**USNC TECHNICAL MANAGEMENT COMMITTEE
DRAFT MINUTES**

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

**Wednesday, 2 May 2018
8:00 am – 3:00 PM (CDT)
(Meeting #54)**

Members Participating

Sonya Bird, USNC VP – Technical, Chair	Underwriters Laboratories Inc.
Robert Kretschmann, Vice Chair *	Rockwell Automation
Tom Buchal	Intertek
Wynn Bowman	Star Associates International
Hae Choe	AAMI
William Fiske	Intertek
Ken Gettman	NEMA
Paul Green	Intel
Timothy Jeffries	Huawei R&D USA
William Lawrence	FM Approvals
Calvin Luong	CSA Group
Joseph Musso	UL
Steve Swanson	Corning Incorporated
John Thompson, USNC President	Underwriters Laboratories Inc.
Tim Duffy, USNC VP – Conformity Assessment	Rockwell Automation
Steve Rood, USNC VP – Finance	Legrand North America
Phil Piqueira, USNC Past-President	Underwriters Laboratories Inc.
Tony Zertuche, USNC General Secretary	USNC/ANSI

Guests Participating

Dan Brake	ARESCA
Randy Dollar	Siemens
Elaina Finger	Corning Incorporated
Elizabeth George	Phillips Healthcare
Jennifer Kitchen	GE
Kevin Lippert	Eaton Corp.
Alan Manche†	Schneider Electric
Evans Massey	Baldor Inc.
Jim Matthews	Corning Incorporated
Richard McDermott	ECCC
Alec McMillan*†	Rockwell Automation
Edward Mikoski, Jr.	Electronic Components Industry Association
Paul Moliski	Intertek

Jennifer Padberg	AAMI
Amy Phelps	NIST
Gary Schrempp	Dell Technologies
Steve Sharples	CSA Group
Bob Sherwin	EAPC Wind
Ed Van Vooren	ELTEK Int'l Laboratories
Yi Zhao	Huawei R&D USA
Joe Tretler	ANSI
Kendall Szulewski-Francis	USNC/ANSI

Members Not Participating

Ethan Biery	Lutron Electronics
Jonathan Colby	ARESCA
Ryan Franks	CSA Group
Toby Gillespie	GE
Veronica Lancaster	CTA
Florence Otieno	TIA
Charley Robinson	International Society of Automation
Matthew Williams	AHAM

* = Via Teleconference
† = Part

Section 1 – Organizational Matters

1.1   Welcome, Opening Remarks, Introductions

Ms. Sonya Bird called the TMC meeting to order at 9:00 AM (CDT). She thanked all those in attendance and Dell Technologies for hosting the USNC Management Meetings. Mr. Gary Schrempp of Dell gave a brief overview of meeting's logistics. Ms. Bird called for introductions and requested that each member of the TMC state their employer as well as the organization they are representing on the TMC. It was confirmed that this would be the new process going forward to allow the USNC office to better track this information.

1.2   Approval of the Agenda

Ms. Sonya Bird called attention to the meeting's agenda, USNC/TMC 976A. She recommend two sections be added to the agenda – Section 9.1, EU data protection law and added ISO/IEC Patent Policy to section 7.2. It was moved, seconded and

VOTE #1 To Approve the Agenda with Changes (USNC/TMC 976A)
(This motion was approved unanimously)

1.2.1   Approval of Consent Agenda

a)   Approval of the Minutes

Ms. Bird drew attention to the minutes (USNC/TMC 975) from the last TMC meeting on Wednesday, 24 January 2018 at UL in RTP, NC. No changes were offered. It was moved, seconded and

VOTE #2 To Approve the Minutes from the TMC Meeting in RTP on 24 January 2018 (USNC/TMC 975).
(This motion was approved unanimously)

     b) Report on Appointments/Reappointments
          Ms. Bird noted the document USNC/TMC 977. No comments were offered.

     c) US Hosted Meetings
          Ms. Bird noted the document, USNC/TMC 978. No comments were offered.

1.2.2   Approval of Balance Agenda
          No comments were offered on the balance of agenda.

Section 2 – Status of Outstanding Action Items

Ms. Kendall Szulewski-Francis reviewed the actions items from the previous TMC meeting. The only remaining action item to complete from the January 2018 TMC meeting is:

ACTION ITEM #3 (1/2018) – It was requested that the USNC staff create an internal meeting guide as a general reference document for all USNC committees/groups.

The draft of this document has been completed and will be distributed to the TMC for review shortly.

Section 3 – Succession Planning – SMB Committees

Sonya Bird led a discussion on succession planning in regards to SMB groups and how the USNC/TMC can best track information about term limits for members on these committees. Ms. Bird referenced USNC/TMC 984, which was distributed with the agenda for the TMC meeting and highlighted the terms of the US representatives on the SMB Advisory Groups. Ms. Bird noted that new US representatives are needed for ACEE, ACSEC, and (shortly) ACTAD. These representatives serve three-year terms (but are not term limited). It was requested that the full membership roster for each AC (not just country appointed representatives) and the DMT be added to this tracking document, and that updated versions of this document be attached to all future TMC agendas (**ACTION ITEM #1**).

A TMC member highlighted the importance of someone taking on the US representative role for ACSEC given the ever-growing interest in and need for information security and data privacy. The US should not only maintain an active role on this committee but also should work to become a leader in the discussions. Ms. Bird encouraged all TMC members to reach out to their networks to fill these three empty US representative roles.

Section 4 – Consumer Participation on USTAGs

Ms. Bird led a discussion on how the TMC and USNC can increase consumer participation, specifically on USTAGs. The following questions were discussed:

- What do current TAG Administrators do to encourage consumer participation in TAGs?
- What consumer groups should we consider when we form TAGs?
- How do we make sure the consumer voice is included in our IEC standards work?

Comments offered during this discussion are as follows:

- In many cases, TCs/SCs (and therefore the USTAG) do not deal specifically with consumer-based products. This poses a challenge when trying to encourage consumer participation because if there is limited or no interest in the product the standards relate to, why would a consumer participate?

- It can be challenging to find consumer advocates who are knowledgeable enough regarding a specific technical subject to provide any actual benefit to the TAG or the TAG's work.
- The USTAG should maintain the right to decide who is permitted to join the USTAG. The consumer advocate should still have to go through the same approval process as any other TAG member. However, leniency should be given with the understanding that their expertise is different from that of a "technical" USTAG member.
- Recruitment of consumer participants is also difficult. Many times these individuals may not have funding for travel to attend meetings. It was noted that in the past the USNC provided financial assistance to a consumer advocate so they could more actively participate.
- It was suggested that this be added to the agenda for the USNC TAG Leadership Workshop set to be held in 2019 (**ACTION ITEM #2**) as it could be a good topic to discuss with the broader TAG/TAG officer constituency.
- Which definition of "consumer" is the USNC using? When discussing detailed issues within a USTAG, there could be multiple interested parties – companies, organizations, individuals – and what each entity finds most important in a standard may vary greatly. It was requested that the ANSI definition of "consumer" be included in the TMC minutes for this meeting (**ACTION ITEM #3**). Please see the definition below.

  ANSI's Constitution and By-Laws, Section 7.15.5 provides the following definition, *"consumers are defined as those individuals who use goods or services to satisfy their individual needs and desires, rather than to resell them or to produce other goods or services with them ("Consumers").*

- A TMC member stated that the USNC's European colleagues confirmed that consumer groups/associations do participate on their mirror committees.

Section 5 – IEC Committee Reports

5.1 **SMB SyC Smart Energy**
A written report was distributed with the meeting's agenda.

5.2 **SMB SEG 8 Communication Technologies and Architecture**
A written report was distributed with the meeting's agenda.

5.3 **SMB SEG 9 Smart Home/Office Building Systems**
A written report was distributed with the meeting's agenda. It was noted that SEG 9 has formally created Advisory Group (AG) 5 to facilitate the coordination between TC 23 and TC 34, and offered JAG 2334 participants to become members of AG 5. AG 5 shall adopt the editorially revised existing terms of reference of JAG 2334.

5.4 **Advisory Committee on Energy Efficiency (ACEE) and US Coordinating Committee on Energy Efficiency (USCCEE)**
A replacement is needed for Mr. Roods as the US representative on this Advisory Committee. The next ACEE meeting was held in Geneva, Switzerland on 25-26 April 2018, and there will be no new activity to report until the next TMC meeting in September 2018.

5.5 **Advisory Committee on Safety (ACOS) and US Safety Coordinating Committee (USSCC)**
A written report was distributed with the meeting's agenda.

5.6   **SMB SyC Active Assisted Living**
A written report was distributed with the meeting's agenda. For more information regarding this Systems Committee please click here, and please contact Anthony Ciccarello (anthony.ciccarello@philips.com) if you are interested in joining this committee.

5.7   **Advisory Committee on Environmental Aspects (ACEA) and USNC Coordinating Committee on Natural Environmental Aspects (USCCENV)**
A written report was distributed with the meeting's agenda.

5.8   **SMB SyC Low Voltage Direct Current Applications (LVDC)**
It was noted that Mr. Brian Patterson was contacted multiple times about providing a report to the TMC on SyC LVDC. However, Mr. Patterson never responded. Mr. Ken Gettman of NEMA, the TAG Administrator for the USTAG to SyC LVDC, stated that the TAG is currently looking for a Deputy Technical Advisor (DTA) who would be able to step in when Mr. Patterson is unavailable.

5.9   **Advisory Committee on Electricity Transmission and Distribution (ACTAD) and US Coordinating Committee on Electricity Transmission and Distribution (USCCTAD)**
ACTAD had not met since the USNC TMC's last meeting in January 2018 so there is no new information to report. In addition, a new US representative is needed for this Advisory Committee.

New US representatives are needed for ACEE (Advisory Committee on Energy Efficiency), ACTAD (Advisory Committee on Electricity Transmission and Distribution) and ACSEC (Advisory Committee on Information security and data privacy). A call should be distributed in *Standards Action* for new US representatives to ACTAD, ACEE and ACSEC (**ACTION ITEM #4**).

5.10   **SMB Systems Resource Group (SRG)**
There was no new information to report on SRG. An update will be provided at the September 2018 TMC meeting.

5.11   **Advisory Committee on Electromagnetic Compatibility (ACEC) / US Coordinating Committee on EMC**
A written report was distributed with the meeting's agenda.

5.12   **SMB SyC Smart Cities**
Florence Otieno submitted a written report. For more information, please see **ATTACHMENT A**.

5.13   **SG 11 – Hot Topic Radar**
Mr. Jim Matthews and Mr. Alec McMillan provided an update on the work of SG 11. The last meeting of SG 11 was held in Vienna, Austria in February 2018. The SG has provided a report for the SMB's consideration. This report includes the recommended definition of "Hot Topic," which is an "emerging topic, including technological and other challenges to the standardization work of IEC, with simultaneously,
- Radical novelty, fast growth rate, prominent impact, uncertainty and ambiguity
- Mid-term or long-term impact

- Big influence, big scale, and urgency."

For more information, please see **SMB/6429/R**.

With the close of Mr. Matthews report, Ms. Bird called attention to the structure of the TMC agenda. Currently the TMC agenda includes reports from all SMB committees such as Adhoc Groups, Advisory Committees, Systems Committees, etc. However, depending on the meeting schedule of each SMB group, there may be no new information available to provide a report to the TMC. (For example, please see section 5.10). With this, Ms. Bird inquired as to whether every SMB committee/group needed to be on every TMC meeting agenda, especially if there is no new information to report. A concern was expressed about the TMC losing sight of SMB committees if they are not listed on the agenda. It was suggested that all SMB committees remain listed on the agenda as a reference, but that certain groups, there may only be one or two reports per year. The USNC staff should continue to contact all US representatives on SMB committees prior to TMC meetings and note on the TMC agenda if there is no update to provide.

Section 6 – IEC Committee Reports for Discussion

6.1   Advisory Committee on Security (ACSEC)
Brian Fitzgerald called in to provide a report on ACSEC. He emphasized that the latest draft of Guide 120 was out for IEC Council vote and encouraged the US to support this document. Ms. Bird stated that a replacement is needed as Mr. Fitzgerald's term expired on 30 April 2018 as the US representative on ACSEC.   Ms. Bird thanked Mr. Fitzgerald for his serve as representative to ACSEC.

For more information, please see **ATTACHMENT B**. To review Guide 120, please see **C/2086/DV**.

6.2   SMB SyC Smart Manufacturing
Alec McMillan called in to provide a report. The SyC Smart Manufacturing chair election was discussed. Ms. Bird stated that a vote was conducted at the SMB meeting in February 2018 and that neither candidate, Mr. McMillan or Mr. Udo Bausch (Germany), received the necessary two-thirds majority. Ms. Bird, Ms. Szulewski-Francis, along with Mr. Zertuche and Mr. McMillan, have been working diligently to find a compromise with their German SMB counterparts. However, the German National Committee has been unwilling to compromise and work with the suggestion of co-chairs, in return only offering an undefined, "special role" for Mr. McMillan. There will be a second vote via letter-ballot shortly for the SMB's consideration.

A TMC member expressed concern with respect to how certain SMB members voted. IEC SMB members must "be able to take decisions as individuals elected to work in the SMB in the best interests of the IEC as a whole," as stated in the IEC's Statues and Rules and Procedures. After discussing this situation with other SMB members, it appeared as though some members of the SMB were instructed to vote for a certain candidate by entities within their governments. However, Mr. Zertuche did stress that during those discussions other SMB members were open to a compromise such as co-chairs for the SyC.

Ms. Bird stated that the USNC would continue to actively campaign for Mr. McMillan and would continue to promote the idea of co-chairs with the German candidate, and

other, SMB members. It was suggested that if no candidate wins the letter ballot, the USNC should request that this topic to be added to the CAG agenda for discussion.

In regards to the work being done by SEG 7, the group recently confirmed that a new definition of "smart manufacturing" would be submitted to the SMB for approval by the ISO/IEC Joint Task Force. For more information, please see **ATTACHMENT C**.

6.3   **SMB Strategic Group (SG) 12 Digital Transformation**
Tony Zertuche gave a verbal report on SG 12. The next meeting of SG 12 will be held in conjunction with the IEC SMB meeting in Geneva, Switzerland in June. Mr. Zertuche drew attention to the Use Case template that was created by the SG to distribute to multiple groups within the IEC community for feedback. Mr. Duffy stated that the CAB had yet to discuss this topic thoroughly, but that the conformity assessment systems had previously expressed interest in this topic. Mr. Zertuche encouraged Mr. Duffy to request that this topic be put on the agenda for the June 2018 CAB meeting and to discuss this topic with the IEC CAB Secretary.

6.4   **Report of SMB Groups**
Updates on all other SMB groups in operation:

- **ahG 75 – Working with Consortia**
  - For more information, please see **SMB/6454/INF**, which is the updated flyer *The IEC and consortia: a win-win partnership*.

- **ahG 76 – Masterplan Implementation**
  - For more information, please see **SMB/6406A/CC**

- **ahG 78 – Revision of IEC Guide 108**
  - A written report was distributed with the agenda, USNC/TMC 976A.

- **ahG 79 – Autonomous Systems – Ethics**
  - A written report was distributed with the agenda, USNC/TMC 976A.

- **ahG 80 – Clarification of Systems Concepts**
  - Mr. Matthews provided a verbal report on ahG 80. At the groups last meeting the following items were addressed:

    - Remaining issues/confusion regarding communications between SyCs and TCs/Scs.
    - Remaining issues/confusion with how and/or when a SyC can produce an international standard.
    - Necessary corrections to the original AC announcing the change in Systems Committees. For updated information, please see **AC/17/2018**.
    - Clarifying and streamlining the SRD definition and process.

  - A comment regarding the potential increase in scope creep if SyCs were able to produce international standards was expressed. This is already a complicated problem within the IEC, and SyCs producing international standards may only exacerbate the problem. This issue is one that the

SMB will have to continue to monitor diligently. SyCs are a very useful mechanisms that allow the IEC to focus on high-level schemes and technical areas that may not fall under the jurisdiction of an existing TC/SC.

- **ahG 81 – Electrical Vehicle and Infrastructure Landscaping**
  - o Mr. Joe Bablo reported that this group has done limited work. The SMB should receive a report prior to the June SMB meeting.

6.5 IEC Directives Maintenance Team

Jim Matthews reported on the DMT meeting held in February 2018 in Vienna, Austria. Mr. Matthews noted that a new edition of the ISO/IEC Directives, Part 1 + IEC Supplement and Part 2 would be released in May 2018. It was requested that the links to the new Directives be distributed when available (**ACTION ITEM #5**). Please click on the following links to view the updated Directives Part 1 + IEC Supplement and Part 2. Mr. Matthews also stated that the DMT is working on how best to organize the IEC's Administrative Circulars (AC) on the IEC website. Currently, it can be challenging to locate an old AC on the IEC site if it is not a recent AC or a "selected AC." Lastly, Mr. Matthews highlighted that the DMT had yet to fully revise the Systems Committee Annex of the Directives, as the DMT is awaiting input from the SMB's Adhoc Group 80, *Clarification of Systems Concepts*.

For more information, please see **SMB/6427/R**.

Section 7 – Standardization Management Board (SMB) Issues

7.1 Review of Decisions from SMB Meeting in February 2018
Sonya Bird reviewed the decisions taken at the SMB meeting held in Vienna, Austria in February 2018. Ms. Bird noted that the SMB decision list had been previously distributed, and she highlighted the following items:

- *SMB Decision 161/15* – JTC 1 issues – SMB/6276/INF – SMB agreed to take greater interest in the work of JTC 1 and more particularly its subcommittees and to invite these to make presentations to SMB.

- *SMB Decision 161/16* – TC 61 report – meeting fees – SMB/6240/R, 6240A/RV, 6292/R – SMB noted the proposals made by TC 61 and confirmed previous decisions taken with regards to meeting fees, that is that fees for attending any kind of TC, WG, PT, MT etc. meeting are not permitted. SMB requested Central Office to re-publicize the existence of the meeting bank (see **AC/15/2016**).

7.2 Review of Agenda for SMB Meeting in June 2018
Sonya Bird reviewed items on the CAG and SMB agendas for the upcoming meetings in Geneva, Switzerland in June 2018.

Regarding the CAG agenda, Ms. Bird drew attention to the following topics:

- Patent Policy Change – The SMB was asked to concur with the "*ISO/TMB Resolution 21/2018 – Recommendation of the ISO Patent Policy Group –*

IEC/SMB to concur on the publication of new Guidelines and Patent Declaration Form.” After communicating with other SMB members, it was suggested that this matter be further discussed by the SMB at the June meeting and the US submitted a comment on the SMB document stating such. Confirmation was received from the IEC Central Office that this item would be added to the SMB agenda. The change approved by the ISO/TMB, noted in SMB/6390/QP is,

> "To the Patent Declaration Form:
> 3) The Patent Holder is unwilling to grant licenses in accordance with provisions of either 1 or 2 above. In this case, the following information must be provided to ITU, ~~and is strongly desired by~~ ISO and IEC, as part of this declaration:
> - granted patent number or patent application number (if pending);
> - an indication of which portions of the above document are affected;
> - a description of the Patents covering the above document."

Overall, there was general support amongst the TMC members for this change.

- IEEE's Global Strategy – The CAG agenda states that the new IEEE global strategy is to increase the number of bilateral Memorandums of Understanding (MOU) between IEEE and other organizations. A TMC member noted that recently there has been delays in the standards development process due to copyright issues. Ms. Bird stated that supporting information was not provided with this agenda item, but that she and/or Ms. Szulewski-Francis could reach out to the SMB Chair and the IEC Central Office to gather some more information (**ACTION ITEM #6**). An example of possible further collaboration between the IEC and IEEE is in the area of Low Voltage Direct Currents (LVDC). The SMB recently established a Systems Committee on this topic and the IEEE has been effective in making progress in their committees on LVDC as well.

- ISO/IEC Collaboration – After multiple attempts, the ISO/TMB and the IEC/SMB will have a joint meeting in June of 2019. This joint meeting will provide a unique opportunity for direct and open discussions between both boards and help increase the possibility for greater collaboration in the future.

Regarding the SMB meeting agenda:

- The participation of other organizations in SMB meetings was discussed. Currently, CENELEC is invited to participate in all SMB meetings as CENELEC has a MOU with the IEC. However, it was noted that FINCA in October of 2017 at the IEC General Meeting in Vladivostok, Russia signed a MOU with the IEC, and therefore should be invited to the SMB meetings as well.

Section 8 – Management and Communication Items

8.1   Reports from TAs, Secretaries, Guests in Attendance
Mr. Edward Van Vooren, Technical Advisor for USTAG TC 112 (evaluation and qualification of electrical insulating materials and systems), provided a report on the work being done by this IEC TC and the USTAG. Mr. Van Vooren noted that the USTAG to TC 112 could use more participation and called upon the TMC members to reach out to their networks to encourage individuals to partake.

For more information, please see **ATTACHMENTS D and E**.

8.2   **Call for USTAG and IEC TC/SC Leadership Positions and IEC P-Memberships**
Ms. Szulewski-Francis drew attention to USNC/TMC 977 and gave an update on the various vacant USNC and IEC positions, as well as opportunities for new IEC TC/SC P-membership. In the future, the USTAG document will be moved to the consent agenda (**ACTION ITEM #7**). The TMC discussed the pro et contra of imposing term limits on IEC Secretaries. A TMC member emphasized that there are select number of IEC member countries that have the resources and expertise to take on IEC Secretariats. By imposing term limits on Secretaries, it may increase the burden placed on the already stretched-thin Secretariats as they would have to be constantly recruiting new individuals to appoint to Secretary roles.

In respect to succession planning for the USNC, the TMC will continue to monitor IEC Chair terms. A USNC officer noted that at the USNC and IEC officers' bilateral meeting at the 81st IEC General Meeting, the USNC showed the IEC officers the succession-planning matrix, and inquired as to whether this type of document could be maintained by the IEC Central Office. All of the information on the matrix is available on the IEC website but scattered throughout. The TMC requested that Mr. John Thompson and Mr. Tony Zertuche reach out to the IEC Officers to follow up on whether or not the IEC can manage and maintain the succession planning spreadsheet/data, which was discussed at the October 2017 USNC and IEC Officers bilateral meeting in Russia (**ACTION ITEM #8**).

8.3   **USNC In-House TAG Administration Update**
Tony Zertuche informed the TMC that the current draft proposal for USNC In-House TAG Administration was nearly complete. The USNC staff will distribute this USNC In-House TAG Administration proposal for the TMC's review, and copy Council on the distribution (**ACTION ITEM #9**).

Secretary's Note: The completed USNC In-House TAG Administration proposal was distributed to the TMC for review, copying Council, on 11 May 2018.

8.4   **USNC Subcommittee on USTAG Operating Procedures (SCOOP)**
Bill Lawrence updated the TMC on the work of the Subcommittee on Operating Procedures. The revised USTAG Model Operating Procedures should be distributed to the TMC shortly for final vote and approval. Once this vote is complete, the SCOOP will begin to work on the harmonization process and next steps regarding USTAG's with Unique Operating Procedures.

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

8.5   **USTAG to IEC/TC 110 Issues**
Ms. Szulewski-Francis summarized the recent procedural and TAG member issues that occurred in the USTAG to IEC/TC 110. Mr. Ed Mikoski, from ECIA, the TAG Administrator, provided an overview of the specific issues the TAG experienced. The following matters were highlighted:

- Process for how individuals can join USNC TAGs
- When does an individual's membership on a TAG become official? When they notify the TAG officers or when they pay the individual TAG participation fee?

- TAG officers can consider reasonable limits on TAG size – what does "reasonable limits" mean?

It was requested that a meeting of SCOOP be scheduled as soon as possible and that USNC staff distribute a Doodle Poll to the committee (**ACTION ITEM #10**). The TMC requested that the SCOOP review sections 7 and 9 of the USTAG Model Operating Procedures, specifically as they pertain to TAG membership and the definition of consensus (**ACTION ITEM #11**).

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

Section 9 – Interface with Regional Organizations

9.1 EU Data Protection Law (GDPR)

Ms. Bird briefly discussed the new General Data Protection Regulation (GDPR) law that was enacted by the EU on 25 May 2018. The new legislation makes it easier for citizens of European countries to protect their personally identifiable information. The intent of the GDPR is to harmonize data privacy laws across Europe, protect EU citizens' data privacy and reshape the way organizations approach data privacy. The GDPR applies to all companies processing the personal data of EU "data subjects" regardless of the company's location. Mr. Thompson stated that Underwriters Laboratories Inc. recently hosted a training and information session on the GDPR for its employees and it was very useful. Ms. Bird inquired as to how ANSI and the USNC were handling the implementation of the EU legislation. Mr. Zertuche noted that ANSI's legal department distributed information about the new legislation and provided ANSI and USNC staff with a web link to send to our European colleagues for them to give consent for the USNC to have their information.

9.2 International Regional Organizations

- **COPANT** – Held in Montego Bay, Jamaica, from 17 – 19 April 2018. Mr. Zertuche briefly summarized the COPANT meetings. There was diverse attendance and active discussions during the workshop and both days of meetings. He noted that the COPANT meetings in 2019 would be held in Cartagena, Columbia.
- **PASC** – Okayama City, Japan, from 15 – 19 May 2018.
- **APCF** – Held in conjunction with the PASC meetings in Japan.
- **FINCA** – Will be held in Mexico City, Mexico, 10 – 12 October 2018. A question was posed as to why the FINCA meeting was being held so late this year as this meeting is usually held at the end of September. With ANSI's World Standards Week being held 15 – 19 October and the IEC General Meeting schedule for 22 – 26 October, having the FINCA meetings later than usual has posed a challenge for many USNC members. It was requested that Mr. Zertuche reach out to FINCA and the hosts, the Mexican National Committee, to see if the dates can be changed. However, Mr. Zertuche highlighted the fact that the dates for the FINCA meeting had already been changed a few times.
- **IEC 2018 GM Bilateral Meetings** – The TMC discussed the annual USNC bilateral meetings that take place during the IEC General Meeting. It was suggested that in order to cultivate new and existing relationships, the USNC should consider changing the list of National Committees it meets with. Ms. Bird suggested meeting with the United Kingdom. It has been a long time since the UK and US NCs met in a bilateral capacity.

Furthermore, the UK recently appointed two new members to the SMB and so refining this relationship could be key going forward. South Africa, Australia and New Zealand were also suggested.

Mr. Zertuche emphasized that there is limited availability the week of the General meeting and recommended Council limit the number of bilateral meetings. The USNC Council agreed to meet with China, South Korea, Japan, Germany and the United Kingdom. CENELEC will be removed from the rotation for the 2018 year.

Mr. Thompson noted that in many cases, the USNC has been reactive in terms of discussion topics for these meetings, and we should redefine our goals and strategy in terms of these bilateral meetings. Mr. Zertuche stated that in recent years, there has been limited input from Council, CAPCC and TMC on agenda topics for these meetings and encouraged everyone to submit agenda topics.

Section 10 – Meeting Schedule 2018
Ms. Bird reviewed the 2018 meeting schedule. No questions were asked.

Section 11 – Summary of Votes and Actions Items
Please see *USNC/TMC 989 – Resolutions – May 2018*.

Section 12 – Adjournment
Ms. Bird again thanked Dell Technologies and Mr. Schrempp for hosting these USNC meeting. She adjourned the TMC meeting at 4:18 PM (CDT).