2018 IEC and ANSI awards. For more information on the nominees, please see **ATTACHMENT E**. It was moved, seconded and

VOTE #6 To Approve the Nominations Committee's Recommended Nominees for the IEC Lord Kelvin Award, the IEC Thomas A. Edison Award, and the ANSI Awards. (This motion was approved).

The NomCom endorsed the nomination of Mr. Angus Low (Rockwell Automation) as the new chair of the Rules and Procedures Committee and recommended that Council approve said endorsement. It was moved, seconded and

VOTE #7 To Approve the Nominations Committee's Recommendation to Appoint Mr. Angus Low (Rockwell Automation) as the New Chair of the Rules and Procedures Committee. (This motion was approved).

Section 16 – USNC Young and Emerging Professionals (YEPs)

16.1 Young and Emerging Professionals Committee

Ms. Kendall Szulewski-Francis highlighted the following items regarding the work of the Young and Emerging Professionals Committee:

- The first YEP webinar was held in early April with great success. Over 70 people participated in the hour and a half webinar. Ms. Szulewski-Francis thanked Ken Gettman, Jonathan Colby, and Wallie Zoller for being the presenters. The feedback collected via the participation satisfaction survey was overwhelmingly positive. This webinar will be held again next year prior to the US Young Professional competition in order to promote the IEC Young Professional program.
- US Young Professionals Competition has been announced and Ms. Szulewski-Francis encouraged all Council members to submit at least one candidate for this year's competition. The winners will be selected in early July.

16.2 IEC Future Leaders Industry Forum Recap

Mr. Ethan Biery called in and provided a brief recap of the IEC Future Leaders Industry Forum he attended in March 2018 as the former Young Professional US representative. Overall, the forum was fruitful and the MSB will soon present the publication made in conjunction with the attendees of this event. Mr. Biery thanked the USNC for providing travel funding for him to attend on the National Committee's behalf.

For more information, please see ATTACHMENT F.

Section 17 – USNC Communications and Continuing Education Committee

Ms. Elaina Finger, C&CEC chair, reported on the activities of the Communications and Continuing Education Committee. The Communications and Continuing Education Committee officially changed their name to the *USNC Communications Committee* for efficiency purposes. However, the scope of the committee remains unchanged and the group will still focus on education initiatives. Ms. Finger noted that the USNC LinkedIn page was out of date with no new information being posted. It was requested that the USNC staff look into updating the USNC's LinkedIn page for use by the Communications Committee (ACTION ITEM #10).

Ms. Finger drew attention to the USNC Professionals Mentoring Program. Mr. Tretler stated that after discussing the matter further with ANSI colleagues, that the USNC and ANSI should collaborate to establish the parameters of the program in order to move forward. Ms. Elaina Finger will send the USNC Professional Mentoring Materials to Mr. Joe Tretler to discuss and determine next steps regarding the program (ACTION ITEM #11).

For more information, please see ATTACHMENT G.

Section 18 – USNC and the IEC Country Mentoring Program

Mr. Zertuche provided a status report on the USNC's participation in the IEC's Country Mentoring Program. The USNC office previously reached out to two possible mentees, Vietnam and CROSQ. Vietnam is very much looking forward to this opportunity and has made a great deal of progress in recent years in terms of standards development and conformity assessment. Mr. Zertuche stated that both he and Mr. Thompson had a face-to-face discussion with CROSQ representatives at the COPANT meeting in April. CROSQ is very enthusiastic about this opportunity as well. However, CROSQ did note that they are still in the early stages of establishing their standards development and conformity assessment processes and will need greater guidance/assistance in the future.

Comments articulated during this discussion are as follows:

- Given that Vietnam and CROSQ are at two different stages in terms of IEC participation and internal processes, this could allow the USNC to mentor both countries, as Vietnam will need more assistance now while CROSQ would need more assistance in the future.
- In order for all parties involved to gain the most out of these partnerships, the USNC and mentees should have a clearly defined strategic plan in terms of objectives and timelines for the program.
- Vietnam's economy, specifically as it pertains to production and manufacturing, is growing quickly and standards use will be very important for them moving forward. CROSQ could be a valuable participant in the conformity assessment schemes. It was moved, seconded and

VOTE #8 To Approve CROSQ and Vietnam as the Participants, the USNC Will Mentor Through the IEC's Country Mentoring Program.

(This motion was approved).

Mr. Tony Zertuche will contact both CROSQ and Vietnam informing them that the USNC wishes to proceed with mentoring both entities (ACTION ITEM #12).

Section 19 – Interface with International Organizations

• FINCA – Mr. Zertuche stated that the next FINCA meeting would be held in Mexico City, Mexico, 10 – 12 October 2018. FINCA has currently been experiencing issues regarding the chair position. The FINCA chair position rotates with the host – as the hosts this year, Mexico should have the chair position. However, the previous chair from Brazil was not willing to relinquish the position at the agreed-upon timeframe. All FINCA members are currently working on resolving this issue.

A Council member inquired as to why the FINCA meeting was being held later in the year than usual. Mr. Zertuche will reach out to the Mexican National Committee and inquire as to why the FINCA meeting is being held in October instead of September (ACTION ITEM #13).

- **APCF** An APCF meeting was set to be held in conjunction with the PASC meetings. It was suggested that a discussion regarding the chair elections for the Systems Committee on Smart Manufacturing be added to the agenda. An open conversation concerning mutual support for Asia-Pacific region candidates is needed.
- IEC 2018 GM Bilateral Meetings Mr. Thompson drew attention to the USNC bilateral meetings that are held in conjunction with the IEC General Meeting each year. Traditionally, the USNC meets with CENELEC, China, Japan, South Korea, and Germany. However, it is felt that the USNC should reevaluate this meeting schedule. The USNC should be working to expand the number of close relationships the NC has with various National Committees. Also, given changes that are going on in terms of international affairs, it is important for the USNC to be aware of and prepared to handle the array of international situations that could arise. It was suggested that the USNC meet with the National Committee of the United Kingdom instead of CENELEC given BREXIT and the current negotiations between the UK and the EU. The USNC Council agreed. The USNC staff will reach out to the National Committees of China, Germany, the United Kingdom, Japan, and South Korea in October 2018 (ACTION ITEM #14).

Section 20 – Future Meeting Dates

Mr. Thompson made a call for hosts for the 2019 USNC Management Meetings. The following individuals volunteered to host for 2019 specifically:

- Mr. Steve Rood (Legrand) January 2019 Concord/Charlotte, North Carolina
- Mr. Angus Low (Rockwell Automation) Spring or Fall Milwaukee, WI or Cleveland, OH
- Ms. Jennifer Padberg (AAMI) Spring or Fall Arlington, VA

Mr. Thompson noted that the logistics of the September 2018 Council meeting still needed to be finalized, as the usual Management Meeting schedule was changed due to the Industry Symposium on 12 September 2018. Currently the USNC Council meeting is scheduled for Friday, 14 September 2018,

which could require late night/weekend travel for some attendees. Additional information would be provided shortly.

Section 21 – Summary of Votes and Action Items

For a complete list of decisions and action items taken during this meeting, please see USNC/Council – Resolutions – May 2018.

Section 22 – Other Business

Mr. Thompson congratulated Mr. Wynn Bowman for winning the IEC 1906 Award. Mr. Thompson also honored both Ms. Milena Krasich and Mr. John Rennie who recently passed away. They both were long time, successful contributors to the USNC and IEC. Mr. Thompson extended sympathies to the families of Ms. Krasich and Mr. Rennie on behalf of the USNC.

Section 23 – Adjournment

Mr. Thompson again thanked Gary Schrempp and Dell Technologies for hosting these successful Management Meetings. Mr. Thompson adjourned the USNC Council meeting at 2:26 PM (CDT).