



**USNC TECHNICAL MANAGEMENT COMMITTEE
DRAFT MINUTES**

**Hosted by Rockwell Automation
1201 S 2nd Street
Milwaukee, WI 53204**

**Wednesday, 1 May 2019
10:00 AM – 4:00 PM (CDT)
(Meeting #57)**

Members Participating

Sonya Bird, USNC VP – Technical, Chair	UL
Robert Kretschmann, Vice Chair	Rockwell Automation
David Bain	TIA
Ethan Biery	Lutron Electronics
Wynn Bowman	Start Associates International
Hae Choe	AAMI
Jonathan Colby	ARESCA
William Fiske	Intertek
Ryan Franks	CSA Group
Ken Gettman	NEMA
Paul Green	Intel
Kerrienne Haresign	CTA
Byron Horak	Intertek
William Lawrence	FM Approvals
Joseph Musso	UL
David Osborn	Philips
Florence Otieno	TIA
Charley Robinson	ISA
Steven Swanson	Corning
Kevin Lippert, USNC President	Eaton
Tim Duffy, USNC VP – Conformity Assessment	Rockwell Automation
Steve Rood, USNC VP – Finance	Legrand North America
Tony Zertuche, USNC General Secretary	USNC/ANSI

Guests Participating

Ron Borowski	Eaton
Mark Earley	NFPA
Elaina Finger	Corning Incorporated
Kazimier Gawezyjal	Dell
Elizabeth George	Phillips Healthcare
George Kelly	ARESCA
Paul Kelly	UL
Veronica Lancaster	CTA
Scott Lindsay	CSA Group
Angus Low	Rockwell Automation

Jim Matthews
Steve Margis
Richard McDermott
Alec McMillan
Edward Mikoski, Jr.
Jennifer Padberg
Andia Persad-Maharaj
Philip Piqueira
Peter Pondillo
Steve Sharples
Clifford Whitehead†
Jianchao Zeng
Joe Tretler
Jiin Park
Kristen Palma

Corning Incorporated
UL
ECCC
Rockwell Automation
ECIA
AAMI
Trinidad & Tobago Bureau of Standards
UL
Corning Incorporated
CSA Group
Rockwell
FDA
ANSI
USNC/ANSI
USNC/ANSI

Members Not Participating

Calvin Luong
Timothy Jeffries
Toby Gillespie
Matthew Williams

CSA Group
Huawei R&D USA
GE Energy
AHAM

† = **Part-time**

Section 1 – Organizational Matters

1.1 Welcome, Opening Remarks, Introductions

Ms. Sonya Bird, TMC Chair, called the meeting to order at 10:00 AM (CDT). She thanked all those in attendance and Rockwell for hosting the USNC meetings. Ms. Bird welcomed the new TMC member, Byron Horak, from Intertek. She also recognized Ken Gettman for his longstanding time on TMC as he retires in May and Tony Zertuche for returning to the SMB as Alternate.

1.2 Approval of the Agenda

Ms. Bird drew attention to the meeting's draft agenda, USNC/TMC 1029A. No changes were suggested or comments offered. It was moved, seconded and

**VOTE #1 To Approve the Agenda (USNC/TMC 1029A)
(This motion was approved unanimously)**

1.2.1 Approval of Consent Agenda

Ms. Bird reviewed the consent agenda including the TMC Minutes from the meeting on 16 January 2019 at Legrand/Pass & Seymour in Concord, NC. No comments on the minutes or the consent agenda were received. It was moved, seconded and

VOTE #2 To Approve the Minutes from the TMC Meeting

in Concord, NC (USNC/TMC1028)
(This motion was approved unanimously)

1.2.2 Approval of Balance Agenda

No comments were offered on the balance agenda.

Section 2 – USNC TAG to IEC/TC 116, Special Body Discussion

The TMC convened a members-only meeting to hear the request of the Outdoor Power Equipment Institute (OPEI) for the establishment of a Special USNC Body to IEC/TC116. The Power Tools Institute (PTI) is the USNC TAG Administrator for IEC/TC116 and OPEI is a member of the TAG. Both OPEI and PTI were present.

Sonya Bird, Chair of TMC, a UL employee, recused herself from chairing the discussion to avoid any conflicts of interest as PTI has granted permission to UL to adopt some of the IEC standards developed by IEC/TC 116. The TMC vice-chair, Bob Kretschmann, convened this portion of the meeting.

The TMC's decisions were communicated to the affected parties by the USNC General Secretary under separate cover.

Section 3 – Status of Outstanding Action Items

Mr. Tony Zertuche reviewed the outstanding action items from the previous meetings:

ACTION ITEM #2019 - 1 - 2 – The TMC requested that a document containing examples on how to use the "in some countries" clauses be updated and distributed to the TMC and the USNC technical constituency for reference.

Status: Pending

The TMC formed a new task force to develop a document that gives guidance to TAGs on how to draft the "in some countries" clauses so the USNC can be more effective. The TF Chair is Mohammed Ali (NEMA) and the members are Dave Osborn (Philips) Joe Musso (UL), and Bob Kretschmann (Rockwell). The TF will prepare the document before the September TMC meeting (**ACTION ITEM #1**).

ACTION ITEM #2019 – 1 - 4 – USNC staff will contact Brian Patterson (EMerge) regarding his continued participation on the USNC TAG to SyC LVDC as Technical Advisor.

Status: Pending

ACTION ITEM #2019 – 1 - 6 – USNC staff will distribute a call for a new US representative on SRG given Manyphay Viengkham's recent resignation as the Convenor of this group, and the USNC staff will request that Ms. Viengkham submits a summary of SRG's work to date.

Status: Completed

ACTION ITEM #2019 – 1 - 11 – USNC staff will send out a final reminder to the USNC Council and TMC to submit comments on IEC and ISO's cooperation and collaboration.

Status: Pending

Section 4 – For Information/Action – Exceptional Issues Facing the SMB

4.1 TMB/SMB meeting on 18 June 2019

Ms. Bird led a discussion on the IEC/SMB and ISO/TMB joint meeting to take place on 18 June 2019 in conjunction with the SMB meetings in Geneva. Ms. Bird stated that the joint meeting is something that the SMB had wanted for over a year. It will be a full-day meeting of the SMB and the TMB.

Ms. Bird reviewed the joint meeting agenda with the TMC. At the joint meeting, the SMB and the TMB plan on reviewing the procedures, operations, and current activities of the groups, including the differences and opportunities. One of the differences between the SMB and TMB is that the TMB does not require reports following meetings, which will be discussed at the meeting. The groups will also be reviewing the key challenges in the international standardization environment, and Ms. Bird welcomed any input from the TMC members who faced challenges in their international work. In addition, the ISO project management approach will be reviewed and JTC 1 issues will be discussed in detail. Ms. Bird also asked the TMC members to send in any JTC 1 issues they would like to add as discussion item.

4.2 Review of New IEC Committees

Ms. Bird drew attention to the two new IEC committees (TC 125 and PC 126) formed by the SMB in February and announced the need for a USNC TAG Administrator for those two committees. USNC staff will distribute a call for TAG members and a TAG Administrator for the two new committees (**ACTION ITEM #2**). Ms. Bird confirmed that the SMB abided by the new procedure to hold a teleconference before forming any new committees. The teleconference allowed the proposers of the new committees to present their cases and the TCs who may be affected by the new committees a chance to ask their questions.

Section 5 – For Information – IEC Committee Reports

Ms. Bird informed the members that the TMC will be implementing a new rotating reporting structure to reduce redundancy in the IEC committee and TAG reports. A schedule will be established so that the number of reports will be reduced to two thirds of what the TMC receives currently (**ACTION ITEM #3**). However, the committees will be able to add their report to the agenda, as needed, if they have issues or topics they would like to bring forward to the TMC.

5.1 SMB SyC Smart Energy

Mr. Brian Marchionni was invited to provide a report. However, the USNC staff did not receive a reply from Mr. Marchionni.

5.2 SMB SyC Active Assisted Living

Mr. Anthony Ciccarello and Ms. Grace Roh provided a written report. In addition to the written report, Mr. Bob Kretschmann noted that the committee is reviewing the functional safety in this area and seeking expertise from TC 65 and SC 65A, which has a horizontal responsibility for functional safety.

5.3 SMB SyC Low Voltage Direct Current Applications

Mr. Ken Gettman provided a written and verbal report. In his verbal report, Mr. Gettman shared a concern that the number of meetings the group is scheduling appears less than beneficial to the committee members. Having too many meetings can be burdening to the members who are trying to stay active on the committee.

Mr. Gettman added that there is still very limited US participation on SyC LVDC. That is mostly because the US is already electrified with AC and there is not much demand or

interest in DC. While there are some benefits from using DC that have been demonstrated by conversion, the return is not enough to generate interest from the industries for the retrofit.

5.4 SMB SEG 8 Communication Technologies and Architecture

Mr. Clifford Whitehead provided a written (**ATTACHMENT A**) and verbal report. During the discussion, Mr. Whitehead reported that SEG 8 completed their work at the meeting in March. They are preparing a final report for the SMB. The first part of the report is on emerging technology and architecture in communications and the second part is on market trends and business development models for communications technologies and architecture. There is also a section about spectrum policy in the report.

SEG 8 recommends establishing a systems committee for communication technologies and architecture, creating SRDs, and distributing a survey to help them develop a spectrum policy.

5.5 SMB SEG 9 Smart Home/Office Building Systems

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

5.6 SMB SEG 10 Ethics in Autonomous and Artificial Intelligence Applications

Mr. Anthony Ciccarello and Mr. Wallie Zoller provided a written report. SEG 10 is looking for more members. The scope of the SEG is ideal for members in academia or the legal field; or scientists, philosophers, and regulators. It was requested that USNC staff distribute a call in ANSI's What's New Newsletter and the USNC Current for membership on SEG 10 (**ACTION ITEM #4**).

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

Mr. Kirk Anderson was invited to provide a report. However, the USNC staff did not receive a reply from Mr. Anderson.

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

Mr. Mark Earley will be retiring this year, and the TMC members thanked him for his work on ACOS over the years. Three nominations have been received for his replacement. USNC staff will reach out to the IEC CO about having a second US representative on ACOS (to represent high voltage), and then distribute a ballot to the TMC. (**ACTION ITEM #5**).

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

Ms. Jiin Park provided a verbal report where she noted that ACEA created a task force for harmonizing the halogen content definition. ACEA also established a task force to increase awareness of the circular economy and material efficiency. It was requested that any comments for these task forces be sent to Ms. Park.

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

Mr. Ivan Jovanovic, the new US representative on ACTAD, was invited to provide a report. However, the USNC staff did not receive a reply from Mr. Jovanovic.

5.11 Advisory Committee on Security (ACSEC)

Dr. Frances Cleveland was invited to provide a report. However, the USNC staff did not receive a reply from Mr. Cleveland.

5.12 SMB SG 13 Working with Consortia

Ms. Hae Choe provided a verbal report indicating that the SG had an in-person meeting in February, but the teleconference that was supposed to be in April was postponed. Ms. Choe highlighted two of SG 13 action items: 1) to develop the content for the future consortia section of the IEC website and 2) to provide guidance for the IEC community to increase their participation in consortia.

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

Mr. Don Heirman provided a written report that was distributed with the draft agenda.

5.14 SMB SyC Smart Cities

Ms. Florence Otieno provided a written report that was distributed with the draft agenda.

Section 6 – For Action/Information – IEC Committee Reports for Discussion

6.1 SMB System Resource Group (SRG)

Ms. Viengkham has resigned from all IEC activities; however, she provided a written report on the SRG before leaving. It was noted that there is a lack of progress in SRG and not enough support from IEC. The TMC requested that SRG needs a strong leader who understands software and the developing tools for systems engineering. The US SMB members will bring up the TMC's concerns and request at the next SMB meeting in Geneva, and USNC staff will distribute a call for a new SRG Convenor and US representative on SRG (**ACTION ITEM #6**).

6.2 SG 11 – Hot Topic Radar

Mr. Matthews and Mr. McMillan did not have any new updates to report.

6.3 SMB SyC Smart Manufacturing

Mr. McMillan reported that all six working groups (WGs) are progressing with at least one US representative on each. The CAG has been formed and there are two US representatives in the group. Mr. McMillan will create an interim report on the work of SyC Smart Manufacturing to use for recruitment purposes (**ACTION ITEM #7**). USNC staff will distribute a call for a new US representative on SyC Smart Manufacturing.

6.4 SMB SG 12 Digital Transformation

Mr. Zertuche provided a written (**ATTACHMENT B**) and a verbal report. Mr. Zertuche provided an update on SG 12's activities including the creation of two task forces. Task Force 1 will be on "working more digitally" and begin looking at how to develop standards more efficiently by digitally combining the development steps. Task Force 2

will focus on “creating digital content”, such as XML and machine interpretable standards, as well as collecting technical use cases, and developing a business model. Mr. Zertuche will represent the US on TF 1, but a US representative is still needed for TF 2. USNC staff will distribute a call for a new US representative on SMB SG 12 TF 2 (**ACTION ITEM #8**).

6.5 Report of SMB Groups

Updates on all other SMB groups in operation:

- **ahG 76** – *Masterplan Implementation* – Ms. Bird reported that the Convenor of ahG 76, Thomas Sentko has stepped down from his role and was replaced by Ralph Sporer. Work has been progressing.
- **ahG 78** – *Revision of IEC Guide 108* – Mr. Heirman provided a written report that was distributed with the draft agenda.
- **ahG 79** – *Autonomous Systems – Ethics* – **disbanded**.
- **ahG 80** – *Clarification of Systems Concepts* – **disbanded**.
- **ahG 81** – *Electrical Vehicle and Infrastructure Landscaping* – **disbanded**.
- **ahG 82** – *TC/SC leadership and regional balance* – Ms. Bird replaced Kendall Szulewski-Francis on ahG 82 to help review the regional balance of IEC Chairs and Secretaries. ahG 82 is anticipated to provide a progress report for the SMB by the June meeting.
- **ahG 83** – *Financial input from SMB* – Ms. Bird has no new update since the last meeting.
- **ahG 84** – *Sustainable Development Goals* – ahG 84 was created to ensure that the SMB has a good understanding of the UN’s 17 sustainable development goals so as to better include them in standardization work. ahG 84 will have their first face-to-face meeting in June.

6.6 IEC Directives Maintenance Team and Joint Directives Maintenance Team

Mr. Jim Matthews reported that the DMT has not met since the last TMC meeting but will be getting together in Geneva in June after the SMB meeting. There will also be an ad hoc group meeting to work on the administrative circulars. The DMT has been working with the IEC IT department to create a new tab on the administrative circular where the changes and updates in the IEC Directives can more easily be accessed. The new Directives will be available in May.

Mr. Matthews provided an update that both his and Mr. Zertuche’s membership on DMT and JDMT were renewed for another term. In addition, Pierre Sebellin from the IEC CO became the new DMT Secretary.

Section 7 – For Information/Action – Standardization Management Board (SMB) Issues

7.1 Review of Decisions from SMB Meeting in February 2019

Ms. Bird reviewed the decisions taken at the SMB meeting held in Montreux, Switzerland in February 2019. Ms. Bird noted that the SMB decision list had been previously distributed with the draft agenda, and she highlighted the following items:

- *SMB Decision 164/13 & 14* – Proposal for a new IEC Committee – C/2167A/DV, C/2180/RV – SMB approved a new TC and a new PC and Ms. Bird drew attention to the scope of the new committees that was included in the decisions document.
- *SMB Decision 164/18* – TC 62 – SMB asked TC 62 to give a presentation to explore the opportunity of running a pilot with the new online authoring tool when it is available. Mr. Colby volunteered to be the pilot candidate when the pilot becomes available.
- *SMB Decision 164/22* – Committee Secretary Name Change – SMB/6642/R, 6642A/RV – SMB requested that the IEC Central Office provide additional information, such as the survey result of the international TC/SC officers on the name change, including the various options for SMB’s decision at the next meeting. The survey results regarding the IEC Secretary name change from the February 2019 SMB meeting will be distributed to TMC for input (**ACTION ITEM #9**).
- *SMB Decision 164/29* – Any Other Business – Mr. Jack Sheldon will retire and no longer be the SMB Secretary. SMB thanked him for his dedication to SMB for many years.

7.2 Review of SMB Meeting Agenda for June 2019

Ms. Bird reported that the official agendas for the upcoming CAG and SMB meetings in Geneva, Switzerland in June, have not been distributed. Agenda items were not available for review but will be distributed when received.

Section 8 – For Information – Management and Communication Items

8.1 Reports from TAs, Secretaries, Guests in Attendance

Mr. Charley Robinson, Secretary for the USNC/IEC TC 65 TAG *Industrial-process measurement, control and automation*, provided an update on TC 65 as it pertains to Smart Manufacturing (**ATTACHMENT C**). As a result of his presentation, a recommendation was received that the cyber standards developed by TC 65 should be made into horizontal standards. The TAG will pursue this suggestion through TC 65.

Mr. Jonathan Colby, Technical Advisor for the USNC/IEC TC 114 TAG *Marine energy - Wave, tidal and other water current converters*, shared his TAG’s experience with the IEC’s new online teleconference system, Zoom. They are in favor of the platform and encourages everyone to use Zoom for their online meetings.

In addition, Mr. Colby called attention to the online document development products the SG 12 TF is evaluating. He expressed a concern that the two products in consideration

could potentially be competing products. Mr. Colby requested more information on the two online authoring tools and the TF's vetting process.

Lastly, Mr. Colby informed the TMC that Microsoft Word no longer supports equation editor for free and that the alternate equation editing software, MathType 6, is a paid product. He added that the equation editing tool is essential for updating the standards with a lot of equations but the lack of free access to the resource and support from IEC is becoming a concern.

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

Mr. Zertuche gave an update on the vacant USNC and IEC positions, as well as opportunities for new IEC P-membership and changes in TAG Administrators. USNC Staff will distribute to TMC a document with a list of all USNC TAG and IEC TC/SC/SyC Leadership Positions, P-Memberships, and SMB Roles that are open (**Action Item #10**).

8.3 USNC Subcommittee on Operating Procedures

Mr. Bill Lawrence provided an update on the work of the Subcommittee on USTAG Operating Procedures (SCOOP), including a review of the latest revision of the USNC Model Operating Procedures (USNC MOP). Mr. Lawrence reported that in the latest revision, SCOOP clarified the responsibilities of the TAG, including the approval process for the TAG members and the nominations and voting processes. Any changes will be highlighted in the Forward section of the document in the final version. Mr. Lawrence emphasized that all of the TAGs will be required to follow the USNC MOP or submit their Unique Procedures to the SCOOP for review. Currently, the new version of the document is being circulated within SCOOP for editorial comments. When the editing is complete, the document will be circulated to TMC for approval.

Section 9 – For Information – Interface with Regional Organizations

Mr. Zertuche provided an update on the USNC's regional outreach initiatives:

- **USNC Country Mentoring Program** – Vietnam and CROSQ
- **CENELEC** – Update on Frankfurt Agreement TF

A new task force was formed to review the guidance document put together on the agreement. The new members include Steve Swanson (Corning, Convenor), Sonya Bird (UL), Randy Cooper (AHAM), and Don Heirman. Mr. Zertuche noted that a call for volunteers was distributed but not enough responses were received. The Frankfurt Agreement/CENELEC TF Convenor will schedule a meeting of the group before the next TMC meeting (**Action Item #11**).

- **APCF/PASC** – Report from April 2019 meetings in Wellington, New Zealand

Mr. Zertuche highlighted the following items:

- Working Group 1 from APCF submitted a report related to regional balance to the IEC Council Board for review. The report included a recommendation on ways the IEC can increase regional balance.
- The Philippines National Committee asked the USNC to mentor their NEC as part of

the IEC's Mentoring Program.

- **COPANT** – Issues for the May 2019 meeting in Cartagena, Colombia
Mr. Zertuche will provide more updates after the meeting.
- **FINCA** – September 2019 meeting in Lima, Peru (hosted by the Canadian National Committee)

Section 10 – For Information – Meeting Schedule 2019 and Beyond

Ms. Bird reviewed the remaining 2019 meeting schedule and other important dates.

Section 11 – Adjournment

Ms. Bird thanked Rockwell Automation for hosting these meetings and those who participated. She adjourned the meeting around 3:30 PM (CDT).