USNC COUNCIL
DRAFT MINUTES

Thursday, 26 January 2023
9:00 AM – 4:00 PM (ET)
(Meeting #68)

Hosted by American Welding Society
8669 NW 36th Street
Doral, FL 33166

Members Participating

Veronica Lancaster, USNC President	CTA
Joan Sterling, USNC VP – Conformity Assessment	NEMA
Peter Pondillo, USNC VP – Finance	Corning Incorporated
Hae Choe, USNC VP – Technical	AAMI
Kevin Lippert, USNC Immediate Past President *	UL Standards & Engagement
Tony Zertuche, General Secretary	USNC/ANSI
David Bain	INCITS
Joe Bhatia	ANSI
Sonya Bird	UL Standards & Engagement
Mazen Chmaytelli	Qualcomm
Randy Dollar	Siemens
Tim Duffy	Rockwell Automation
Eric Franca	FDA
Kerrianne Haresign	CTA
Brent Hartman*	CSA
Jennifer Kitchen*	GE
Angus Low	Intel Corp
Alan Manche	Schneider Electric
Amy Marasco*	Microsoft
James Marquedant*	FM Approvals
Tom McGarry*	TIA
Edward Mikoski	ECIA
Paul Moliski	Intertek
Dave Osborn	Philips
Amy Phelps*	NIST
Bob Sherwin	ARESCA
Karen Willis	NEMA

Guests Participating

Gabriel Alsenas*	ARESCA
Michael Atlass*	Qualcomm
Ethan Biery	Lutron Electronics
Ron Borowski	Eaton
Wynn Bowman*	Star Associates International
Ladan Bulookbashi*	AAMI

Jonathan Colby*	Streamwise Development
Steven Cornish*	ANSI
Chris Cramer*	UL Research Institutes
Valara Davis	UL Standards & Engagement
Bruce Desmond	Phoenix Contact
Elisabeth George	Elisabeth George Consulting LLC
Paul Green	Intel
Patricia Griffin*	ANSI
Megan Hayes	NEMA
Emily Hoefer	CTA
Timothy Jeffries*	Futurewei
Scott Kiddle*	ABB
Bill Lawrence	FM Approvals
Steve Margis	UL Solutions
Evans Massey*	USNC Honorary Life Member
Rui Peng	FDA
Philip Piqueira	UL Standards & Engagement
Anthony Quinn*	International Trade Administration
Carrie Schmaus*	DoE
Joe Tretler	ANSI
Matt Williams*	AHAM
Wallie Zoller*	Rockwell Automation
Adelana Gladstein	USNC/ANSI
Megan Pahl	USNC/ANSI
Mackenzie Connors	USNC/ANSI

Section 1 – Organizational Matters

1.1   Welcome and Introductions

Ms. Veronica Lancaster, USNC Council Chair, called the meeting to order at 9:00 AM (ET). She welcomed members and guests in the room and online, and recognized the new USNC VP – Technical Ms. Hae Choe; three new USNC Council members, Mr. Ron Borowski (Eaton), Mr. Dave Osborn (Philips), and Ms. Kerrianne Haresign (CTA); and new USNC Premier Member, Phoenix Contact (Mr. Bruce Desmond). Meeting attendees provided introductions in person and over the phone.

Ms. Lancaster thanked everyone for their support in her new role, and looks forward to working together on the USNC Council. She also thanked Mr. Kevin Lippert for all of his work and efforts as USNC President.

Mr. Lippert offered remarks to the USNC Council, congratulated Ms. Lancaster, and thanked everyone for their support while he served as President. He asked the members to support and assist Ms. Lancaster as she takes on this new role.

1.2   Approval of Agenda

    1.2.1   Approval of USNC Council Roster / Proposed Term Renewals

Mr. Tony Zertuche noted that the policy committee member terms had not been renewed due to the pandemic, and proposed to move forward with the new terms listed in USNC/Council 864. It was moved and seconded.

VOTE #1 To Approve the new terms for USNC Council, TMC, and CAPCC members (USNC/COUNCIL 864)

(This motion was approved unanimously)

    1.2.2   Approval of Balance of Agenda

Ms. Lancaster drew attention to the meeting's draft agenda, USNC/COUNCIL 857A. It was moved and seconded.

VOTE #2 To Approve the Agenda (USNC/COUNCIL 857A)

(This motion was approved unanimously)

1.3   Approval of the USNC Council Minutes from the meeting on 15 September 2022 held in Norwood, MA

    1.3.1   Discussion of comments received

Ms. Lancaster reviewed the revised USNC Council minutes (USNC/COUNCIL 856A) from the meeting on 15 September 2022 in Norwood, MA. Additional clarifying text was proposed and included in the revised minutes **(ATTACHMENT A)**. It was moved and seconded.

VOTE #3 To Approve the Revised Minutes (USNC/COUNCIL 856A) from the September 2022 USNC Council Meeting

(This motion was approved unanimously)

Section 2 – Status of Outstanding Action Items

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

ACTION ITEM #2022 – 9 – 1 – ANSI Legal to provide their rationale for allowing the Chair of the USNC Council meeting to determine the agenda regarding the USNC Council member only session. **Status: In Process**

Ms. Lancaster noted that she had a conversation with Ms. Patty Griffin in December 2022 during a USNC training session. During this conversation, Ms. Griffin explained the guidance she provided to the Chair of the USNC Council that he could call a member-only session. Since Ms. Lancaster asked for the original action item, she felt the matter was resolved.

Secretary's Note: Following the conclusion of the USNC Council meeting, ANSI legal provided that section 4.7 of the USNC Statutes on USNC Council meetings allows a Chair to call a closed meeting, "Non-members of the Council shall inform the General Secretary in advance of their intention to attend meetings, and their attendance is subject to the approval of the USNC President."

ACTION ITEM #2022 – 9 – 2 – USNC staff to include additional columns (follow-up date, completion date, and final resolution) on the USNC policy committee resolutions document.
Status: Completed

ACTION ITEM #2022 – 9 – 3 – USNC Rules & Procedures Committee to review the USNC Statutes to provide clarification on USNC leaders roles when transitioning of employers.
Status: In Process

ACTION ITEM #2022 – 9 – 4 – USNC Standing Committees to confirm their membership and consider balance of representation.
Status: In Process

ACTION ITEM #2022 – 9 – 5 – USNC policy committees to form a task force to develop a USNC response to the EU standards strategy in coordination with Gordon Gillerman (NIST) and Joe Bhatia. The group will be led by Angus Low; volunteers include Michael Atlass, Dave Osborn, Ed Mikoski, Bob Sherwin, Wallie Zoller, and Sonya Bird.
Status: In Process

ACTION ITEM #2022 – 9 – 6 – ANSI staff to reach out to the involved US entities to provide updates on the US-EU Trade & Technology Council in relation to the EU standards strategy.
Status: Completed

ACTION ITEM #2022 – 9 – 7 – USNC staff to circulate benefits and logistical information to 2022 IEC GM General Sponsors to assist in identifying sponsor benefits.
Status: Completed

ACTION ITEM #2022 – 9 – 8 – Tony Zertuche to follow up with ANSI regarding the inclusion of USNC's logo in the General Meeting sponsorship graphic.
Status: Completed

ACTION ITEM #2022 – 9 – 9 – USNC staff and PlanCo leadership to hold an informational webinar on the 2022 IEC GM for the USNC constituency.
Status: Completed

ACTION ITEM #2022 – 9 – 10 – USNC Council to hold a virtual session to address the member travel funding and process issue, create a cohesive proposal, and come to a consensus on how USNC would like to move forward. USNC Finance VP Peter Pondillo to lead this meeting.
Status: In Process

ACTION ITEM #2022 – 9 – 11 – USNC staff to circulate a ballot to USNC Council on the 2023 USNC budget.
Status: Completed

ACTION ITEM #2022 – 9 – 12 – USNC staff to provide the estimated amount of unused 2022 USNC funds to the USNC Finance Committee by the end of September.
Status: Completed

ACTION ITEM #2022 – 9 – 13 – USNC Council to discuss the policy around placing USNC staff on various external groups versus a USNC member during the January 2023 meeting.
Status: Completed

ACTION ITEM #2022 – 9 – 14 – Hold USNC Country Mentoring discussion during January 2023 meeting. USNC staff to provide background information on past mentoring relationships.
Status: Completed

ACTION ITEM #2022 – 9 – 15 – Discuss USNC participation in regional groups at January 2023 meeting.
Status: Completed

ACTION ITEM #2022 – 9 – 16 – USNC staff to circulate a survey to policy committee members regarding May and September 2023 management meeting dates.
Status: Completed

Section 3 – Goodbye 2022 & Welcome 2023

Mr. Zertuche led a discussion on the achievements of the USNC in 2022 **(ATTACHMENT B)**. Hosting the IEC General Meeting in San Francisco was the most significant accomplishment.

The USNC hosted its first in-person management meetings and training opportunities since January 2020, to include the USNC TAG Leadership Workshop and IEC Processes and Procedures Course. The USNC's online voting system for all policy committee ballots was launched.

The USNC fully participated in the IEC's new governance structure with leadership positions on the Diversity Advisory Committee (DAC) and Governance and Audit Review Committee (GRAC), as well as participation on the Business Advisory Committee (BAC).

Two new organizations joined as USNC Premier Members, Phoenix Contact and the National Renewable Energy Laboratory. Mr. Zertuche welcomed new USNC officers, Ms. Veronica Lancaster and Ms. Hae Choe, and highlighted ANSI Board Members from the USNC including ANSI Board Chair, Mr. Phil Piqueira.

Section 4 – USNC Membership

Mr. Zertuche led a discussion to address membership retention within the USNC. The goal is to increase membership and participation on the USNC policy committees and TAGs.

While TAG membership typically fluctuates, the USNC lost quite a few TAG members this past year in comparison to other years. There are new TCs and PCs that will be created in 2023, so that may raise the number of TAG members. A USNC member suggested that TAG leaders write articles for the *USNC Current* about what their TAG does and what they are working on as a method to solicit membership on the TAG. They also proposed holding webinars on hot topics and new technical areas to gain TAG membership.

It is important for organizations to have succession planning in place for policy committee members who retire or change positions. There needs to be a focus on identifying replacements within an organization so that the USNC is not losing whole companies upon a member's retirement. Additionally, virtual participation is allowed, which may also increase engagement.

Section 5 – USNC Strategic Objectives

Mr. Peter Pondillo reviewed the USNC strategic objectives that were developed in 2017 (USNC/COUNCIL 862), noting that they are still pertinent. If any modifications need to be made, USNC members are welcome to share their suggestions. Additionally, USNC leadership reviewed strategic objectives A – D to discuss their relevancy and brainstorm how the USNC can include these objectives towards work items in 2023. One of the main action items from this meeting was the decision to create a private ANSI SharePoint folder where the USNC leaders will be able to upload documents, provide input, and download the latest documents under edit. The USNC leadership plans to discuss strategic objective E at their next meeting, and will continue to provide updates to the policy committees.

ACTION ITEM #1: Add a standing item to the USNC Council agenda for a USNC leadership meeting report.

Section 6 – Staffing IEC Groups

Ms. Lancaster led a discussion around USNC staff serving on external groups. USNC Council members do not oppose staff serving on IEC groups, but would like to see a more structured process in place to confirm representatives and provide input to ensure full USNC alignment. For example, these individuals could be approved by the USNC Council and provide activity reports to the USNC policy committees during USNC Management Meetings. The group agreed that transparency is key. Ms. Lancaster thanked staff for their willingness to support roles and for collaborating with USNC members to establish VTAGs.

Section 7 – US-EU Trade & Technology Council Update

Mr. Anthony Quinn, International Trade Administration, provided updates on the US-EU Trade & Technology Council's (TTC) activities. The TTC has established 10 working groups, co-led by relevant US government agencies and the European Commission. These working groups focus on tech standards, climate and green tech, secure supply chains, information and communications technology and services security and competitiveness, data governance and tech platform regulation, misuse of technology threatening security and human rights, export controls, investment screening, promoting SME access to and use of digital technologies, and global trade challenges. The US Department of Commerce leads several TTC events on these workstreams, including their most recent hybrid session on the TTC Joint Roadmap for Trustworthy AI and Risk Management.

The last US-EU TTC Ministerial meeting was led on 5 December 2022 near Washington, DC. They discussed several topics, including digital infrastructure and connectivity, AI roadmap, collaboration on quantum, and cooperation on new and emerging technologies. For additional information, see the official US-EU TTC Joint Statement from the Ministerial.

The US and EU have signed two administrative agreements of note. In May 2022, the TTC agreed to establish a Strategic Standardization Information mechanism on international standards development with the aim to cooperate and share information on new standardization opportunities. This cooperation was operationalized through the signature of an administrative arrangement, designating EU and US contact points including the Director of the NIST Standards Coordination Office. Most recently, the US Department of State and the Directorate-General for Communications Networks, Content and Technology (DG CONNECT) of the European Commission signed an administrative arrangement on Artificial Intelligence for the Public Good in January 2023. The agreement builds

upon the principles expressed in the Declaration for the Future of the Internet and the shared interests and values of using emerging digital technologies to address global challenges.

Ms. Lancaster thanked Mr. Quinn for the update.

Section 8 – Update on IEC Governance Items

8.1   IEC Board

Mr. Lippert provided a report on the IEC Board meeting held on 2 November in San Francisco. The IEC Board approved the proposed composition and scope for the IEC Board Task Force 7 on long-term sustainability; Mr. Pondillo participates in this TF. The IEC Board requested that the BAC leverage the register of experts as much as possible given the broad scope of activities it has, and to focus on giving advice to the IEC Board on crucial topics such as the IEC budget, financial forecast, and managing risk. He noted that there will be several new IEC Board members in 2023, including Mr. Scott Steedman from the UK. Additionally, the IEC will be soliciting for CAB Chair candidates soon, as Mr. Shawn Paulson's final term ends in 2023.

The IEC had not circulated the agenda for the upcoming IEC Board meeting at the time of the USNC Council meeting in January. Ms. Lancaster will attend the IEC Board meeting from 22-23 February in Geneva. For additional information, please see the draft agenda for the February IEC Board meeting **(ATTACHMENT C)**.

8.2   IEC Forum

Mr. Zertuche reported on the IEC Forum (IF) meeting held on 1 November in San Francisco during the IEC GM. In the first breakout session, NCs discussed the key challenges their NCs were facing. The main challenges identified included the lack of understanding about the value of standards from many stakeholders, attraction and retention of a diverse group of experts, NCs becoming overwhelmed by the heavy information flow from the IEC, and stakeholder engagement. In the second breakout session, NCs focused on the challenges of stakeholder recruitment and retention. Finally, each NC was asked to connect with an NC outside of their usual circle to discuss these issues further and exchange ideas. For additional information, please see the IF minutes (IF/19B/RM) that were circulated with the USNC Council agenda.

As the Chair of the IF, Mr. Zertuche provided a report to the IB at the IEC GM. IB members and Mr. Jo Cops felt that the IF was not a formal advisory group to the IB Mr. Cops suggested that IF members should go through their IB members to provide information. IEC Forum Organizing Committee is meeting with the IEC President and Secretary General in late January to discuss what the IF's role is and how to ensure that there are open communication channels all the way up to the IB.

8.3   IEC Diversity Advisory Committee

Ms. Megan Hayes reported on the DAC's activities. DAC first met in May 2022, and their last meeting was held in December 2022. DAC's membership is comprised of the Chair, three Group A Members, and three non-Group A Members. The IEC Diversity Statement was reviewed, which places a particular focus on gender, geographic, and stakeholder diversity. At the December meeting, they finalized draft guidance for CAB, MSB, and SMB,

drafted guidance for BAC, recommended diversity discussion at IEC Forum to ascertain diversity needs of national committees, and received a presentation from 2022 IEC YPs. DAC noted that they would like to engage with the IEC Forum to gather the needs of the NCs before the recommendation development.

ACTION ITEM #2: Tony Zertuche to ask IEC Forum to invite Megan Hayes, DAC Chair, to participate in a future meeting.

Future considerations for DAC include the number of DAC members, stakeholder diversity data, and to continue to work on diversity guidance for IEC Board groups. Given the recent call for experts' stakeholder data **(ATTACHMENT D)** in the IEC Expert Management System (EMS), USNC Council members asked if DAC would consider allowing multiple stakeholder categories per organization in the system. They also requested the ability for experts to change their stakeholder category themselves in EMS. Ms. Hayes will look into both of these items.

For additional information, see the minutes from the DAC meeting **(ATTACHMENT E)**.

8.4   IEC Business Advisory Committee

Mr. Kerry McManama provided a written report on the BAC meeting held on 12-13 December in Geneva. Mr. Kevin Lippert participated in the BAC meeting as the IEC Board liaison, and gave a brief verbal update. BAC received updates on the Cybersecurity Programme and the NRG, and discussed IT projects. For additional information, see the minutes from the BAC meeting **(ATTACHMENT F)**.

8.5   IEC Governance Review and Audit Committee

Mr. Pondillo reported on the GRAC meeting held on 1 December in Geneva **(ATTACHMENT G)**. GRAC members discussed risk generally, financial, and governance items. Risk matters included the IEC spear phishing attack in July, free standards and IEC copyright, IEC procurement procedures, and IEC long-term sustainability. Financial matters they reviewed were the IEC statutory financial statements 2022, IEC membership dues, IEC accounts, and IEC ERP system implementation. On the governance item, GRAC received an IEC Global Impact Fund update. The group also discussed the GRAC handover to the incoming Chair, Mr. Pondillo. He was briefed on a number of topics as part of the handover, including outstanding dues from Egypt for IECRE, internal control, risk framework, and governance activities.

A USNC member asked for a further update on the Global Impact Fund. This initiative was promoted as a three-year project, so they asked what happens to the funds at the end of the three-year period. Mr. Pondillo will reach out to the IEC Global Impact Fund Senior Advisor and Officer, Mr. Matthew Doherty, for more information.

ACTION ITEM #3: Peter Pondillo to report back on the plan for extra Global Impact Fund funding after the initial three-year commitment.

For additional information, see the minutes from the GRAC meeting **(ATTACHMENT H)**.

Section 9 – USNC Finance Issues

Mr. Pondillo, VP – Finance, reported on the USNC's finances **(ATTACHMENT I)**. The current roster was recently reviewed by FinCo, considering the balance and diversity of its membership. A

candidate from the government sector was identified and confirmed their interest in joining FinCo. *Secretary's note: Ms. Amy Phelps (NIST) was approved as a FinCo member by USNC Council in February 2023.*

The USNC monthly YTD numbers from November 2022 were reviewed. Mr. Pondillo noted that we are on budget and have met all associated expectations. The direct number was listed in red because it included IEC GM items, which need to be removed. The 2023 USNC budget was also reviewed. The USNC Council approved the 2023 budget, which was then slightly adjusted and approved by the ANSI Board.

FinCo went through the list of USNC program proposals and was able to prioritize each item, noting that some of the proposals were already in process. The proposal for YEPs and protégés to attend USNC Management Meetings will help increase membership and contribute to succession planning while also providing a valuable professional experience with networking opportunities for the program recipients. The proposal would fund 10 recipients per year at up to $1,500 per person for airfare and hotel. The proposal also included an application and selection panel process. The proposal to fund YEP and protégé travel to USNC management meetings was moved and seconded.

VOTE #4 To Approve the USNC YEP/Protégé proposal

(This motion was approved unanimously)

Ms. Hayes provided an overview of the process to submit new USNC program proposals. The FinCo will consider each proposal's link to the USNC strategic objectives, impact vs. cost, and resources needed. USNC staff sends an annual call for program proposals; the USNC constituency was encouraged to submit any requests to staff.

A USNC Council member raised concerns with not receiving documents ahead of the USNC Management Meetings. Ms. Lancaster requested that all reports and documents are circulated two weeks before meetings.

Agreement: ANSI and USNC members will all submit contributions two business weeks before the start of management meetings.

Section 10 – USNC Communications Committee

Mr. Ethan Biery, Chair, provided a report on the activities of the Communications Committee. The last meeting was held on 14 December 2022 where the committee reviewed the ToR and roster. The following task forces' activities were reviewed: Professional Mentoring Program, TAG Leadership Workshop, Don Heirman Paper Competition, and the conformity assessment training modules.

The Communications Committee received a USNC project proposal to review from the Finance Committee regarding the improvement of the USNC's education and training materials. A survey was circulated to the USNC constituency on this topic to get their input on existing materials; 74 responses were received. Most members did not know that these items existed. Based on survey results and user data, the Communications Committee recommends an initial investment in lower-cost, but significant changes to existing USNC education & training materials, including an introduction and learning journey videos or infographics, move materials to a more public & easily shareable location (YouTube or ANSI SharePoint), add more engaging content, and raise awareness/ increase marketing efforts.

The upcoming editions of the *USNC Current* will focus on the GM, sustainability practices and UN SDGs, and alternate/renewable energy. USNC members are invited to submit articles or ideas for the *USNC Current.*

Section 11 – Future Meeting Dates

Ms. Lancaster reviewed the following future meeting dates:

2023

IEC Board Meeting
22-23 February 2023
Geneva, Switzerland

BAC Meeting
8 March 2023
Virtual

IEC Forum Meeting
9 March 2023
Virtual

GRAC Meeting
26 April 2023
Geneva, Switzerland

BAC Meeting
27 April 2023
Geneva, Switzerland

IEC Forum Meeting
10 May 2023
Virtual

USNC Management Meetings
16 – 18 May 2023
Corning, NY (hosted by Corning)

Corning volunteered to host the USNC management meetings at their facilities from 16 – 18 May in Corning, NY. It was moved and seconded.

VOTE #5 To Approve the May Management Meetings to be held from May 16 - 18 in Corning, NY at Corning's offices

(This motion was approved unanimously)

IEC Board Meeting
20-21 June 2023
Mexico City, Mexico

BAC Meeting
6 July 2023
Virtual

IEC Board Meeting
29 August 2023
Virtual

USNC Management Meetings
26 – 28 September 2023
Arlington, VA (hosted by CTA)

CTA volunteered to host the USNC management meetings at their facilities from 26 – 28 September in Arlington, VA. It was moved and seconded.

VOTE #6 To Approve the September Management Meetings to be held from September 26 - 28 in Arlington, VA at CTA's offices

(This motion was approved unanimously)

IEC Forum Meeting
27 September 2023
Virtual

FOR DISCUSSION: Company Policy
87th IEC General Meeting
22 – 26 October 2023
Sharm el-Sheikh, Egypt

Some USNC Council members raised security concerns about the location of the 2024 IEC General Meeting. The Chair requested that members check with their organizations on what their policy is to travel to Egypt related to the US State Department's classification as Egypt being at high risk for terrorism.

*Secretary's note: The IEC has informed its constituency via the Administrative Circular (AC/4/2023 – **ATTACHMENT J**) that the National Committee of Egypt has submitted an official request to the IEC Secretariat to change the venue of the next General Meeting from Sharm El-Sheik to Cairo.*

BAC Meeting
29 November 2023
Geneva, Switzerland

DAC Meeting
6 December 2023
Geneva, Switzerland

88th IEC General Meeting
21 – 25 October 2024
Edinburgh, UK

Section 12 – Reports from American National Standards Institute (ANSI)

12.1   ANSI Report

Mr. Joe Bhatia, President of ANSI, reported on ANSI's activities **(ATTACHMENT K)**. He highlighted the topics below:

- **ANSI Strategic Priorities** – Strategic priorities include asserting a robust US leadership role in regional and international standardization, enhancing US competitiveness and innovation through standards and conformance, ANSI's role as a bridge between public-sector policies and private-sector solutions, and supporting and protecting the standardization ecosystem.
- **New USNC Leadership** – Mr. Bhatia welcomed Ms. Lancaster as the new USNC President, and looks forward to working together. He recognized the USNC Immediate Past President, Mr. Lippert, for his efforts on behalf of the USNC and ANSI. Mr. Bhatia thanked Mr. Lippert for his contributions, which advanced the initiatives of the USNC, the work of ANSI, and the progress of the US and international electrotechnical standardization community.
- **Observations on the IEC General Meeting** – Mr. Bhatia congratulated the USNC Planning Committee, with special thanks to the Chair, Mr. Steve Margis, on the success of the 2022 IEC General Meeting. Events like this offer the US the opportunity to showcase our technology, our innovation, and our overall contribution and commitment to global standardization.
- **ANSI/USNC Relationship** – During the December 2022 ANSI Board meeting, the Board discussed creation of a small task force to address concerns, and to ensure clarity in the USNC procedures and alignment with the ANSI By-Laws. ANSI will keep the USNC Council informed of this activity as it progresses.

12.2   ANSI International Policy Report

Mr. Joe Tretler, ANSI VP – International Policy, reported on current activities in his department. He provided updates on the topics below:

- **Key ISO Policy Issues Addressed at 2022 ISO Governance and AIC Meetings** – Dr. Sung Hwan Cho of KATS (South Korea) was elected as the next ISO President, serving as ISO President-Elect in 2023, and as ISO President in 2024 & 2025. ANSI raised concerns with the ISO/TMB on European Commission policies and engagement with HAS consultants that appear to violate ISO fundamental concepts of consensus and global relevance. The ISO/TMB members have unanimously agreed with these concerns. ISO programs in relation to sustainability, climate change and gender responsiveness were approved.
- **June 2022 ANSI/ESOs Meeting** – Due to ongoing health concerns related to the pandemic, the June 2022 ANSI/ESOs meeting has been rescheduled to 13 –

14 March 2023 in Brussels. The draft agenda was circulated to the USNC policy committees for input.

- **October 2022 US/German Standards Panel** – Due to scheduling conflicts, the Panel has been rescheduled to 4 – 5 April 4 2023 in Washington, DC. Key topics for this event will include the impact of the EU standardization strategy, US and German national efforts related to digitalization of standardization, climate change, and artificial intelligence.
- **ANSI – SAC Meeting during ISO General Assembly in Abu Dhabi** – ANSI and the Standardization Administration of China (SAC) met in person on 22 September 2022, while both organizations were attending the ISO General Assembly in Abu Dhabi, UAE. ANSI and SAC exchanged opinions on recent regulations and standard development that ANSI is tracking, as well as cooperation on certain ISO issues.
- **Standards Alliance Expansion/Extension** – In September 2022, USAID approved the extension of the Standards Alliance Phase 2 by two years, until a new end date of July 2026, and also increased the ceiling of the project, obligating up to $3 million more in USAID funding to the public-private partnership. The project will focus on opportunities related to medical devices and COVID-19 response, digital infrastructure, energy and agriculture, water and sanitation, as well as other priorities identified by partner countries or U.S. private sector.
- **2023 ISO-Related Meetings** – The list of upcoming meetings in 2023 was reviewed.

Section 13 – IEC SMB / TMC Issues

Ms. Hae Choe, TMC Chair, reported on the TMC meeting held on 25 January 2023.

The TMC held a discussion on USNC member and policy committee engagement and recruitment. They had two recommendations for USNC Council to consider on this issue, which were moved and seconded.

> **VOTE #7 To Approve the TMC's recommendation for USNC policy committee leaders to hold an informational session on USNC membership, the value of participation, and orientation on the policy committees.**
>
> **(This motion was approved unanimously)**

ACTION ITEM #4: USNC policy committee leaders to hold an informational session on USNC membership, the value of participation, and orientation on the policy committees.

> **VOTE #8 To Approve the TMC's recommendation for the USNC Communications Committee to develop guidance and marketing collateral for current or potential USNC members on providing case studies or short video clips on the value of participation in the USNC.**
>
> **(This motion was approved unanimously)**

ACTION ITEM #5: USNC Communications Committee to develop guidance and marketing collateral for current or potential USNC members on providing case studies or short video clips on the value of participation in the USNC.

SPCG is looking at new work proposed in IEC, ISO, and ITU to ensure coordination between the organizations. The SMB is meeting in February; there are lagging CAB items that need to be readdressed. TC 111 and TC 124 provided presentations on their TAG activities.

Section 14 – IEC CAB / CAPCC Issues

Ms. Joan Sterling, CAPCC Chair, reported on the CAPCC meeting held on 24 January 2023. She noted concerns with India's conformity assessment participation. New language from ANSI legal regarding OFAC disclaimers on test reports was reviewed. Mr. Reinaldo Figueiredo provided an update on the CASCO reorganization and the updated ToR. Ms. Amy Phelps provided an update on the USTR, and will do so moving forward. The use of non-ISO/IEC standards put IEC at risk; CAPCC will work with Mr. Pondillo to get this item into the GRAC. Reports were received from the USNC CA systems. CAPCC recommended that a USNC Bluebook is created to provide meeting guidance to policy committee members.

ACTION ITEM #6: USNC staff to develop a USNC Bluebook for policy committee members with guidance on hosting TC/SC/SyC and conformity assessment system meetings.

Section 15 – IEC Market Strategy Board (MSB) Report

Dr. Chris Cramer, MSB representative, provided an update on the most recent MSB meeting held in November 2022 during the GM. The MSB received updates from the CAB, SMB, and DAC. They held a roundtable session on Market Watch and Strategy where the MSB members discussed market trends that are innovative, potentially disruptive, or opportunistic which affect their industry in context with the IEC. During the roundtable, Dr. Cramer presented on solid-state batteries (lithium ion and others).

A preliminary proposal was presented on an IEC roadmap and dynamic web-based dashboard to the year 2035. There will be four phases to the research process: 1) scope definition, 2) research, 3) MSB SWG input, and 4) deliverables.

The 2022 white paper "Zero carbon power systems" has been published. The 2023 white paper "Power Semiconductors for an Energy-Wise Society" held its kick-off meeting in early December. An update will be given to the MSB at its next meeting.

For additional information, please see the MSB minutes (MSB/321A/RM) that were circulated with the USNC Council agenda. The next MSB meeting will be held from 18-19 April in London.

Section 16 – USNC Young and Emerging Professionals

Ms. Carrie Schmaus, Chair, provided a report on the Young and Emerging Professionals Committee. Mr. Jonathan Colby and the YEPs led the development for the Open Session panel on *Building an Active and Sustainable IEC Community: engaging and supporting inclusive participation in the IEC* at the GM, which showcased geographic and gender diversity and was comprised of current and former YPs, seasoned professionals, and leadership from the IEC. Additionally, the YEP Committee, in collaboration with the IEC, also held a Standard in a Day training with the FINCA member

countries YPs. The YEP Committee is currently planning their activities for 2023 and drafting an action plan.

Ms. Schmaus thanked the USNC Council for approving the YEP/protégé proposal, emphasizing that it will be a great opportunity to get individuals involved and bring participation at the USNC to the next level.

Section 17 – USNC 2022 Planning Committee Report

Mr. Steve Margis, Chair, provided a debrief on the 2022 IEC General Meeting in San Francisco, CA **(ATTACHMENT L)**. He thanked the IEC GM leadership team for their hard work as well as the general and technical sponsors for their support. The final TC/SC SyC count was 75, with over 300 meetings. Mr. Margis reviewed the GM "scorecard" in terms of the budget, the event, and meeting scoping. Out of 2,408 registrations, 1,885 individuals attended the GM. He noted that 498 visa requests were received. Mr. Margis reviewed the final accounts in terms of expenses and revenue; the attrition impact was $145,000 and sponsorship was underfunded by $298,000.

Mr. Margis invited USNC members to provide their feedback on the GM. USNC Council members considered holding a final PlanCo session to provide comments and discuss pros and cons of the GM. Mr. Tim Duffy also suggested that a brief questionnaire is developed to gather input from the USNC policy committees and US participants to review items including Conference Direct, facilities, location, food & beverage, sponsorship materials, etc. Mr. Margis and Mr. Duffy to draft the questionnaire.

ACTION ITEM #7: Steve Margis and Tim Duffy to draft a questionnaire to solicit input on the 2022 IEC General Meeting from the USNC policy committees and US participants.

Ms. Lancaster thanked Mr. Margis for his leadership and efforts on a successful 2022 IEC General Meeting.

Section 18 – USNC Rules and Procedures Committee Report

Ms. Karen Willis, Chair, provided an update on the work of the Rules and Procedures Committee. The last R&P Committee meeting was held on 12 December, where they reviewed the current committee roster. It was noted that government stakeholder representation was missing from the group's membership. The R&P Committee requested all standing committees' updated ToR for inclusion in the USNC Rules of Procedures in an annex. The USNC Policy on Adoption of IEC Standards as American National Standards, USNC Policy in Distribution of Free Copies of IEC Standards, and USNC Policy on Informational Interest Groups were revised by the R&P Committee and circulated to the USNC Council for approval. An R&P Committee subgroup is drafting a proposed process for US appointments to IEC groups, which the R&P Committee will review ahead of the May USNC Management Meetings. The Committee is also working to draft clarifying text for the USNC Statutes on USNC leader roles when transitioning of employers.

The USNC Council nominated Mr. Steve Margis for the R&P Committee Vice Chair role; the R&P Committee will vote on his nomination.

Section 19 – USNC Nominations Committee Report

Mr. Ed Mikoski, Chair, provided an update on the work of the USNC Nominations Committee. The USNC nominations currently in progress and recently confirmed were reviewed. The group also reviewed USNC Officer terms, IEC terms, and USNC leadership roles. The IEC CAB Chair's final term ends in 2023; the Nominations Committee has added this item their list for discussion. The committee will also revise their draft ToR at their upcoming meeting.

The ANSI and IEC awards periods are approaching; members are encouraged to submit candidates to the Nominations Committee for consideration.

The USNC Council nominated Ms. Sonya Bird for Nominations Committee Vice Chair; the Nominations Committee will vote on her nomination.

Section 20 – Outreach to Regional Organizations

Mr. Zertuche led a discussion on USNC participation in regional groups and USNC country mentoring.

- **APCF/PASC**

  The last APCF meeting was held during the 2022 IEC General Meeting. USNC staff will circulate the meeting minutes as soon as they are confirmed.

  The next PASC meeting will be held in New Caledonia from 31 May – 2 June 2023 (tentative dates).

- **FINCA**

  The next meeting will be held in September 2023. The meeting format (in-person or virtual) and dates have not been confirmed yet. Mr. Zertuche will touch base at the COPANT meeting with FINCA members.

- **COPANT**

  The COPANT meeting will be held in Barbados from 23 – 26 April 2023. The former President of COPANT was Mr. Osvaldo Petroni (Argentina) has stepped down from this role and has been succeeded by Mr. Mauricio Cespedes (Costa Rica).

- **USNC Country Mentoring**

  A formal call has gone out from IEC Affiliate Coordinator for IEC Protégé candidate NECs for the IEC Country Mentoring Program. Those NECs will go through an application process after which a call for IEC Mentor candidate NCs will go out. Then there will be a partnering process whereby all players will be consulted. For more information on the IEC mentoring program visit https://www.iec.ch/mentoring-programme and see **ATTACHMENT M**.

- **CROSQ Workshop**

  While the USNC is still working to hold an in-person workshop with CROSQ, a virtual workshop is being considered as an option.

- **USNC Participation in Regional Groups**

    The USNC Council was unable to address this item due to time constraints at the meeting.

Section 21 – Review of Action Items

Ms. Lancaster reviewed the action items captured during the 26 January USNC Council meeting.

ACTION ITEM #1: Add a standing item to the USNC Council agenda for a USNC leadership meeting report.

ACTION ITEM #2: Tony Zertuche to ask IEC Forum to invite Megan Hayes, DAC Chair, to participate in a future meeting.

ACTION ITEM #3: Peter Pondillo to report back on the plan for extra Global Impact Fund funding after the initial three-year commitment.

ACTION ITEM #4: USNC policy committee leaders to hold an informational session on USNC membership, the value of participation, and orientation on the policy committees.

ACTION ITEM #5: USNC Communications Committee to develop guidance and marketing collateral for current or potential USNC members on providing case studies or short video clips on the value of participation in the USNC.

ACTION ITEM #6: USNC staff to develop a USNC Bluebook for policy committee members with guidance on hosting TC/SC/SyC and conformity assessment system meetings.

ACTION ITEM #7: Steve Margis and Tim Duffy to draft a questionnaire to solicit input on the 2022 IEC General Meeting from the USNC policy committees and US participants.

Section 22 – Adjournment

Ms. Lancaster thanked everyone who participated in-person and remotely. She closed the meeting at 4:40PM (ET).