



**USNC COUNCIL MEETING**

**MINUTES**

**Sony Electronics Inc.  
16535 Via Esprillo  
San Diego, CA 92127**

**Thursday, 14 January 2016  
9:00 a.m. – 4:30p.m. (PST)  
(Meeting #47)**

**Members Participating**

**USNC Position**

**Affiliation**

Phil Piqueira (Chair)	USNC President	UL
Joe Bhatia	ANSI President & CEO	ANSI
Sonya Bird	Member	UL
Tim Duffy	USNC VP - CA	Rockwell Automation
Mark Earley	Member	NFPA
Gerald FitzPatrick,	Member	NIST
Elisabeth M.-v.d.M. George	Member	Philips
Megan Hayes	Member	MITA/NEMA
Paul Hearty	Member	Sony Electronics, Inc.
Carol Herman	Member	AAMI
Kevin Lippert	USNC VP – Member Dev.	Eaton Corp
Angus Low	Member	Rockwell Automation
Alan Manche	Member	Schneider Electric
Jim Matthews	IEC VP – Chair SMB	Corning Incorporated
Richard McDermott	Member	ECC Corp
Alec McMillan	USNC VP - Technical	Rockwell Automation
Edward Mikoski	Member	ECIA
Paul Moliski	Member	Intertek
Stephanie Montgomery	Member	TIA
Dennis Oddsen	Member	Hubbell, Inc.
Greg Orloff	Member	CSA Group
Peter Pondillo	Member	Corning Incorporated
Kenneth Rempe	Member	Siemens Industry
Charley Robinson	Member	ISA Standards & Technology
Stephen Rood	Member	Legrand/North America
Gary Schrempp	Member	Dell Inc.

Joan Sterling	Member	Intertek
John Thompson	USNC President-Elect	Underwriters Laboratories
Robert Williams	VP – Finance	UL
Trudie Williams	Member	DoD
Tony Zertuche	General Secretary, USNC	ANSI

**Guest Present**

Sean Alexander	Guest	Solar Turbines Incorporated
Hanan Attia	Guest	Thomas & Betts
Ethan Biery	TMC Member	Lutron Electrons
Tom Buchal	TMC Member	Intertek
Hae Choe	TMC Member	AAMI
Dalia El Tawy	USNC/IECEX Treasurer	Solar Turbines Incorporated
Ken Gettman	TMC Member	NEMA
Paul Green	Treasurer, USNC/IECEE	Intel
Jodi Haasz	TMC Member	IEEE
Don Heirman	TMC Member	Don HEIRMAN Consultants
Robert Kretschmann	TMC Member	Rockwell
Bill Lawrence	TMC Member	FM Approvals
Steven Swanson	TMC Member	Corning Incorporated
Claudia Sama Alvarez	Gen. Secretary, MNC	DGN
Joe Tretler	ANSI VP - International Policy	ANSI
David Vasko	Secretary – SC 65B	Rockwell Automation
Matt Williams	TMC Member	AHAM
Jianchao Zeng	TMC Member	CDRH/FDA
Debbie Negron-Badillo	USNC Staff	ANSI

**Members Not Participating**

Jennifer Kitchens	Member	General Electric
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**Section 1 Organizational Matters**

**1.1 Welcome, Opening Remarks and Introductions**

USNC President Piqueira called the USNC Council meeting to order at 9:00AM (PST). He welcomed everyone to Sony Electronics and asked for introductions. Mr. Piqueira then asked for a motion for the approval of ANSI’s nomination of the new USNC General Secretary, Tony Zertuche. The proposal was moved, seconded and

**VOTED #1 Appointed Tony Zertuche as new USNC/IEC General Secretary**  
(This motion was approved unanimously.)

Mr. Piqueira went on to introduce and congratulate the new USNC President-Elect, John Thompson of Underwriters Laboratories. Mr. Piqueira then led a discussion on the nomination and election process of USNC Officers. He lamented the fact that there were no candidates from industry which he admitted may be a sign of the times but expressed confidence in Mr. Thompson’s ability to lead the USNC into the future.

There was a comment made that with the current USNC nomination process, a candidate’s appointment to office is virtually cast when the USNC Nominations Committee makes its recommendation. This then suggests that USNC Council’s power to review and vote might be diminished. Mr. Piqueira saw this as a valid statement, however, emphasized that this is the

current and official process outlined in the procedures. The question was then asked if the USNC Council was willing to review and analyze each and every candidate for USNC officer positions. Ultimately, Mr. Piqueira asked that this process be thoroughly reviewed when the USNC's Statutes are revised during the next set of management meetings.

## **1.2 Approval of Agenda**

### **1.2.1 Approval of Consent Agenda**

Mr. Piqueira called attention to the meeting agenda (USNC/Council 678A) and invited any proposals for items to be removed for detailed discussion. None were suggested and with no objections, the Consent Agenda was considered approved.

By this action the Minutes of the 24 September 2015 Meeting (USNC/Council 677) at AAMI in Arlington, VA, were also approved.

### **1.2.2 Approval of Balance Agenda**

Jim Matthews brought to the attention of the Council that there should be formal recognition of the former General Secretary's years of service. He asked that a Council vote to immediately have Charles T. Zegers become an Honorary Life Member of the USNC/IEC be added to the agenda. Mr. Piqueira agreed and indicated that he would call for the vote later in the meeting.

With this addition to the agenda, Mr. Piqueira asked that the Balance of the Agenda be approved. It was moved, seconded and

**VOTED #2 To approve the Balance of the Agenda (USNC/Council 678A) as amended.**

(This motion was approved unanimously.)

## **Section 2 Status of Outstanding Action Items**

There were no Action Items to report from the last USNC Council Meeting.

## **Section 3 USNC Financial Matters – Development of Response to the ANSI Board Task Group on Cost Recovery Recommendations (BTG) and Target Goals**

USNC Finance Committee Chair, Bob Williams, gave a presentation (**ATTACHMENT A**) on the current efforts and activities of the USNC Finance Committee to develop a response to the BTG recommendations. Various scenarios were outlined and reviewed to decide which efforts will require additional discussion and guidance from the USNC Council. Some of these included:

- Raising current membership fees
- A possible new revenue stream from USNC Conformity Assessment activities
- Growing USNC membership and participation
- Reducing expenses
- Searching for new revenue streams or revenue shifting

There was then an open discussion on the report itself as well as on an appropriate response to the ANSI BTG. The USNC Council will need to review which of the options (individual or a combination of), if any, that it wishes to pursue in response to the ANSI Board of Directors request based on the ANSI BTG.

Mr. Williams led a discussion on the benefits of USNC membership and the need for a professional approach in attracting potential members. He mentioned that a company's size could be factored in when considering a development plan. Some members agreed that they do not want to price out the SMEs. This

sparked considerable discussion on how many of the USNC's member organizations need to consistently justify their membership in the USNC as well as the various industry organizations.

After these discussions, Mr. Piqueira indicated that he will be looking to perhaps reconstitute the USNC Finance Committee with the advent of the new Vice President of Finance. He then asked the Council for its guidance on the USNC's formal response to ANSI's BTG. There was a suggestion that there is still not enough information at the moment and that there needs to be a formal proposal from the USNC Finance Committee. Mr. Williams disagreed stating that the entire USNC Council should review the scenarios provided by his committee in their report and make a decision. The ANSI representative recommended that there be more specificity in the various scenarios of USNC Council 679. Finally, there was discussion on the recommendation that some kind of preface document accompany the Finance Committee report when it is submitted. After this, there was a motion to send the report to the whole USNC voting membership and then to Art Cote and the ANSI BTG (**ACTION ITEM #1**). It was moved, seconded and

**VOTED #3 To Send USNC/Council 679 to the voting membership of the USNC and then to Art Cote and the ANSI Board Task Group on Cost Recovery.**

(This motion was approved unanimously.)

#### **Section 4 Responsibilities of USNC Membership**

Mr. Piqueira began a discussion on the low response rates by the USNC Council. Council members were asked if they are actively responding to the USNC office when asked for input and if not, why. The members then began talking about the various reasons they might miss votes. The dialogue began to center around the issue of voting "Abstain". Some members feel more comfortable skipping a vote than voting "Abstain" especially if it's an area that they are not well versed in. This is mainly because of the different messages (perceived or otherwise) that an official abstention might convey. This sparked a flurry of suggestions for other response options to go with the usual Yes, No, and Abstain (i.e. "Not my area/industry"). Members also asked if there could be some kind of descriptive wording that could accompany the votes or perhaps some kind of labeling that would help immediately identify Council ballots.

The discussion then turned to the issue of using some kind of software program to aid in the balloting process; some recommendations included exploring the voting mechanisms in Sharepoint, Oracle, Microsoft Outlook, etc. After the ideas were collected, Mr. Piqueira reminded the Council members that, regardless of voting tool, they hold the responsibility to participate by commenting and voting on all such documents presented to them.

#### **Section 5 Presentation from the Mexican National Committee (MNC)**

Claudia Sama Alvarez, General Secretary of the Mexican National Committee gave an excellent presentation (**ATTACHMENT B**) on the major issues facing the MNC domestically, in the Americas and around the globe. Her report highlighted the following topics:

- IEC Mexican NC Structure
- Mexican NC Business Model
- Adoption of IEC Standards in Mexico
- Mexican NC strategic plan 2011

#### **Section 6 2015 IEC Young Professionals Program Wrap-Up**

The USNC Young Professionals called into the meeting to give their impressions of the 2015 IEC YP Workshop held at the IEC General Meeting in Minsk. Joseph Spossey (Intertek Energy) and Christopher Dorr (Rockwell Automation) reported that the overall YP Program was both informative and

professionally valuable. They both seemed pleasantly surprised by the experience in that the Workshop helped them better understand how standardization operates on an international level. And all agreed that the networking aspect of being an YP was one of, if not the most valuable aspect of the program. Their only critique is the lack of a domestic YP-type program in the US.

A few questions were asked of the YPs including how they found out about the program and whether or not it was a challenge trying to convince their employers that this was a worthwhile endeavor, enough to take them away from their jobs for 3-5 days. In response to the former, both Spossey and Dorr were nominated by their employers who are active members of the USNC. For Williams, he had never heard of the program but was nominated indirectly by a chance meeting with one of our member organizations. Neither Dorr nor Spossey had any issues convincing their bosses to let them go for a week, however, it was thought that Williams' superiors did take a little more persuasion. Ultimately though, all three organizations are supportive of further engagement with the USNC.

## **Section 7      Report from Joe Bhatia, President and CEO of the American National Standards Institute (ANSI)**

### **7.1              ANSI Report**

Mr. Bhatia provided a comprehensive update (**ATTACHMENT C**) on ANSI. Some issues presented included:

- United States Standards Strategy (USSS)
- IBR Portal additions
- WorkCred / Credential Transparency Initiative (CTI)
- Service economy standards
- ISO Secretary General search
- ITU-T
- 2015-20 Strategic Plan announced
- Dr. Chaesub Lee, Director, ITU TSB, visit to ANSI
- China standardization reform

### **7.2              Standards and the service economy in the USNC**

The topic of standards and the service economy sparked a brief discussion on whether or not the USNC could initiate some activity in this area. This could be done if only to highlight the IEC TCs and SCs that are interested in the area or actually have related projects underway. It was decided that the issue would be posed during the session to revise the USNC's Strategic Objectives.

### **7.3              ANSI International Policy Report**

Joe Tretler gave his report on ANSI's International Policy activities including work underway in China, USTDA, Standards Alliance, Africa, Smart Grid, Micro Grid and Clean Energy. He elaborated on the Standards Alliance project which is projected to be a 3-5 year endeavor. The Standards Alliance is a funding facility that provides capacity building assistance to developing countries specifically related to the implementation of the World Trade Organization (WTO) Technical Barriers to Trade (TBT) Agreement. It has been a successful program helping countries with their standardization infrastructure engaging 10 partner countries or regions, including the Southern African Development Community (SADC). Mr. Zertuche indicated that there are numerous opportunities for the USNC and ANSI to work closely together with the Standards Alliance, perhaps in developing and mentoring other countries in the region or beyond.

## **Section 8      USNC/ IEC Strategic Programs**

### **8.1 USNC Strategic Objective Programs**

Mr. Piqueira started a discussion regarding the ongoing development of the USNC's strategic objectives. This activity is meant to revisit the mission of the USNC and from there begin to review and revise the Committee's direction and strategy for the immediate future and beyond. In the past, outside facilitators have been utilized and the results have tended to be the same in that the objectives continue to seem more tactical than strategic. It was agreed that no external architects would be needed in crafting the next generation of the objectives. Mr. Piqueira indicated that a possible day-long session might be needed to brainstorm, organize and develop the revised strategic objectives. The decisions on the dates, location and parameters of the revision of the USNC's Strategic Objectives would be undertaken at the next USNC Council Meeting at FM Approvals in May (**ACTION ITEM #2**).

### **8.2 IEC Masterplan**

The USNC will be meeting with the IEC President-Elect, Jim Shannon, and the IEC General Secretary, Frans Vreeswijk, as well as other officers to discuss preparation of the future IEC Masterplan. The meeting was targeted for March at ANSI's New York offices. Some Council Members felt that the current IEC Masterplan is too big and onerous and that it needs to be paired down and be more focused. Mr. Piqueira solicited input from the USNC constituency and asked that anyone interested should send in their top 3 - 4 issues for review by the USNC Officers before the Masterplan meeting (**ACTION ITEM #3**).

### **Section 9 IEC Standardization Management Board (SMB) / TMC Issues**

Mr. McMillan informed the USNC Council that a new Vice Chair of the TMC had been elected and introduced them all to that individual, Sonya Bird of UL. He then proceeded to report on the TMC meeting held the day before, see USNC/TMC 902 *Meeting Minutes*.

### **Section 10 IEC Conformity Assessment Board (CAB) / CAPCC Issues**

Tim Duffy, CAPCC Chair, reported briefly on the results of Tuesday's, 12 January, CAPCC meeting also held at Sony that focused on the recent CAB meeting in Minsk and addressed various other concerns of the conformity assessment community, see USNC/CAPCC 154 *Meeting Minutes*.

### **Section 11 Status of Planning for the USNC Hosted 2022 IEC General Meeting**

Veronica Lancaster presented the status report from the USNC Planning Committee (PlanCo) for the 2022 IEC GM. Some highlights from her report include:

- List of preliminary cities distributed to the PlanCo
- Assumptions Committee members set – Jim Matthews to Chair
- Formation of Business Plan Committee
- Sponsorship brochures ready for distribution
- Schedule of meetings – first Friday of every month

### **Section 12 Membership Campaign and Nominations Committee**

Kevin Lippert led a discussion on the various issues under his responsibility. He discussed the nomination process, membership campaign, and succession planning. He then asked that his USNC Succession matrix be distributed with the meeting minutes (**ATTACHMENT D**).

### **Section 13 Communications and Continuing Education (C&CE) Committee**

Vice Chair, Megan Hayes, reported on the activities of the C&CE Committee (**ATTACHMENT E**) and highlighted the following topics:

- Core Element 2 of the Strategic Objectives

- USNC Current newsletter
- ANSI/USNC JTF on Emerging Professionals
- Status of the Mentoring Program
- 2016 IEC Young Professionals Workshop – IEC GM in Frankfurt
- USNC Training programs

After the report there was an extensive discussion on the need for a national YP program here in the US. It was agreed that the very successful webinar, “Benefits of Standards Work for Emerging Professionals” should be distributed to the entire USNC Constituency (**ACTION ITEM #4**). The discussion continued on with the Council agreeing that the USNC should strive to have some kind of active national YP program. There was then a motion for the group to create a committee of action on a national young professional-type of program. The motion was seconded and

**VOTED #4 To Create a Committee of Action to Investigate the Establishment of a National Young Professionals Program.**

(This motion was approved unanimously.)

The three former YPs, Jonathan Colby, Manyphay Viengkham and Ethan Biery, volunteered to develop the terms of reference, as well as a budget, for the new Committee of Action (**ACTION ITEM #5**). The Council members began offering various ideas and suggestions for the new Committee to think about as they begin their work. Some of the input included:

- Return to alma maters
- Look at regulatory medical programs
- Research STEM Programs

**Section 14 Report on the 79<sup>th</sup> IEC General Meeting, Minsk, Belarus**

Mr. Piqueira began by indicating that the US delegation was pleasantly surprised with the 79th IEC General Meeting in Minsk. Overall it was a good meeting that yielded many successes for the USNC; not the least of which was the election of Mr. Jim Shannon of NFPA as the new IEC President-Elect.

Regarding the various outreach meetings that the USNC traditionally holds with the IEC Officers and the more active regional and national committees, Mr. Piqueira outlined some of the more important highlights:

- Greater access to IEC/ISO National Adoptions Database – IEC Officers
- Introduction of the Innovation Laboratory at the 2016 IEC GM – Germany
- Transparency of the IEC Finance Committee – Japan
- Invitation to the 2016 International Standards Olympiad – S. Korea
- Issue of standards adoption – Israel

Mr. Piqueira then began briefly touching on the other GM topics from the agenda like a recap of the IEC elections and the report on the IEC financial matters before highlighting the various topics addressed at the IEC Council Board (CB) meeting:

- Updates on the issues of copyright and intellectual property
- The opening of the IEC Regional Center in Nairobi, Kenya
- Development of the new IEC Masterplan
- IEC Sales Policy and transparency in the IEC Finance Committee
- The need for more active CB meetings

**Section 15 USNC & German National Committee Outreach**

Having already addressed many of the issues from the German NC outreach meeting elsewhere in the agenda, Mr. Piqueira informed the Council that plans were underway to continue the discussions at a separate meeting with the Germans in the US sometime around the first quarter 2016.

**Section 16 CANENA (Council for Harmonization of the Electrical Standards of the Nations of the Americas)**

Steve Rood, US Representative to CANENA, briefed the members on CANENA’s recent work. He reminded the Council that he is still new to the post and will have more to report after CANENA’s first meeting later this year. He also encouraged the USNC to actively participate in CANENA both at its meetings and in its activities.

**Section 17 - Interface with Regional Organizations**

In the interest of time, Mr. Piqueira then briefly ran down the issues surrounding the USNC’s involvement with the major regional organizations that we are members of:

- FINCA (Forum of the Full IEC National Committees of the Americas) - next meeting will be held in September in Buenos Aires, Argentina
- COPANT (Pan American Standards Commission) - preparations are underway for the 2016 COPANT General Assembly scheduled for 18 – 22 April in Guayaquil, Ecuador.
- PASC (Pacific Area Standards Congress) - PASC Meeting #39 scheduled for 8 – 12 May 2016 in Bali, Indonesia. Mr. Zertuche reminded the Council of the USNC’s efforts to include more IEC issues on the PASC Agenda.

Regarding Council Agenda Item 17.2 *USNC Mentoring Program*, Mr. Piqueira asked that this topic be given more time for discussion by placing it at the top of the agenda for the next USNC Council Meeting in May at FM Approvals in Norwood, MA (**ACTION ITEM #6**).

Mr. Matthews reminded that USNC Council of his addition to the agenda made a motion to have former USNC General Secretary, Charles T. Zegers, become an Honorary Life Member of the USNC/IEC. This proposal was moved, seconded and

**VOTED #5 To approve Charles T. Zegers as an Honorary Life Member of the USNC/IEC.**

(This motion was approved unanimously.)

**Section 17 – List of Votes**

**VOTED #1 Appointed Tony Zertuche as new USNC/IEC General Secretary**  
(This motion was approved unanimously.)

**VOTED #2 To approve the Balance of the Agenda (USNC/Council 678A) as amended.**  
(This motion was approved unanimously.)

**VOTED #3 To Send USNC/Council 679 to the voting membership of the USNC and then to Art Cote and the ANSI Board Task Group on Cost Recovery.**  
(This motion was approved unanimously.)

**VOTED #4 To Create a Committee of Action to Investigate the Establishment of a National Young Professionals Program.**



(This motion was approved unanimously.)

**VOTED #5 To approve Charles T. Zegers as an Honorary Life Member of the USNC/IEC.**

(This motion was approved unanimously.)

### **Section 18 – List of Action Items**

#### **ACTION ITEM #1 USNC Office**

Send the report, USNC/Council 679, to the whole USNC voting membership and then to Art Cote and the ANSI Board Task Group on Cost Recovery.

#### **ACTION ITEM #2 T Zertuche**

The decisions on the dates, location and parameters of the revision of the USNC’s Strategic Objectives would be undertaken at the next USNC Council Meeting at FM Approvals in May.

#### **ACTION ITEM #3 USNC Membership**

Mr. Piqueira solicited input on the revision of the IEC Masterplan from the USNC constituency and asked that anyone interested should send in their top 3 - 4 issues for review by the USNC Officers before the meeting with the IEC officers.

#### **ACTION ITEM #4 USNC Office**

It was agreed that the very successful webinar, “Benefits of Standards Work for Emerging Professionals” should be distributed to the entire USNC Constituency.

#### **ACTION ITEM #5 J Colby, M Viengkham, E Biery**

The three former YPs, Jonathan Colby, Manyphay Viengkham and Ethan Biery, volunteered to develop the terms of reference, as well as a budget, for the new Committee of Action on the establishment of a national young/emerging professionals program.

#### **ACTION ITEM #6 T Zertuche**

Regarding Council Agenda Item 17.2 *USNC Mentoring Program*, Mr. Piqueira asked that this topic be given more time for discussion by placing it at the top of the agenda for the next USNC Council Meeting in May at FM Approvals in Norwood, MA

### **Section 19 – Adjournment**

The meeting was adjourned at 4:10 PM (PST).

Respectfully submitted,  
Tony Zertuche  
General Secretary, USNC/IEC  
27 April 2016