



**USNC COUNCIL  
DRAFT MINUTES**

**WebEx Teleconference  
Thursday, 8 October 2020  
10:00 AM – 2:30 PM (EDT)  
(Meeting #61)**

**Members Participating**

Kevin Lippert, USNC President	Eaton
Steven Rood, USNC VP – Finance	Legrand North America
Sonya Bird, USNC VP – Technical	Underwriters Laboratories
Joan Sterling, USNC VP – Conformity Assessment	Intertek
Tony Zertuche, General Secretary	USNC/ANSI
David Bain	TIA
Joe Bhatia	ANSI
Dan Brake	ARESCA
Randy Dollar	Siemens
Elisabeth George	Philips
Brent Hartman	CSA
Jennifer Kitchen	GE
Veronica Lancaster	CTA
Angus Low	Rockwell Automation
Alan Manche	Schneider
Edward Mikoski	ECIA
Paul Moliski	Intertek
Amy Phelps	NIST
Philip Piqueira	Underwriters Laboratories
Peter Pondillo	Corning Incorporated
Karen Willis	NEMA
Jianchao Zeng	FDA

**Guests Participating**

Zekarias Bekele	CSA
Ron Borowski	Eaton
Hae Choe	AAMI
Scott Colburn	FDA
Elaina Finger	Corning Incorporated
Paul Green	Intel Corp
Megan Hayes	NEMA
Byron Horak	Intertek
Timothy Jeffries	Futurewei Technologies
F. Scott Kiddle	ABB
William Lawrence	FM Approvals
Steve Margis	UL
Evans Massey	ABB
Jim Matthews	Corning Incorporated
Alec McMillan	Rockwell Automation

Joe Musso	Underwriters Laboratories
Dave Osborn	Philips
Florence Otieno	TIA
Charley Robinson	ISA
Carrie Schmaus	DoE
Bob Sherwin	ARESCA
Joel Solis	NEMA
Joe Tretler	ANSI
Wallie Zoller	Rockwell Automation
Adelana Gladstein	USNC/ANSI
Megan Pahl	USNC/ANSI

### **Members Not Participating**

Mazen Chmaytelli	Qualcomm
Tim Duffy	Rockwell Automation
Amy Marasco	Microsoft
James Marquedant	FM Approvals
Richard McDermott	ECC Corporation
Himanshu Patni	US DoD

## **Section 1 – Organizational Matters**

### **1.1 Welcome and Introductions**

Mr. Kevin Lippert, USNC Council Chair, called the meeting to order at 10:00 AM (EDT). He thanked all those in attendance and reminded everyone that the meeting was condensed to four and a half hours. He also reminded all USNC Council members of their responsibility to vote on ballots that the USNC staff circulates. Mr. Tony Zertuche noted that the USNC office has seen a big downturn in voting responses from all three USNC policy committees and emphasized the importance of voting on ballots.

Mr. Zertuche also provided an update on Mr. Don Heirman’s health situation. Mr. Heirman continues to make progress slowly. He encouraged USNC policy committee to reach out to Mr. Heirman to send their best wishes to him.

*Secretary’s Note: Unfortunately, Mr. Heirman passed away on 30 October 2020.*

Ms. Ade Gladstein reviewed the WebEx Event guidelines and virtual meeting protocol.

### **1.2 Approval of Agenda**

Mr. Lippert drew attention to the meeting agenda. He proposed the addition of two items, the Masterplan Review Task Group and the IEC Central Office (CO) reorganization, under section 3. No comments were offered. It was moved, seconded and

**VOTE #1 – To Approve the Council Agenda (USNC/Council 754A)  
(This motion was approved)**

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

Mr. Lippert reviewed the consent agenda, including the USNC Council Minutes from the virtual meeting on 7 May 2020. It was moved, seconded and

**VOTE #2 – To Approve the Minutes (USNC/Council 753) from the virtual USNC Council Meeting held on 7 May 2020  
(This motion was approved)**

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

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

Mr. Zertuche reviewed the outstanding action items from the previous meeting.

**ACTION ITEM #2020-5-1** – USNC staff to schedule bilateral meetings during the 2020 IEC General Meeting with Germany, China, Japan, CENELEC, UK, France, and Mexico, in addition to a less formal meeting with Vietnam.

**Status: COMPLETED**

**ACTION ITEM #2020-5-2** – Scott Colburn, US Representative on MSB, to reach out to the MSB Secretary to clarify who is eligible for appointment to the group.

**Status: COMPLETED**

MSB members may be proposed by National Committees, Council Board Members or IEC Officers and will be appointed by the President. They should collectively represent the full spectrum of the IEC stakeholder community, including in geographical terms, and may be supported by other experts as appropriate to their field of activity's importance.

MSB members shall be appointed for a period of three years, which may be extended at the President's discretion for one further such period. No Member shall serve for more than six years.

### **2.1 USNC Dashboard Update**

Mr. Zertuche drew attention to the launch of the new ANSI website. He highlighted that the USNC now has a tab on the home page. It was noted that a static dashboard graphic was up on the old ANSI website. Now that the new website is up, USNC staff and the ANSI IT and Web teams are focused on creating a true, interactive dashboard. Mr. Zertuche underscored that this is a priority for the USNC staff. Since the new ANSI website just launched, the ANSI Web team is working to get all of the bugs and current tools smoothed out. USNC staff will use this time to understand what our capabilities are for a dynamic dashboard. USNC staff to follow up within ANSI for advancing the USNC dashboard (**ACTION ITEM #1**).

Mr. Joe Bhatia commented that the dashboard is a great initiative and that he is excited for it to be up and running. He kindly requested for USNC members to patient as the ANSI Web and IT teams are working on projects from departments throughout ANSI.

Mr. Lippert added that the dashboard concept looks good. He noted that USNC is pushing IEC CO for a similar dashboard. This would be a great way to show IEC CO

what the USNC is doing and use it as an example of what the USNC wants to request from IEC CO.

### **Section 3 – Update on IEC Governance Items**

#### **3.1 IEC Governance Review**

Mr. Lippert provided an update on the work of the IEC Governance Review Task Force (IGTF). The IGTF has held 15 meetings to date, including two with CAB, two with NC Secretaries, and one with SMB. Mr. Lippert has formed a USNC President's Advisory Group (PAG) to capture the knowledge and expertise of USNC and to provide transparency. The USNC PAG has met eight times to discuss IGTF issues.

The IGTF deadline on updating the IEC Statutes has been extended to the IEC Council meeting in October 2021. Any proposed changes to the IEC Statutes must have 80% of the IEC Council's support. He emphasized that no concrete details or changes have been agreed upon or confirmed yet.

There is a lot of discussion around a proposed new committee, Business Advisory Committee (BAC), which would replace existing standing committees and advisory groups under the Board. The BAC would have ad hoc groups dealing with specialty areas of expertise. The BAC's objective is to bring agility, efficiency, and transparency to support the Board in their decision-making. Mr. Lippert pushed back on the BAC proposal due to additional bureaucracy, but it has strong support from most of the IGTF members. This group will need to be as streamlined as possible with their roles and responsibilities clearly defined.

There is a consensus that IEC governance body membership needs to be based on the candidates identified by the NCs. It may helpful to have a committee to identify and promote the diversity needs (gender, geographic, expertise, stakeholder). This would not be a vetting group and would not have veto power.

Mr. Lippert expressed concern with some items proposed to the IEC Statutes, as they are more operational than governance related. He commented that the IGTF needs to make very few changes to IEC Statutes and IEC Rules of Procedure, and should address operational issues with IEC President and General Secretary.

There is a lack of expertise on CAB issues on the IGTF. Mr. Lippert proposed CAB Chair Mr. Shawn Paulsen joins the group, but Mr. Paulsen thought he should participate in an advisory role instead of joining the IGTF. Mr. Lippert will continue to promote additional diverse experts' participation on the IGTF.

#### **3.2 IEC National Committees Secretaries Forum**

Mr. Zertuche discussed the NC Secretary meetings held on 16 September and 6 October 2020. The last NC Secretaries Forum focused on the IGTF. This recent meeting was the NC Secretaries' second interaction with the IGTF. The discussions have centered around membership areas and good governance. The proposed changes to the IEC Statutes and BAC may impact the NC Secretaries. IGTF activities will be a focus for the NC Secretaries until the IGTF's work is completed. Please see the notes from the 16 September meeting (**ATTACHMENT A**).

A USNC member drew attention to the NC Secretaries Forum report and noted that various NCs had 5+ individuals join the call. They inquired if USNC can have the USNC Officers join those calls. Mr. Zertuche believes that NCs are officially allowed to have the NC Secretary, NC President, and Assistant Secretary attend the NC Secretaries Forum. Mr. Zertuche to check with IEC CO to see if USNC officers are able to listen in to the NC Secretary Forum meetings (**ACTION ITEM #2**).

Mr. Zertuche reminded the group of the changes since the NC Secretaries Forum held in Vladivostok. There is now a mid-year forum and the NC Secretaries draft the agenda for the meeting.

### **3.3 IEC Masterplan Review Task Group**

Mr. Lippert was invited to participate in the IEC Masterplan Review Task Group (TG) led by Jo Cops. The purpose of this TG is to review the achievement of the current Masterplan Implementation Plan. The current IEC Masterplan goes through the end of 2021. This TG will evaluate if the IEC is on track and see if the right implementation plan is in place. The report of this TG is due by December 2020. A survey has been circulated to IEC Board and Committee Chairs to gather input on the implementation of the IEC Masterplan.

### **3.4 IEC CO Reorganization**

An IEC Administrative Circular (**ATTACHMENT B**) was circulated recently announcing changes to the organizational structure of IEC CO. The changes became effective 1 October 2020. The two most significant changes are that Mr. Gilles Thonet now serves as Deputy to the General Secretary and CEO and that Ms. Katharine Fraga-Pearson will lead the Membership, Affiliates & Capacity Building (MAC) division.

## **Section 4 – USNC Mission Statement**

Mr. Lippert led a discussion on the USNC Mission Statement (USNC Council/757). The USNC Council previously had a discussion on the US National Interested Party definition. ANSI Legal reviewed and confirmed that the definition is still relevant and appropriate.

A USNC member commented that the USNC mission statement refers to the benefit of US industry, which they posited was incompatible with the current definition of US National Interested Party. Several USNC members recommended that the USNC mission statement is reviewed as the landscape of the USNC has changed. Mr. Zertuche agreed that it was time to revisit the mission statement as things have changed within the USNC since the statement was written years ago. Any changes to the USNC mission statement will need to be reviewed by ANSI Legal. USNC staff to circulate the complete USNC mission statement to the three USNC policy committees for comment. All proposed changes will also need to be sent to ANSI Legal (**ACTION ITEM #3**).

## **Section 5 – IEC General Meeting**

### **5.1 Virtual IEC General Meeting**

Mr. Lippert reviewed the virtual IEC General Meeting schedule (AC/31/2020), discussed USNC participation, and bilateral meetings. USNC leadership pushed for the

IEC GM to be held fully virtual this year. He noted that this was a win for the US, as there would have been a major advantage for EU countries if the IEC GM was a hybrid meeting. Meeting participants still need to register and be approved for meetings just like a typical IEC GM.

USNC previously identified Germany, Canada, France, Mexico, and Japan as well as the IEC Officers to hold bilateral meetings with around the IEC GM. Due to virtual nature of the IEC GM, bilateral meetings do not need to be held during the same week of the IEC GM. Most of the bilateral meetings will take place the week before or after the IEC GM. Two additional topics for the bilateral meeting agendas include the IGTF and the Masterplan Review Task Group efforts.

## **5.2 IEC Elections**

Mr. Lippert reviewed the elections that would take place during the 2020 IEC General Meeting:

- The re-election by Council of the Treasurer of the IEC for a three-year term of office (2021-2023). The current Treasurer, Mr. Jo Cops (Belgium) is running unopposed. Mr. Lippert commented that Mr. Cops has been a good ally to the USNC.
- The re-election by Council of the Chair of the Conformity Assessment Board (CAB) and Vice-President of the IEC for a three-year term (2021-2023). The current CAB Chair, Mr. Shawn Paulsen (Canada), is running unopposed. Mr. Lippert noted that Mr. Paulsen has also been a friend to the USNC.
- The election/re-election by Council of five members of the Council Board (CB) for a three-year term of office (2021-2023). The candidates are Mr. Aleksey Abramov (Russia), Mr. Byung Goo Kang (Korea), Dr. Ian Oppermann (Australia), Mr. Juan Rosales (Mexico), Mr. Tore Tomter (Norway), and Dr. Stine Wallstrom (Sweden). Mr. Abramov, Dr. Kang, and Mr. Tomter will have completed their first term at the end of 2020.
- The election/re-election of three members of the Standardization Management Board (SMB) for a three-year term of office (2021-2022). The candidates are Mr. Israel Guratti (Brazil), Mr. Jayanta Roy Chowdhury (India), Mr. Ali Pourakbar Saffar (Iran), Dr. Daehyun Kwon (Korea), Mr. Cesar Silva (Mexico), Mr. Alexey Ivanov (Russia), and Mr. Oscar Querol (Spain). Mr. Querol will have completed his first term at the end of 2020. The TMC's recommendations were made to Mr. Lippert as the US Council Board member.
- The appointment/re-appointment by Council of two "Automatically Appointed Members" of the Conformity Assessment Board (CAB) for a three-year term of office (2021-2023). The candidates are Mr. Thorsten Arnhold (Germany) and Mr. Hiroshi Takahashi (Japan). Mr. Arnhold will have completed his first term at the end of 2020.
- The election/re-election by Council of five members of the Conformity Assessment Board (CAB) for a three-year term of office (2021-2023). The candidates are Mr. Stephen Keeling (Australia), Mr. Marty Cole (Canada), Mr. Thijs Van Zanten

(Netherlands), Mr. Torbjørn Hoffstad (Norway), and Mr. Georgii Feodoridi (Russia). Mr. Cole will have completed his first term at the end of 2020.

## **Section 6 – Report from American National Standards Institute (ANSI)**

Mr. Joe Bhatia, President of ANSI, provided a verbal report on recent ANSI activities and initiatives. He highlighted the topics below:

- **China Update** – Mr. Bhatia reported that ANSI’s relationships with Chinese organizations remain strong. ANSI has long-standing partnerships with the Standardization Administration of China (SAC) and the Certification and Accreditation Administration of China (CNCA). At the end of 2019, ANSI signed two new MoUs with the China Automotive Testing and Research Center (CATARC) and the China National Institute for Standardization (CNIS), formalizing ANSI’s cooperation with other organizations active in Chinese standardization.
- **Joint Task Force on Conformity Assessment** – Mr. Bhatia shared that the ANSI IPAG and NPAG Chairs recently formed a joint IPAG – NPAG task force on conformity assessment. The scope of the joint task force (JTF) is to discuss emerging conformity assessment-related issues, informed by a task force membership representing industry, users of conformity assessment information, conformity assessment service providers and government; consider the potential impact of an increasingly complex standardization and technology environment; and provide advice to the IPAG and NPAG. Dr. John Kulick (Siemens) will chair this group. The JTF is soliciting participation at this time, and its first meeting will be held on 12 October.
- **World Standards Week 2020 “Preview”** – Mr. Bhatia reviewed key WSW events of interest for the USNC constituency. He highlighted the Annual Business Meeting, the Company Member Forum, and the USNC YEP webinar on *Establishing a National YP Program* and invited USNC Council members and guests to join the events.
- **Launch of New Website** – In a very important effort that will increase ANSI’s reach to all stakeholders, ANSI recently completed the highly-anticipated redesign of [ansi.org](http://ansi.org). Mr. Bhatia emphasized that the USNC members’ input is important and encouraged the group to share their feedback and ideas by sending a note to [webteam@ansi.org](mailto:webteam@ansi.org).
- **ANSI COVID-19 Update – Office Re-openings** – ANSI has begun the process of reopening the ANSI, ANAB, and Workcred offices. The NYC, DC, Indiana, and North Carolina offices have all reopened, with limited number of staff returning on a voluntary basis and following all local, state and federal guidance and recommendations. ANSI is keeping a close eye on developments in Wisconsin where the infection rate has increased dramatically – and revised the target re-opening date from October 5 to December 1. ANSI, ANAB, and Workcred leadership continue to monitor the impact of the COVID-19 outbreak in all regions very closely, meeting weekly to discuss the most up-to-date developments and information, and its impact on business, office locations, and employees. ANSI will determine when a full return to the offices will be possible, keeping in mind federal, state, and local guidelines; local infection rates and related trends; and other important factors.

## **Section 7 – IEC SMB / TMC Issues / CB TF Activities**

Ms. Sonya Bird, TMC Chair, provided a report on the TMC meeting held on 7 October 2020. Ms. Bird welcomed the newest TMC member, Ms. Laura Lindsay from Microsoft. The TMC members held a discussion on SMBNC documents and how the USNC position is developed on these documents. Mr. Steve Swanson stepped down as the lead of the CENELEC TF, and Mr. Dave Osborn volunteered to take on that role. USNC staff will arrange a transition meeting with Mr. Swanson, Mr.

Osborn, and key TF members. Mr. Alec McMillan reported on SG 11 and SyC Smart Manufacturing. There is a lack of technical diversity on SG 11 and Mr. McMillan indicated the need for more input from USNC. The group agreed to establish a VTAG to support him and provide additional technical expertise and perspective. Mr. Jim Matthews stepped down as the second US SG 11 representative, so USNC staff will circulate a call for this role. Regarding SyC SM, there is a gap that exists without SRG in place. IEC IT resources are needed, so Mr. McMillan is coordinating a meeting with IEC SyC Officers to discuss this. SMB ahGs were discussed, with a focus on the IEC Masterplan implementation, Sustainable Development Goals, digital transformation, IEC code of conduct, and COVID-19 consequences. Mr. Phil Wennblom reviewed an INCITS proposal on inclusive terminology policy, which TMC agreed to support. Mr. Bill Lawrence reported on the Subcommittee on Operating Procedures (SCOOP) and the group's progress reviewing USNC TAGs' Unique Operating Procedures (UOPs). SCOOP is currently reviewing the USNC TAG to JTC 1/SC 41's UOPs, which require additional discussions. For more information, please see **USNC/TMC 1090 – Draft Minutes and Attachments**.

Ms. Bird also provided updates on the Council Board (CB) TF on Diversity and the Joint Strategic Advisory Group (JSAG) on gender responsive standards activities. The CB established this TF in June 2019 to address diversity (geographic, gender, stakeholder). Mr. Shawn Paulsen (Canada) chairs this group, and Ms. Bird is one of three SMB members on this group. CB approved the report (CB/1109/R) and the work taking place. She also pointed out that the TF developed a diversity statement (**ATTACHMENT C**) and noted that quotas are not under the mandate of the CB TF. The IEC is engaged in a JSAG with ISO that looks at gender implications in standards. The purpose of the group is to ensure that standards are gender responsive to meet needs of all genders. The JSAG is developing a communication plan to train TC/SC/SyC officers on gender implications within standards. For additional information, please see (**ATTACHMENT D**).

### **Section 8 – IEC CAB / CAPCC Issues**

Ms. Joan Sterling, CAPCC Chair, reported on the CAPCC meeting held on 6 October 2020. Ms. Sterling highlighted several items, including the discussion on conformity assessment within ANSI. Mr. Tretler reported that the ANSI IPAG and NPAG recently formed a joint task force to discuss conformity assessment issues. Some CAPCC members participate in the IPAG-NPAG JTF. CAPCC discussed issues with the MoA between ILAC and IAF and how the newest resolutions would impact conformity assessment. CAPCC members discussed the four IEC System Mirror Committees. IECIEE noted a divergence on a MoU signed with ITU. ITU is walking away and MoU has been terminated. Updates were provided on the USNC CAPCC e-Labeling TF, CASCO activities and the impact of the ISO/IEC Directives, Part 2, Clause 33, FDA ASCA pilot program, and the CAB agenda. Ms. Sterling emphasized issues confronting the CAB from the IGTF. The group also discussed international trade agreements and issues, including the Mexican national quality infrastructure law, issues with the Canada-EU agreement, and Brazil's conformity assessment reorganization. For more information, please see **USNC/CAPCC 284 – Draft Minutes and Attachments**.

### **Section 9 – IEC Market Strategy Board (MSB) Report**

Mr. Scott Colburn submitted a written report (**ATTACHMENT E**) reviewed current issues being discussed by the MSB. In 2020, the MSB began meeting more frequently and held a face-to-face meeting on 14-15 January in Erlangen, Germany. The rest of the meetings this year have been held remotely with the last one held 26 June. Mr. Colburn reviewed the MSB Terms of Reference (**ATTACHMENT F**) and noted that the group is open to more diverse membership.



The IEC Council Board established a new Task Force that will take a high-level review of future strategy for the IEC Masterplan, which is up for revision in 2021. While mentioning that the MSB has already done groundwork on an IEC strategy of digital transformation, Mr. Philippe Metzger said that he sees a very strong connection with the MSB here and asked the MSB to look beyond 2021 in its discussions, as its work will feed into these and other new strategies for the IEC. The MSB took note of the respective deadlines and will continue its effort to meet them.

The white paper titled “Safety in the Future” is on schedule for publication in November 2020. The focus of the paper is on man-machine interface. “Quantum Information Technologies,” proposed by Dr. Dong-sub Kim from Korean Electric Power, was selected as the new white paper topic in 2021 (**ATTACHMENT G**).

### **Section 10 – USNC and IEC Finance Update**

Mr. Steve Rood, VP – Finance, provided an update and written report (**ATTACHMENT H**) on USNC and IEC finances. He reviewed FinCo membership and noted that the USNC FinCo held its third meeting on 2 October 2020. During that meeting, the group discussed the 2019 actuals and 2020 budget, as well as USNC TAG revenue collections and IEC publication sales. Mr. Rood provided updates on the IEC FinCom, including the COVID-19 impact assessment and IEC 2021 budget proposal. He highlighted that IEC membership dues will not change for 2021. The next IEC FinCom meeting will be held virtually on 3 December. Mr. Rood shared that the USNC FinCo will be reviewing the 2021 USNC budget. He also reviewed key dates in 2020 for USNC FinCo.

### **Section 11 – USNC Rules and Procedures Committee Report**

Mr. Angus Low, Chair, provided an update on the work of the USNC Rules and Procedures (R&P) Committee.

The R&P Committee has met three times since last USNC Council meeting. The group completed their revision of the USNC Statutes and USNC Rules of Procedure (RoP), which were sent to the USNC Council for comment. The USNC RoP was sent to ANSI Legal, who provided comments and proposed edits. The R&P Committee plans to meet with ANSI Legal on 29 October 2020 to review their feedback on the USNC RoP.

Mr. Low reviewed the major changes made by the Committee to the USNC Statutes including, the removal of USNC Voting Members, definition of “USNC Member”, update of Honorary Life Membership text, and addition of “one organization, one vote” policy.

The R&P Committee to draft recommendations for USNC Council’s consideration on the following USNC Statutes sections:

- a. USNC Statutes section 3.1: Which organizations are eligible to serve on USNC policy committees and how many individuals are they able to nominate to serve on USNC policy committees?
- b. USNC Statutes section 4.4: Does the USNC have a limit on how many consumer advocates are able to serve on the USNC Council? Should consumer advocates be given a non-voting position?

Mr. Low provided an overview on the proposal (USNC/Council 759) that Mr. Ed Mikoski drafted on a USNC document naming system. USNC staff is reviewing the proposal as they are responsible for

naming and storing documents. USNC staff will circulate a final document for USNC Council's review and consideration.

## **Section 12 – USNC 2022 Planning Committee Update**

Mr. Steve Margis, 2022 Planning Committee (PlanCo) Chair, provided an update on the USNC's plans for the 2022 IEC General Meeting (GM) in San Francisco, CA. The 2020 IEC GM is being held virtually and it is the expectation to return an in-person IEC GM in 2021. PlanCo leadership and USNC staff have met a few times over the past several months. They plan to monitor any changes in the IEC Blue Book this year, and the issue of virtual participation specifically.

PlanCo leadership and USNC staff held a call with Conference Direct recently. USNC is approaching the next phase of logistics considerations, including rooms, food and beverage, entertainment, etc. Logistics discussions will begin to take place in Q2 of 2021. PlanCo and USNC staff plan to do a site visit in conjunction with the May USNC Management Meetings if the meetings are still held in person in Fremont, CA. If the May meetings are held virtually, a small group will plan to do a site visit later in 2021.

USNC staff sent an email to IEC TC/SC/SyC officers to gauge their interest in holding meetings at the 2022 IEC GM. The deadline for responses was set as 1 December 2020. PlanCo will then review each interested TCs/SCs/SyCs' strategic relevance and fit for the meeting. Decisions on which committees will receive official invitations will be finalized by the end of Q2. The plan is to gather interest from TCs/SCs/SyCs and then shift the discussion to the TAGs regarding sponsorship opportunities.

PlanCo leadership has developed a new tracking tool that will be used to track and manage TCs/SCs/SyCs and sponsors. Ms. Lancaster is leading sponsorship efforts and Ms. Bird is leading TC/SC/SyC efforts with USNC staff support. The next TC/SC/SyC TF and PlanCo meetings are set for January 2021.

## **Section 13 – USNC Nominations Committee Report**

Ms. Elisabeth George, Chair, provided an update on the work of the USNC Nominations Committee. The Committee endorsed Ms. Laura Lindsay (Microsoft) for TMC appointment. Her bio was sent to USNC Council for their consideration and approval via ballot. The Council ballot was successful and quorum was met.

The ANSI Leadership and Service Awards Ceremony, originally scheduled for 21 October 2020, will now be held on 27 October 2021. The call for nominations is extended through 15 February 2021. Based on this, the Nominations Committee will hold another meeting to re-review the original proposals and assess whether they would like to put forth any additional names. The ANSI Awards Committee may recognize more than one candidate for the medals and awards that are typically awarded to only one recipient in a given year. Please [visit this link](#) for additional information on the ANSI Awards.

Number of USNC's Nominees for the ANSI Awards:

- Meritorious Service Award – 6 Candidates
- Next Generation Award – 2 Candidates
- The President's Award for Journalism – 1 Candidate
- Chairman's Award – None

- ANSI Workforce Development and Innovation Award (AWDIA) – None
- Maureen Breitenberg Conformity Assessment Research Medal – None
- George S. Wham Leadership Medal – 1 Candidate
- Thomson Electrotechnology Medal – 1 Candidate
- Gerald H. Ritterbusch Conformity Assessment Medal – 1 Candidate
- Edward Lohse Information Technology Medal – 1 Candidate
- Finegan Standards Medal – 1 Candidate
- Howard Coonley Medal – 1 Candidate
- Astin-Polk International Standards Medal – 1 Candidate

#### **Section 14 – USNC Young and Emerging Professionals**

Ms. Carrie Schmaus, Chair of the USNC Young and Emerging Professionals (YEP) Committee, provided a verbal report on the YEP Committee.

The Committee meets monthly and has over 20 members. Three new members have joined since the last USNC Council meeting. She emphasized that the YEP Committee’s focus this year has been to work to establish a national YEP program in the US. The final draft framework for the national YEP program will be ready for USNC Council to review in early 2021.

Ms. Schmaus reviewed the upcoming YEP Committee activities. The USNC is hosting webinar during World Standards Week on 20 October focused on the YEP Committee’s efforts to establish a national YEP program in the US. The IEC YP program officer will also join the webinar to discuss how the IEC supports national YP programs globally. Please see (**ATTACHMENT I**) for the webinar presentation. The USNC’s YEPs and FINCA members’ YPs have been invited to observe the FINCA meeting for the first time and will hold a follow-on YP meeting in the weeks after the FINCA meeting. The IEC YP Leaders from 2019 have put together a webinar on 1 December focused on the comparison of regulatory models between Australia, China, the EU, and US. Ms. Amy Phelps (NIST), new YEP Ms. Grace Callahan (Underwriters Laboratories), and Ms. Valara Davis (Underwriters Laboratories) will present on behalf of the USNC.

The YEPs have also been working on a diversity survey for its members. It is completely voluntary and anonymous. The group is interested in gender, race/ethnicity, expertise or discipline, organization category, time zone, age range, and years working in standards or conformity assessment. The purpose of gathering this information is to understand the diversity within the YEP Committee and to gain insight on where to continue diversifying the group. This will be useful when planning the national YEP program outreach strategy. Ms. Schmaus is happy to share lessons learned on the Committee’s diversity efforts with the USNC leadership.

Given Ms. Bird’s participation on the CB TF on Diversity, she expressed interest in the YEP Committee’s data and methods used for collecting diversity data. She also encouraged YEP Committee members to join the USNC VTAG to SG 11 *Hot topic radar*.

Ms. Schmaus made a call for new YEP Committee participation. USNC Council members are to send their young and emerging colleagues who would benefit from involvement in the YEP Committee to Ms. Gladstein for additional information on how to join the group.

Mr. Lippert was encouraged to see YEPs’ enthusiasm and involvement in USNC and IEC activities. He looks forward to the YEP Committee’s draft framework for the national YEP program in the US.

Mr. Zertuche thanked Ms. Schmaus and all of the YEP Committee members that have been key in getting this group off the ground and working to establish a national YEP program.

### **Section 15 – USNC Communications Committee**

Ms. Elaina Finger, Chair, provided a verbal and written report (**ATTACHMENT J**) on the activities of the Communications Committee. Ms. Finger thanked those who submitted articles for the 2020 summer edition of the *USNC Current*. She requested that members draft articles for the 2020 fall edition, “Decade in Review.”

The Mentoring Program’s scope and training materials were recently revised and will be circulated to the USNC Council for approval. Upon approval, a call for participants will be issued with a two-week deadline. Once applications are received, mentors and protégés will be matched. The pilot program will last six months and progress reports will be provided to USNC Council at three months and six months. Ms. Grace Roh (Underwriters Laboratories) will lead the Mentoring Program Task Force going forward.

Ms. Finger made a call for USNC mentors for the Mentoring Program and instructors for the IEC Effective Meeting Participation Webinar. New Communications Committee members are always welcome.

### **Section 16 – Outreach to Other Organizations**

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

- **APCF** – Next APCF meeting will be held in conjunction with IEC GM November 2020. APCF leadership is finalizing how many individuals can participate from each delegation as APCF has 30 members. Please see the APCF draft agenda (**ATTACHMENT K**).
- **COPANT and PASC** are scheduled to take place in April (Rio) and May (Vladivostok) respectively in 2021. These meetings will likely be held virtually due to travel restrictions from organizations and countries.
- **FINCA** – USNC to host virtual 2020 FINCA meeting on 23 October and remain FINCA Chair for 2021. The USNC’s Young and Emerging Professionals and FINCA members’ Young Professionals have been invited to observe the FINCA meeting first time and will hold a follow-on YP meeting in the weeks after the FINCA meeting. Please see the FINCA draft agenda (**ATTACHMENT L**).

### **Section 17 – Future Meeting Dates**

The following future meeting dates were also be reviewed:

#### **2020**

FINCA Meeting  
23 October 2020  
Remote

84<sup>th</sup> IEC General Meeting  
9 – 13 November 2020  
Remote

## **2021**

USNC Management Meetings  
January TBD

The January USNC Management Meetings will likely be held virtually. USNC Officers to identify the dates for the 2021 Management Meetings (**ACTION ITEM #4**).

USNC Management Meetings  
May TBD  
UL – Fremont, CA

USNC Planning Committee and USNC staff hope to do a site visit at the venue in San Francisco for 2022 IEC General Meeting in conjunction with the May USNC Management Meetings. If this set of meetings is held virtually, the group will do a separate trip to San Francisco later in the year.

USNC Management Meetings  
September TBD  
FM Approvals – Norwood, MA

85<sup>th</sup> IEC General Meeting  
3 – 7 October 2021  
Dubai, United Arab Emirates (UAE)

The new dates listed above for the 2021 IEC GM will be officially approved by IEC Council vote at the IEC Council meeting in November.

## **2022**

86<sup>th</sup> IEC General Meeting  
31 October – 4 November 2022  
San Francisco, USA

## **2023**

87<sup>th</sup> IEC General Meeting  
Egypt

### **Section 18 – Adjournment**

Mr. Lippert thanked USNC staff for hosting the virtual Management Meetings and thanked everyone who participated. Mr. Zertuche thanked the USNC policy committee Chairs for their efforts and support this week. Mr. Lippert adjourned the meeting at 2:21 PM (EDT).