



**USNC TECHNICAL MANAGEMENT COMMITTEE
DRAFT MINUTES**

**Hosted by Corning Incorporated
Corning Radisson Inn
125 East Denison Parkway
Corning, NY 14830**

**Wednesday, 13 September 2017
9:00 am – 4:00 pm (EDT)
(Meeting #52)**

Members Participating

Sonya Bird, USNC VP – Technical, Chair	UL
Robert Kretschmann, Vice Chair	Rockwell Automation
Ethan Biery	Lutron Electronics
Tom Buchal	Intertek
Wynn Bowman	Star Associates International
Hae Choe	AAMI
Jonathan Colby	ARESCA
Matthew Williams	AHAM
Donald Heirman	US EMC Standards Corp
William Lawrence	FM Approvals
Joseph Musso	UL
Veronica Lancaster	CTA
John Thompson, USNC President	UL
Kevin Lippert, USNC VP – Membership	Eaton Corp.
Tim Duffy, USNC VP – Conformity Assessment	Rockwell Automation
Steve Rood, USNC VP – Finance	Legrand NorthAmerica
Phil Piqueira, USNC Past-President	UL
Tony Zertuche, USNC General Secretary	ANSI

Guests Participating

Robert Sherwin	ARESCA
Paul Green	Intel
Jim Matthews	Corning Incorporated
Randy Dollar	Siemens
Elaina Finger	Corning Incorporated
Megan Hayes	NEMA
James Marquedant	FM Approvals
Jennifer Padberg	AAMI
Paul Moliski	Intertek
Peter Pondillo	Corning Incorporated
William Lazerle	Evergreen High Voltage
Richard McDermott	ECCC
Edward Mikoski, Jr.	Electronic Components Industry Association

Alec McMillan
Manyphay Viengkham*†
Ken Rempe
Gary Schrempp
Jianchao Zeng
Derwin Nelson
Joe Tretler
Kendall Szulewski-Francis
Sam Roods

Rockwell
GE
Siemens Industry, Inc.
Dell
FDA
Corning Incorporated
ANSI
ANSI
ANSI

Members Not Participating

Ryan Franks
Ken Gettman
Toby Gillespie
Calvin Luong
Charley Robinson
Florence Otieno
Steve Swanson

CSA Group
NEMA
GE
CSA Group
International Society of Automation
TIA
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). Ms. Bird thanked all those in attendance and expressed appreciation to Corning Incorporated for hosting the USNC Management Meetings. Ms. Bird welcomed two new members to the TMC, Mr. Jonathan Colby (ARESCA) and Mr. Toby Gillespie (GE).

Mr. Jim Matthews (Corning) made opening remarks and provided logistical details regarding the day's/night's events.

1.2 Approval of the Agenda

Ms. Bird drew attention to the meeting's agenda (USNC/TMC 942A). It was requested that three matters be added – *Section 3.3* Succession Planning and to *Section 6.1* TA of TC 42 Report and Mr. Alec McMillan's report on Additive Manufacturing. It was motioned, seconded and

**VOTE #1 To Approve the Agenda with Changes (USNC/TMC 942A)
(This motion was approved unanimously.)**

1.2.1 Approval of Consent Agenda

- a) Ms. Bird drew attention to the minutes from the last TMC meeting on Wednesday, 7 June 2017 at Eaton. No comments were offered. It was motioned, seconded and

**VOTE #2 To Approve the Minutes from the TMC Meeting at Eaton on 7
June 2017 (USNC/TMC 940)
(This motion was approved unanimously.)**

- b) **Report on Appointments/Reappointments**
No comments were offered regarding these matters.
- c) **US Hosted Meetings**
No comments were offered regarding these matters.

1.2.2 Approval of Balance Agenda

Ms. Bird noted the balance of the agenda. No comments were offered and the Balance Agenda was considered approved.

Section 2 – Status of Outstanding Action Items

Ms. Kendall Szulewski-Francis reviewed the outstanding action items from the previous meetings:

ACTION ITEM #2 – 6/2017 – It was suggested that the USNC, and IEC, promote the use of liaisons as solutions to communication issues with scope overlap, and encourage Committees to engage in the liaison process. Mr. Ken Gettman, Mr. Alec McMillan, and Mr. Joe Musso volunteered to write an article for a future edition of the USNC Current on scope overlap issues and the use of liaisons.

Status: Pending

ACTION ITEM #3 – 6/2017 – A request was made that the ISO/IEC/ITU New Work Item document (distributed monthly by ANSI's ISO Department) be circulated by the USNC staff for members to monitor the new work items being proposed by all three international bodies.

Status: Completed

**It was requested that the USNC staff also distribute the IEEE list of new work items in addition to the above noted items. Mr. Matthews volunteered to assist with this (ACTION ITEM #1).*

ACTION ITEM #12 – 6/2017 – Ms. Bird requested that those who had yet to submit the appropriate information for the TMC Reference Document for TAGs (replacing the Group Manager information) do so as soon as possible so the document can be distributed to the TAG officers.

Status: Completed

Section 3 – Important Changes on the Horizon

3.1 Limiting System Committees (SyC) on Standards Development

Mr. Jim Matthews, Chair of the IEC DMT, led a discussion on the potential implications of limiting the Systems' Committees ability to develop standards. Mr. Matthews drew attention to the following items:

- The Systems Committee's new deliverable will be Systems Reference Documents (SRD). A SRD will go through a publication process similar to a Technical Specification, with the main differences being who has access to view/comment on the document and the commenting period.
- The ability of a SyC to publish an international standard has been limited to exceptional circumstances. Some of these circumstances are when:
 - o It is a joint effort between ISO and IEC, or
 - o Specific permission is granted to a SyC by the SMB.
- Membership of a SyC has been broadened. The new classification of "Contributing Member" (C-Member) has been established to increase participation and transparency. While C-members will not be permitted to vote, these members will be allowed to participate in the discussion/development process. In addition, to make the

SyC more open, the recommendation is for the SMB to allow a SyC to create a "pool" of experts from which the committee can draw. National Committees would nominate an expert to the pool rather than to a specific Working Group or document project.

- The renaming of *Systems Evaluation Groups* to *Standardization Evaluation Groups* for a more neutral name.

Comments articulated during this discussion were:

- Concerns were expressed as to how these changes to a SyC's ability to develop their deliverables affect the timeline. Mr. Matthews noted that this new process will not slow down the development timeline, and that ultimately, the goal is to increase participation and help limit/manage overlap that is bound to exist between committees. It was suggested by a TMC member that the SMB be vigilant when it comes to draft scopes and possibly scope encroachment.
- A question was posed regarding the communication of this new structure and its implementation. The IEC CO, and all National Committees, need to ensure that this new structure is clearly conveyed to all constituents. Mr. Matthews stated that members of the DMT are working with the IEC CO to create and implement a detailed communication plan regarding this matter. This communication plan will include guides and clear descriptions of processes.
- A TMC member inquired if the TC/SCs were involved in the development of this new SyC structure. It was noted that while TC/SCs were included in the discussion/development process, only P-Members will be voting to approve this new course.
- A question was posed regarding how this shift in SyCs will affect the financials of the IEC CO. It was noted that an increase in CO administrative costs due to the new SyCs was very unlikely as the number of SyCs created will be limited.
- It was suggested that the administrative support provided by the IEC CO for SyC, instead be taken on by National Committees. Originally, the Central Office was to take on the administrative role for these committees temporarily while these committees were new. Opening these roles to National Committees will increase opportunities for National Committee participation and possibly additional USNC revenue streams (**ACTION ITEM #2**).

3.2 Allowance of Technical Areas (TAs) for All TCs and SCs

Mr. Matthews led a discussion on the proposal of the DMT to allow the use of Technical Areas for all TCs. Mr. Matthews drew attention to the following items:

- By permitting the use of Technical Areas for TCs, the IEC will provide Committees with greater flexibility to better confront the ever-changing world of electrotechnology. TAs give TCs the ability to create and restructure the committee as necessary, without the rigid rules and processes that surround the creation of a SC. The goal is to put TAs and SCs on an equal playing field and to make the use of TAs more accessible, therefore, making a TC's work easier.
- It was noted that this topic would be discussed further at the upcoming DMT meeting in Paris, France, 28 – 30 November. The leadership of IEC/TC 100 is working closely with the DMT as TC 100 has successfully implemented the use of TAs for years.

Comments articulated during this discussion were:

- A TMC member expressed concern regarding the acceptance of TAs by TC leadership. Well-established TCs may be less open to implementing the use of TAs even if they provide greater flexibility. Mr. Matthews noted that the implementation process for TAs may take time. However, the DMT is only trying to provide options to TC leadership; the ultimate decision on the direction of a Committee is up to the leadership and SMB. As more groups use the TA structure, and if it is successful, the hope is that it will encourage other Committees to use it as well.
- Again, it was noted that the IEC needs to clearly communicate the new structure and TA implementation plan to the IEC membership. Mr. Matthews stated that he would provide an update at the January 2018 TMC meeting and that the IEC is working on a comprehensive plan to inform the IEC constituency if/when this change occurs.
- A concern was raised regarding the USNC's current TAG and financial structures and the possible impact this change may have on the national committee. Currently, the USNC funding stream is structured around TAG administration and participation. The USNC has TAGs for both IEC TCs and SCs. By adding TAs as an option, it may limit the future number of SCs, therefore limiting the number of SC TAGs and the USNC dues associated with their administration and individual participation.
- A TMC member reminded the TMC that USTAG TC 100 is currently the only Committee that utilizes TAs. In this case, an individual must join the TC 100 TAG to be on a TA and cannot just join the TA.

Ms. Bird thanked Mr. Matthews and the TMC for a lively discussion, and suggested the creation of a task force to review the implementation of IEC TC Technical Areas and make recommendations on how the USNC could address this matter. Since this issue affects both the technical and financial aspects of the USNC, this is to be a joint Task Force between the TMC and the USNC Finance Committee. It was suggested that the USNC staff conduct an analysis on both the technical and financial impacts of the implementation of TAs and that the joint task force assist with this (**ACTION ITEM #3**). It was recommended that the USNC staff distribute a call for task force members – members of TMC and the Finance Committee were encouraged to participate. Ms. Veronica Lancaster of CTA volunteered to join this group and volunteered to give a presentation on USTAG TC 100's implementation of Technical Areas at the next USNC TMC meeting in January 2018 (**ACTION ITEM #4**).

3.3 Succession Planning

Mr. Tim Duffy, VP – Conformity Assessment, led a discussion on the IEC Succession Matrix that he created and that was further developed by our Canadian colleagues. Mr. Duffy stated that the USNC office would be working in conjunction with the Canadian NC to maintain this document. During the CAPCC meeting, it was agreed that USNC staff would add a summary page to this document highlighting the overall totals for each region. Ms. Bird noted the TC/SC chair information and requested that USTAGs consider what future leadership opportunities may arise as chairs near the end of their terms of office.

Section 4 – IEC Committee Reports

Ms. Bird noted that given the growing number of IEC committees (and the resulting growing number of IEC committee reports), liaisons to these groups are requested to provide written reports in advance of the TMC meeting. Reports indicate if there are specific topics to be considered by the TMC. The submitted reports were not verbally presented at the meeting, but the TMC was given the opportunity to raise questions about reports at the meeting. This process will be implemented for all future meetings. Ms. Bird and Ms. Szulewski-Francis will review the reporting template and edit/update the document as necessary, and the USNC staff will encourage the use of the form for all written reports going forward (**ACTION ITEM #5**).

4.1 SMB SyC Smart Energy

Mr. Brian Marchionni submitted a written report on SyC Smart Energy. This report stated that the SyC has not met since the last USNC TMC meeting. In addition, he highlighted that the US still needs experts for Working Groups 2 and 3. Ms. Bird requested that another call be made in Standards Action for additional members for SMB SyC Smart Energy WG2 and WG3 (**ACTION ITEM #6**).

4.2 SMB SyC Active Assisted Living

The USNC representatives submitted a report that was distributed with the USNC TMC Agenda.

4.3 SMB SyC Smart Cities

The USNC representatives submitted a report that was distributed with the USNC TMC Agenda.

4.4 SMB System Resource Group (SRG)

Ms. Manyphay Viengkham submitted a report and called in to provide an update on the SRG. Ms. Viengkham noted that JTC 1 has expressed interest in leveraging the SRG's tool, which acts as a central repository and includes features like systems mapping, architecture, use cases, and systems and data analysis. The tool is flexible enough to change the level of detail needed by each user, allowing for various uses. For more information, please see **ATTACHMENT A**.

4.5 SMB SyC Low Voltage Direct Current Applications

Mr. Brian Marchionni submitted a report on SyC LVDC on behalf of Mr. Brian Patterson. For more information, please see **ATTACHMENT B**.

4.6 SMB SEG 6 Non-traditional Distribution Networks / Microgrids

The USNC representatives submitted a report that was distributed with the USNC TMC Agenda.

4.7 SMB SEG 7 Smart Manufacturing

Mr. Alec McMillan provided a report on SEG 7. He stated that the SEG's final report would be submitted in time for the SMB meeting at the IEC General Meeting in October. He requested the US SMB Representative support the recommendation to create a new Systems Committee, *Smart Manufacturing*.

Also, Ms. McMillan mentioned that ISO/TC 184 and IEC/TC 65 had agreed to create a Joint Work Group (JWG 21), *Smart Manufacturing Reference Model(s)*. This JWG was set to begin work on the approved recommendations, including the development of timely and relevant materials, mapping, maintenance of a directory of applicable standards developed by the ISO SAG, and more. He noted that if the SyC *Smart Manufacturing* was created, the task of mapping would be transferred to this SyC instead. For more information, please see SMB/6235/R, SMB/6247/QP, and **ATTACHMENT C**.

4.8 SMB SEG 8 Communication Technologies and Architecture

Mr. Cliff Whitehead submitted a report that was distributed with the USNC TMC Agenda. He requested assistance in recruiting for US participation in this IEC group. Ms. Bird suggested that a call for members be made in Standards Action (**ACTION ITEM #6**).

- 4.9 SMB SEG 9 Smart Home/Office Building Systems**
Mr. Cliff Whitehead submitted a report that was distributed with the USNC TMC Agenda.
- 4.10 Advisory Committee on Electromagnetic Compatibility (ACEC) / US Coordinating Committee on EMC (USCCEMC)**
Mr. Don Heirman provided a report on the work of ACEC and the US mirror committee. He highlighted SMB Decision 159/12, which requested ACEC to propose how to improve interaction with TC/SCs based on their comments provided to the SMB. For more information, please see **ATTACHMENT D**.
- 4.11 Advisory Committee on Environmental Aspects (ACEA) and USNC Coordinating Committee on Natural Environmental Aspects (USCCENV)**
Ms. Jiin Park submitted a written report that was distributed with the USNC TMC Agenda. One of the items highlighted in the report stated, "there was a relatively significant concern that standards, particularly those related to environment (including energy efficiency and environmentally conscious design), are no longer highly valued due to a belief that commercial issues take precedence over public concerns." There was strong objection to this statement, as many TMC members believe it to be entirely inaccurate as it oversimplifies a complicated issue for corporations. It was requested that the US representative for ACEA provide more information in their January 2018 report regarding this statement (**ACTION ITEM #7**).
- 4.12 Advisory Committee on Energy Efficiency (ACEE) and US Coordinating Committee on Energy Efficiency (USCCEE)**
The USNC representatives submitted a report that was distributed with the USNC TMC Agenda.
- 4.13 Advisory Committee on Safety (ACOS) and US Safety Coordinating Committee**
The USNC representatives submitted a report that was distributed with the USNC TMC Agenda. It was noted that the US needs additional representation on ACOS, perhaps by a YP.
- 4.14 Advisory Committee on Electricity Transmission and Distribution (ACTAD) and US Coordinating Committee (USCCTAD)**
Mr. Mark McGranaghan was invited to report on ACTAD's activities. However, Mr. McGranaghan again failed to provide a report to the TMC.
- 4.15 Advisory Committee on Security (ACSEC)**
As previously noted, the next meeting of ACSEC will take place in Berlin, Germany in October 2017. A report will be provided at the TMC meeting in January 2018.
- 4.16 IEC Directives Maintenance Team / Joint Directives Maintenance Team**
Mr. Jim Matthews provided a brief update on the team's activities. Mr. Matthews drew attention to the following DMT items:
- The DMT is in the process of updating the group's Terms of Reference, including the its tasks, membership, convener, secretariat, meetings, cooperation, and reporting.

- The IEC DMT is collaborating with ISO and JTC 1 to change the name of "D Liaisons" to "C Liaisons" to allow for similar identification across all Committees.

Mr. Matthews drew attention to the following JDMT items:

- The current process for collecting and retaining comments provided on FDIS documents only calls for the collection and distribution of negative votes and comments. However, it was suggested that going forward, all comments, both negative and positive, be retained for future reference.

A question was posed regarding the voting deadline enforced by the USNC department. Currently the rule states that all votes and comments should be submitted to the USNC office two weeks prior to the IEC voting deadline. However, this timeline can be challenging for TAGs as it reduces the amount of time the TAG can collect comments from members. It was requested that the deadline for vote/comment submission to the USNC office be changed from two weeks to one week prior to the IEC due date. Mr. Tony Zertuche approved this request and agreed that this change would need to be made in the TAG Model Operating Procedures by the TAG OP Subcommittee (**ACTION ITEM #8**).

4.17 Report of SMB Groups

- **ahG 74 – Dual Referencing and Profiles**
For more information, please see **SMB/6228/R** (attached).
- **ahG 75 – Working with Consortia**
For more information, please see **SMB/6224/R** (attached). A question was posed regarding the definition of "consortia." There was no specific definition of "consortia" agreed upon by the ahG. However, Ms. Bird highlighted that the group mentioned that consortia must be international organizations. It was suggested that a concise definition of consortia be considered by this ahG to limit the possibility of organizations going around National Committees and communicating directly with Technical Committees.
- **ahG 76 – Masterplan Implementation**
For more information, please see **SMB/6008/** (attached).
- **ahG 77 – Digital Transformation**
For more information, please see **SMB/6225/R** (attached).
- **ahG 78 – Revision of IEC Guide 108**
For more information, please see **ATTACHMENT E**.

A question was raised regarding how US representatives are added to new ahG or other committees as they are formed. Mr. Zertuche explained that in the past, due to the short response time provided by the SMB, the USNC staff and TMC chair would discuss possible candidates and contact individuals accordingly. The TMC requested that as the SMB decision sheets are distributed in the future, opportunities for new ahG/committee representation will be highlighted in order to seek volunteers (**ACTION ITEM #9**).

Section 5 – Standardization Management Board (SMB) Issues

5.1 Review of Decisions Taken at SMB Meeting in June 2017

Ms. Bird and Mr. Zertuche reviewed the decisions taken at the CAG and SMB meetings held in June 2017. Ms. Bird drew attention to the following items:

- Implementation of the new SMB voting system.
- Overlapping scope issue between TC 23 and TC 34. The SMB encouraged the two Committees to resolve this issue without SMB intervention. A TMC member suggested that the SMB follow up on this issue to confirm it has been resolved, and that going forward, the US should recommend the SMB impose deadlines on resolutions to guarantee these issues are resolved in a timely manner.

5.2 Review of SMB Agenda for the Meeting at the IEC General Meeting

Ms. Bird and Mr. Zertuche reviewed the agenda for the SMB meeting on 9 October 2017. Ms. Bird recognized Mr. Joe Musso (UL) as a recipient of the IEC's Thomas A. Edison award for his exceptional work as the Secretary of IEC TC 72. The TMC congratulated Mr. Musso! In addition, Ms. Bird noted during the CAG meeting that the US would discuss delays and other issues the Technical Committees have been experiencing with the IEC CO staff. The TMC requested that these challenges with IEC CO staff be discussed during the USNC Officers and IEC Officers bilateral meeting in Vladivostok, Russia.

5.3 IEC SMB Elections

Ms. Bird led a brief discussion on the IEC elections that were scheduled to be held during the IEC General Meeting. In regards to the SMB, she noted that three members of the Board were eligible for election/re-election for a three-year term of office (2018-2020). Mr. Zertuche indicated that in his opinion both Mr. Vimal Mahendru of India and Dr. Jin-Kyu Han of South Korea were strong candidates. It was recommended that the US support these two individuals. It was moved, seconded and

VOTE #3 To Recommend to Council that the USNC Support Mr. Vimal Mahendru (India) and Dr. Jin-Kyu Han (Korea) for election/re-election to the SMB for a Three-Year Term.

(This motion was approved unanimously)

Section 6 – Management and Communication Items

6.1 Reports from TAs, Secretaries, Guests in Attendance

Mr. Peter Pondillo, TA of USTAG SC 86A, *Fibers and Cables*, provided a report on the current work of the TAG. For more information, please see **ATTACHMENT F**.

Mr. William Lazerle, TA of USTAG TC 42, *High-voltage Testing Techniques*, provided a report on the current work of the TAG. For more information, please see **ATTACHMENT G**.

Mr. Alec McMillan, provided a brief report on JTC 1 / SG 3, *3D printing and scanning*. For more information, please see **ATTACHMENT H**.

6.2 Report from the TAG Fee Language Task Force

Mr. Steve Rood provided a report (**ATTACHMENT I**) on the TAG Fee Language Task Force. Mr. Rood reviewed the recommendations provided by the Task Force:

- Implement the suggested detailed appeals process.
- Collaborate with the Subcommittee on OPs to add the language regarding the appeals process to the TAG Model Operating Procedures.

- Provide TAG Administrators and participants with the "Quantitative Guidelines" suggested by the Task Force to help understand the costs associated with being a TAG Administrator.
- Transfer the implementation of these recommendations to the Rules and Procedures Committee.

A question was posed regarding the purpose of these "Quantitative Guidelines?"

Comments articulated during this discussion were:

- The goal of this Task Force was to create a process to handle complaints if/when they are received regarding a fee requested by a TAG Administrator.
- It was noted that each TAG operates differently and the day-to-day operations of each TAG Administrator can vary, causing differences in the fees charged by each organization.
- The difference between a new TAG being formed and the transition of TAG Administrators for an already existing TAG also needs to be taken into consideration. For a new TAG, it may be challenging for the TAG Administrator to determine what the upfront costs will be until participation and administrative resources can be finalized.
- It was suggested that when the text regarding the appeals process is added to the Model Operating Procedures that a reference be made to the Conflict of Interest statement that is contained within the *USNC Statutes*.

Ms. Bird thanked the TMC for a dynamic discussion. Mr. Rood announced that the Task Force would meet prior to the USNC Council meeting to consider the suggested changes to the Task Force's recommendations.

Secretary's Note: The final recommendations of this Task Force were presented during the USNC Council meeting on 14 September 2017. To review the final recommendations, please see ATTACHMENT I.

6.3 Call for TAs, IEC Secretaries, TAG Secretaries and USNC Non-Memberships

Ms. Szulewski-Francis drew attention to the attached document (USNC/TMC 952) which highlighted various vacant USNC/IEC positions for upcoming terms, as well as opportunities for new TC/SC membership. She also noted that the USNC was considering the creation of a US TAG to IEC/SC 8B, and a call for a TAG Administrator went out in Standards Action in August.

6.4 IEEE Task Force Update

On behalf of Mr. Alan Manche, Mr. Zertuche provided an update on the status of the TAG Administrator roles relinquished by IEEE and other organizations. Mr. Zertuche stated that all but three TAGs had found new TAG Administrators. The members of the three remaining TAGs, TC 9, TC 27 and TC 115, have not responded to inquiries by the USNC office regarding this matter. Mr. Zertuche stated that if Administrators are not found by 31 December 2017, the USNC office would begin the process of registering as Non-members in these three IEC Committees.

In addition, Mr. Zertuche drew attention to the notice received from US EMC Standards Corporation stating that the organization would be giving up the role as TAG Administrator for TC 77, SC 77A, SC 77B, SC 77C, CISPR, CISPR B, CISPR F, CISPR

H, and CISPR I. Mr. Don Heirman noted that the corporation is exploring all options to keep the TAG Administrator role for these Committees, including enforcing payment of the TAG participation fee. Mr. Heirman stated that he would continue to provide updates to the USNC office regarding EMC's final decision regarding this matter.

Secretary's Note: Since the TMC Meeting on 13 September 2017, NEMA has expressed interest in taking on the TAG Administrator role for all above listed TAGs relinquished by the EMC Corporation. A call for TAG Administrators has gone out in Standard Action.

6.5 USNC Subcommittee on TAG Operating Procedures

Mr. Bill Lawrence, Chair of the TMC's Subcommittee on TAG Operating Procedures, reported on the work of the Subcommittee. Mr. Lawrence drew attention to the recently submitted unique Operating Procedures for USTAG TC 88 and USTAGs TC 62, SC 62A, and SC 62D. He noted that the Subcommittee had reviewed these unique procedures and recommended that the TMC consequently approve both of these procedures. It was moved, seconded and

**VOTE #4 To Endorse the Subcommittee on Operating Procedures'
Recommendation to Approve USTAG TC 88 and USTAG TC 62, SC 62A,
and SC 62D Unique Operating Procedures.
(This motion was approved)**

For more information, please see **ATTACHMENT J**.

Section 7 – International Engagement and Outreach

7.1 COPANT TC 151 & TC 152

Mr. Ken Gettman provided his final report on COPANT TCs 151 and 152. Mr. Zertuche highlighted the issues that Mr. Gettman had encountered as the US Representative on these Committees, including the lack of materials provided in English and the slow progress made on work items. Mr. Zertuche stated that the US will no longer participate on COPANT 151 and 152 going forward, unless a volunteer steps forward to be the US representative. The USNC will monitor the work of COPANT 151 and 152 through FINCA.

7.2 Interface with Regional Organizations

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

- **FINCA** – The September 2017 FINCA meeting was successful and many of the affiliate countries from the region participated. A suggestion was made by a TMC member to include more conformity assessment systems' activities on the FINCA agenda, specifically the work of IECRE. Mr. Zertuche encouraged all TMC members to submit FINCA agenda topics prior to each FINCA meeting.
- **COPANT** – The next COPANT meeting will be in Montego Bay, Jamaica, in April of 2018.
- **PASC** – The next PASC meeting will be in Okayama City, Japan, 15-19 May 2018.
- **APSG** – Going forward, this group will be the "Asia Pacific Cooperation Forum" (APCF). The mission of the APCF is to facilitate and strengthen the engagement of the Asia Pacific IEC National Committees and IEC Affiliate Countries in international standards development and conformity assessment activities by supporting its objectives and advancing the fulfillment of IEC's goals. It was

noted that Mr. Zertuche was nominated to serve as chair of this group; this nomination was supported by the TMC.

Section 8 – Meeting Schedule – 2017 and Beyond

Ms. Bird drew attention to the upcoming meeting schedule. She noted that the following USNC Management Meetings will be held:

- 23 – 25 January 2018 – Research Triangle Park, NC (UL)
- 1 – 3 May 2018 – Austin, TX (Dell)
- September 2018 – TBD

Section 9 – Summary of Votes and Action Items

Please see **USNC/TMC 957A – RESOLUTIONS DOCUMENT**, September 2017.

Section 10 – Adjournment

Ms. Bird noted that the upcoming SMB meeting would be the last meeting for Mr. Zertuche as the USNC alternate. The TMC showed appreciation for Mr. Zertuche’s work and leadership on the SMB through applause. Ms. Bird again thanked those who attended the meeting and provided updates, and then adjourned the TMC meeting at 4:08 PM (EDT).