



**USNC TECHNICAL MANAGEMENT COMMITTEE
DRAFT MINUTES**

**Hosted by Telecommunications Industry Association (TIA)
1320 North Courthouse Road, Suite 200
Arlington, VA 22201**

**Thursday, 13 September 2018
9:00 am – 4:00 PM (EDT)
(Meeting #55)**

Secretary's Note: Due to Hurricane Florence, the TMC meeting was condensed and held from 9 AM – 12:30 PM.

Members Participating

Sonya Bird, USNC VP – Technical, Chair
Robert Kretschmann, Vice Chair
Tom Buchal
Wynn Bowman
Hae Choe
Jonathan Colby
William Fiske
Ryan Franks
Ken Gettman
Paul Green
Timothy Jeffries
Veronica Lancaster
William Lawrence
Joseph Musso
David Osborn
Florence Otieno
Charley Robinson*
Matthew Williams
John Thompson, USNC President
Tim Duffy, USNC VP – Conformity Assessment
Steve Rood, USNC VP – Finance
Phil Piqueira, USNC Past-President
Tony Zertuche, USNC General Secretary

Underwriters Laboratories Inc.
Rockwell Automation
Intertek
Star Associates International
AAMI
ARESCA
Intertek
CSA Group
NEMA
Intel
Huawei R&D USA
CTA
FM Approvals
UL
Philips
TIA
International Society of Automation
AHAM
Underwriters Laboratories Inc.
Rockwell Automation
Legrand North America
Underwriters Laboratories Inc.
USNC/ANSI

Guests Participating

Kirk Anderson
Michael Dolan
Elaina Finger
Kazimier Gawezyjal*
Elizabeth George
George Kelly
Ken Koffman†
Marianna Kramarikova†

NEMA
Dolby
Corning Incorporated
Dell
Phillips Healthcare
Sunset Technologies
TIA
TIA

Mark Levine	CTA
Laura Lindsay	Microsoft
Kevin Lippert	Eaton Corp.
Angus Low	Rockwell Automation
Evans Massey	Baldor Inc.
Jim Matthews	Corning Incorporated
Alec McMillan	Rockwell Automation
Edward Mikoski, Jr.	Electronic Components Industry Association
John Morelli	IW-Microwave Products Div.
Derwin Nelson	Corning Incorporated
Craig Rodine	ChargePoint, Inc.
Gary Schrempp*	Dell Technologies
Frans Vreeswijk	IEC Central Office
Kenneth Wacks	N/A
Yi Zhao	Huawei R&D USA
Joe Tretler	ANSI
Kendall Szulewski-Francis	USNC/ANSI
Kristen Palma	USNC/ANSI

Members Not Participating

Toby Gillespie	GE
Calvin Luong	CSA Group
Steve Swanson	Corning Incorporated

* = **Via Teleconference**

† = **Part**

Section 1 – Organizational Matters

1.1 Welcome, Opening Remarks, Introductions

Ms. Sonya Bird, TMC chair, called the meeting to order at 9:00 AM (EDT). Mr. Ken Koffman, Vice President TIA, welcomed the USNC TMC members to the TIA offices and reviewed the logistics for the day. Ms. Bird thanked Mr. Koffman and TIA for hosting the USNC meetings.

1.2 Special Presentation: IEC 1906 Awards

Ms. Bird introduced Mr. John Thompson, USNC President, and Mr. Frans Vreeswijk, IEC General Secretary and CEO, to present the IEC 1906 Awards to the US winners in attendance:

- Michael Dolan (TC 100)
- Kenneth Gettman (TC 121)
- Robert Kretschmann (TC 66)
- Richard Loud (TC 5)
- Sharon Lutz (TC 86)
- Kenneth Wacks (JTC 1)
- Jonathan Woodworth (TC 37)
- Wynn Bowman (IECEQ)

At the close of the award presentations, Mr. Thompson congratulated all the winners and thanked Mr. Vreeswijk for participating in the meeting and presentations.

1.3 Approval of the Agenda

Ms. Bird drew attention to the meeting's draft agenda, USNC/TMC 991A. Ms. Bird offered one addition to section 10, the *Frankfurt Agreement and Guidance Document*. No other comments were offered. It was moved, seconded and

**VOTE #1 To Approve the Agenda with Changes (USNC/TMC 991A)
(This motion was approved)**

1.3.1 Approval of Consent Agenda

Ms. Bird drew attention to the consent agenda. No comments were offered regarding the TAG officer appointments/reappointments or the US hosted meeting lists. Ms. Bird highlighted the draft minutes from the previous TMC meeting in May 2018. No comments were offered. It was moved, seconded and

**VOTE #2 To Approve the Minutes from the TMC Meeting in
Round Rock, TX (USNC/TMC 990)
(This motion was approved)**

Section 2 – Status of Outstanding Action Items

Ms. Kendall Szulewski-Francis noted that all actions items from the previous TMC meeting in May 2018 were completed.

Section 3 – USNC Industry Symposium Debrief

Ms. Bird stated that due to the condensed meeting schedule, the TMC would skip this item and an update on the Industry Symposium would be given during the afternoon Council meeting.

Section 4 – Global Relevance and the “In Some Countries” Clause

Ms. Bird asked Mr. Ken Gettman, NEMA, to lead a discussion on the "in some countries" clause and its global relevance/applicability. Mr. Gettman noted that "in some countries" clauses are included in standards during the development process to highlight specific requirements or codes that exist within a country. According to the current IEC rules and procedures, when a member National Committee requests the inclusion of an "in some countries" clause in a standard, the request cannot be denied. However, Mr. Gettman noted that there have been instances where members of a Working Group, Project Team, etc. do not wish to include the "in some countries" clause and have resisted including the proper text even though requests for these clauses cannot be denied.

Mr. Bird inquired as to whether other members of the TMC have personally experienced, or are aware of, situations, where there has been opposition to including an "in some countries" clause in a standard. A TMC member expressed concern regarding these clauses and CENELEC. It was noted that CENELEC has mirror committees to IEC committees where issues that affect Europe can be discussed and addressed. The "in some countries" clause was not designed for regular use by CENELEC. Overall, the TMC agreed that the USNC, and IEC, should encourage the use of this clause and provide more information on how to incorporate the clause properly. It was requested that the text in the ISO/IEC Directives, Part 1 regarding the "in some countries" clause be distributed to the TMC (**ACTION ITEM #1**) (please click [here](#) and see **Annex SC to view this text**) and that the "in some countries" clause be added to the 2019 TAG Leadership Workshop agenda for discussion (**ACTION ITEM #2**).

Section 5 – Working Group Meetings Hosted in the US and the Meeting Registration System

Ms. Kendall Szulewski-Francis lead a discussion on whether the USNC TMC should make use of the IEC's Meeting Registration System (MRS) mandatory for all Working Group (WG) meetings hosted in the US. Currently, the IEC does not require WG meetings to use MRS. However, Ms. Szulewski-Francis stated that whether or not MRS is used, when an IEC meeting, WG or otherwise is hosted in the US, the USNC staff will have to produce visa letters and assist with other logistics as necessary. By not having all the necessary information in MRS it makes creating visa letters and other tasks more complicated and time consuming.

A TMC member stated that making MRS mandatory for US hosted WG meetings would be challenging for those committees who have Joint Working Groups (JWG) with ISO as not all ISO experts are in the IEC's Expert Management System (EMS), and in order to use MRS, a person must be entered as an expert into EMS first. Another TMC member indicated that the use of MRS for large groups or long, multi-day meetings had been successful in the past in terms of sharing meeting logistics and other important information. The USNC staff will look into the current EMS process for Joint Working Group experts between ISO and IEC, and how ISO experts can be added to EMS for IEC meeting registration purposes (**ACTION ITEM #3**). Also, it was requested that a discussion item regarding the use of MRS for Working Group meetings hosted in the US be added to the 2019 TAG Leadership Workshop agenda to gain additional feedback from other TAG officers (**ACTION ITEM #4**). The USNC office will strongly encourage the use of MRS for WG moving forward.

Section 6 – IEC Committee Reports

6.1 SMB SyC Smart Energy

Mr. Brian Marchionni provided a written report that was distributed with the draft agenda, USNC/TMC 991A.

6.2 SMB SyC Smart Manufacturing

Mr. Alec McMillan provided written reports on SEG 7 and the new SyC on Smart Manufacturing. For more information, please see, **ATTACHMENT A**, **ATTACHMENT B** and SyC/5/SM.

6.3 SMB SyC Active Assisted Living

Mr. Anthony Ciccarello and Ms. Megan Sepper provided a written report that was distributed with the draft agenda, USNC/TMC 991A.

6.4 SMB SyC Low Voltage Direct Current Applications

Mr. Ken Gettman provided a written report that was distributed with the draft agenda, USNC/TMC 991A. Mr. Gettman encouraged all those who are interested in participating on this USTAG to please contact Ken Gettman, the TAG Secretary, at ken_gettman@nema.org.

6.5 SMB SEG 8 Communication Technologies and Architecture

Mr. Clifford Whitehead provided a written report that was distributed with the draft agenda.

6.6 SMB SEG 9 Smart Home/Office Building Systems

Mr. Mark Duffy provided a written report that was distributed with the draft agenda.

6.7 Advisory Committee on Energy Efficiency (ACEE) and US Coordinating Committee on Energy Efficiency (USCCEE)

Mr. Kirk Anderson, the new US representative on ACEE gave a brief verbal update on ACEE. He noted that ACEE was discussing inviting their ISO colleagues to join some of ACEE's work programs due to topic overlap. For more information please see **ATTACHMENT C** and **ATTACHMENT D**.

6.8 Advisory Committee on Safety (ACOS) and US Safety Coordinating Committee (USSCC)

Mr. Mark Earley provided a written report on ACOS. For more information, please see **ATTACHMENT E**. It was noted that Mr. Earley's term on ACOS will end September 2019. The USNC will issue a call for new US representation in early 2019.

6.9 Advisory Committee on Environmental Aspects (ACEA) and USNC Coordinating Committee on Natural Environmental Aspects (USCCENV)

Ms. Jiin Park provided a written report that was distributed with the draft agenda, USNC/TMC 991A.

6.10 Advisory Committee on Electricity Transmission and Distribution (ACTAD) and US Coordinating Committee on Electricity Transmission and Distribution

Ms. Szulewski-Francis confirmed that Mr. Ivan Janovick has been appointed as the new US representative on ACTAD and an update on ACTAD's work will be provided for the January 2019 TMC meeting,

6.11 Advisory Committee on Security (ACSEC)

Dr. Frances Cleveland provided a written report that was distributed with the draft agenda, USNC/TMC 991A.

6.12 SMB System Resource Group (SRG)

Ms. Manyphay Viengkham was invited to provide a report. However, the USNC staff did not receive a reply from Ms. Viengkham.

Section 7 – IEC Committee Reports for Discussion

7.1 Advisory Committee on Electromagnetic Compatibility (ACEC) / US Coordinating Committee on EMC

Mr. Don Heirman provided a brief verbal report on ACEC and USCCEMC and provided written reports that were distributed with the draft agenda.

7.2 SG 11 – Hot Topic Radar

Mr. Alec McMillan provided a written report on the work of SG 11. For more information, please see **ATTACHMENT F** and **SMB/6520/R**.

7.3 SMB SG 12 Digital Transformation

Mr. Tony Zertuche gave a brief update on SG 12. He highlighted the recent SG 12 survey that was distributed by the IEC as an Administrative Circular (AC). This survey was to collect use cases on digital transformation from National Committees. Mr. Zertuche encouraged members of the TMC to review this survey and submit feedback. Also, Mr. Zertuche stated that Mr. Timothy Jeffries (Huawei R&D USA) had been appointed as the US representative on SG 12. Mr. Jeffries will also be the chair of the US VTAG to SG 12 and Ms. Szulewski-Francis will be the staff support.

7.4 SMB SG 13 Working with Consortia

Ms. Sonya Bird stated that SG 13 would convene shortly and she encouraged anyone interested in participating on this group to please contact her or Ms. Szulewski-Francis.

7.5 Report of SMB Groups

Updates on all other SMB groups in operation:

- **ahG 76 – Masterplan Implementation** – For more information, please see **ATTACHMENT G**. Mr. Jonathan Colby noted that he recently joined the new IEC Council Board Task Force on Internal Transformation. He suggested that US representatives on IEC groups, whether they be committees of the SMB, Council Board, Council, etc., that deal with the IEC Masterplan or Implementation Plan should communicate regularly to ensure US positions are being accurately presented to the IEC. It was recommended that regular updates on the new IEC Council Board Task Force on Internal Transformation be added to the USNC Council agenda going forward (**ACTION ITEM #5**).
- **ahG 78 – Revision of IEC Guide 108** – Mr. Don Heirman gave a brief update on ahG 78 and a report was distributed with the agenda for this meeting. It was requested that the latest draft of Guide 108 be distributed to the TMC (**ACTION ITEM #6**).
- **ahG 79 – Autonomous Systems – Ethics** – Mr. Anthony Ciccarello provided a written report on ahG 79 that was distributed with the draft agenda. For more information please see **SMB/6519/R**.
- **ahG 80 – Clarification of Systems Concepts** – Mr. Matthews provided a brief updated on this ahG. He noted that a new Administrative Curricular was distributed by the IEC to correct the errors in the original Administrative Circular which highlighted the new abilities and deliverables of Systems Committees. For more information, please see **SMB/6512/R**.
- **ahG 81 – Electrical Vehicle and Infrastructure Landscaping** – Mr. Craig Rodine provided a written report on ahG 81. For more information, please see **ATTACHMENT H**.
- **ahG 82 – TC/SC leadership and regional balance** – Ms. Szulewski-Francis provided a brief update on ahG 82. She noted that during the last meeting of this ahG, the German National Committee mentioned their "twinning" program for Secretary roles within the IEC. When this National Committee takes on an IEC Secretariat and appoints a Secretary, this National Committee encourages other, less developed National Committees (NC) or National Electrotechnical Committees (NEC) to appoint an "assistant secretary." This provides opportunities and exposure to NCs and NECs which have not yet taken on a Secretariat or individuals who have not yet been an IEC Secretary. Ms. Szulewski-Francis suggested that the USNC consider a establishing a similar "twinning program" with the USNC's new mentees, Vietnam and CROSQ. A TMC member noted that this could be very good for succession planning as well as maintaining long term participation in the work of the IEC.

- **ahG 83 – Financial input from SMB** – Ms. Bird indicated that this ahG was recently established and the first meeting of this group was held September 11, but conflicted with other USNC meetings.

7.6 IEC Directives Maintenance Team and Joint Directives Maintenance Team

Mr. Jim Matthews reported on the IEC DMT and the JDMT. The next DMT and JDMT meetings are in November 2018 in Australia. At this meeting the DMT and JDMT will discuss the next publication of the ISO/IEC Directives as well as the new JTC 1 Supplement that was distributed in September 2018 for vote by the SMB. Mr. Matthews informed the TMC that both Lisa Rajchel of ANSI, Secretary for JTC 1, and Mr. Phil Wennblom, Chair of JTC 1, would be attending the November JDMT meeting.

Section 8 – Standardization Management Board (SMB) Issues

8.1 Review of Decisions from SMB Meeting in June 2018

Ms. Bird drew attention to the SMB decision lists, SMB/6460/DL, that was distributed with the draft agenda. No comments were offered.

8.2 Review of Agenda for SMB Meeting in October 2018

Ms. Bird reviewed items that would be discussed at the upcoming CAG and SMB meetings in October in Busan, South Korea. Both the CAG and SMB draft agendas (CAG Busan and SMB/6515A/DA) were distributed to the TMC prior to the TMC meeting. Ms. Bird congratulated Mr. George Kelly (Sunset Technologies and ARESKA) who will be receiving the Thomas A. Edison Award for his work as the Secretary for IEC/TC 82. No other comments were offered.

8.3 IEC SMB Elections at General Meeting

Ms. Bird highlighted that China had appointed a new member to the SMB, Mr. Han Xiao and that this nominee will be automatically appointed to the board. She also drew attention to the election/re-election by the IEC Council in Busan of two members of the SMB for a three-year term of office (2019-2021). The candidates are:

- **Mr Alex BAITCH (Australia)**
- **Mr Christian GABRIEL (Austria)**
- **Mr Antony CAPEL* (Canada)**
- **Mr Yury MELKOV (Russian Federation)**
- **Mr Gürsel ERATAK (Turkey)**

The TMC discussed the pros and cons of each candidate. After considering all nominees, the TMC agreed to recommend to Council that the USNC support Mr. Alex Baitch (Australia) and Mr. Antony Capel (Canada) for three-year terms on the IEC SMB (**ACTION ITEM #7**). It was suggested that the US SMB member contact her SMB colleagues to encourage other SMB members to support these two candidates as well (**ACTION ITEM #8**).

Section 9 – Management and Communication Items

9.1 Reports from TAs, Secretaries, Guests in Attendance

Ms. Bird introduced the two individuals who provided reports, Mr. Jonathan Woodworth, Technical Advisor for the USTAG to IEC/TC 37, *Surge arresters*, and Mr. John Morelli, Secretary of IEC/SC 46F, *RF and microwave passive components*. For more information on these presentations, please see **ATTACHMENT I** and **ATTACHMENT J**. Ms. Bird thanked both Mr. Woodworth and Mr. Morelli for their presentations.

9.2 Call for USTAG and IEC TC/SC Leadership Positions, P-Memberships, and SMB Roles

Ms. Szulewski-Francis requested that TMC members review USNC/TMC 1006 and provided feedback on the layout of the document.

9.3 Review of USTAG Administrator Transitions

Ms. Szulewski-Francis reviewed the recent transition in TAG Administrator roles within the USNC. A report was distributed with the draft agenda.

9.4 USNC In-House TAG Administration Update

Mr. Zertuche reported on USNC in-house TAG administration. He noted that the USNC Council approved the In-House Administration proposal on 3 August 2018 and that the USNC staff was finalizing its proposal to the USTAG for IEC/TC 106 for possible in-house administration.

9.5 USNC Subcommittee on USTAG Operating Procedures

Mr. Bill Lawrence gave an update on the work of the Subcommittee on USTAG Operating Procedures (SCOOP). He stated that the new USTAG Model Operating Procedures (2018) were recently approved by the TMC and that these new procedures would be distributed to the USTAG officers shortly for immediate use. Also, as per an action item from the last TMC meeting, the SCOOP is reviewing the updated MOPs for a second time to address the concerns that were mentioned regarding consensus, TAG membership, and veto power. A preliminary draft of the Model Operating Procedures would be distributed to the SCOOP shortly with a call for comments.

9.6 IEC Online Collaboration Tool and New Online Collaborative Authoring RG

Ms. Elaina Finger reported on the newly updated IEC online collaboration tools and the creation of the new IEC Online Collaboration Authoring Reference Group. For more information, please see **ATTACHMENT K**.

Section 10 – Interface with Regional Organizations

At the decision of the chair, the USNC TMC bypassed the reports on regional organizations as these would be provided in the afternoon Council Session.

Ms. Bird called on Mr. Thompson, USNC President, to give a brief verbal report on the Frankfurt Agreement and the discussion that recently took place at the last ANSI/ESO Meeting. Mr. Thompson noted that, to date, no guidance document has been created to assist with the understanding and use of the Frankfurt Agreement. Mr. Zertuche stated that the USNC had previously requested that CENELEC create a guidance document for the Frankfurt (and former Dresden) Agreement. However, even though the creation of this guidance document was discussed with CENELEC on multiple occasions, no official guide was ever published.

Mr. Thompson inquired as to whether the USNC members present agreed that a guidance document on the Frankfurt Agreement would be useful, and if so, how should the USNC proceed in terms of continuing to push for it. Mr. Zertuche highlighted that a USNC task force was created some time ago to

review and address concerns and questions regarding the Frankfurt Agreement. This USNC task force published a USNC whitepaper on this matter. After taking this into consideration, the TMC agreed to recommend to the USNC Council that the USNC officers and staff request that a Frankfurt Agreement Guidance document be created by CENELEC for use by all non-European NCs (**ACTION ITEM #9**). It was requested that the past USNC whitepaper on the Dresden Agreement be distributed to the USNC TMC and Council for the committees' review. Also, that this whitepaper be sent to Mr. Frans Vreeswijk, IEC General Secretary and CEO (**ACTION ITEM #10**)

Secretary's Note: The USNC whitepaper on the Dresden Agreement was distributed with USNC/TMC 1007 – Resolutions document.

Mr. Vreeswijk volunteered to discuss the creation of this Frankfurt Agreement guidance document with the CENELEC officers at the IEC/CENELEC Officers bilateral meeting during the IEC General Meeting in October 2018 (**ACTION ITEM #11**).

Section 11 – For Information – Meeting Schedule 2018 and Beyond

Ms. Bird reviewed the remaining 2018 meeting schedule and other important dates.

Section 12 – Summary of Votes and Action Items

Please see, **USNC/TMC 1007 – Resolutions – September 2018**.

Section 13 – Adjournment

Ms. Bird thanked all those in attendance and TIA for hosting these meetings. Ms. Bird adjourned the TMC meeting at 12:44 PM (EDT).