



**USNC TECHNICAL MANAGEMENT COMMITTEE
DRAFT MINUTES**

**WebEx
Wednesday, 19 May 2021
10:00 AM – 2:30 PM (EDT)
(Meeting #63)**

Members Participating

Sonya Bird, USNC VP – Technical, Chair	Underwriters Laboratories
Hae Choe, Vice Chair	AAMI
Zekarias Bekele	CSA
Ethan Biery	Lutron Electronics
Wynn Bowman	Star Associates International
Jonathan Colby	ARESCA
Vincent Ferretti	Corning Incorporated
William Fiske	Intertek
Toby Gillespie	GE
Paul Green	Intel
Kerriane Haresign	CTA
Megan Hayes	NEMA
Byron Horak	Intertek
Timothy Jeffries	Futurewei Technologies
William Lawrence	FM Approvals
Laura Lindsay	Microsoft
Calvin Luong	CSA
David Osborn	Philips
Florence Otieno	TIA
Rui Peng	FDA
Charley Robinson	ISA
Matthew Williams	AHAM
Wallie Zoller	Rockwell Automation
Kevin Lippert, USNC President	Eaton
Joan Sterling, USNC VP – Conformity Assessment	Intertek
Tony Zertuche, USNC General Secretary	USNC/ANSI

Members Not Participating

Valara Davis	Underwriters Laboratories
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Guests Participating

Kimberly Badloo	CROSQ
Ron Borowski	Eaton
Howard Choe	WSN Technologies, Inc.
Steven Cornish	ANSI
Tim Duffy	Rockwell Automation

Elisabeth George	Philips
Gwendolyn Griffith-Manasse	CROSQ
Elaina Finger	Corning Incorporated
Scott Kiddle	ABB
Jennifer Kitchen	GE
Veronica Lancaster	CTA
Steve Margis	UL
Evans Massey	ABB
Alec McMillan	Retired
Edward Mikoski, Jr.	ECIA
Paul Moliski	Intertek
Joseph Musso	Underwriters Laboratories
Andia Persad-Maharaj	CROSQ
Philip Piqueira	Underwriters Laboratories
Amy Phelps	NIST
Peter Pondillo	Corning Incorporated
Bob Sherwin	EAPC Wind Energy
Fulgence St. Prix	CROSQ
Joe Tretler	ANSI
Adelana Gladstein	USNC/ANSI
Megan Pahl	USNC/ANSI

Section 1 – Organizational Matters

1.1 Welcome, Opening Remarks, Introductions

Ms. Sonya Bird, TMC Chair, called the meeting to order at 10:00 AM (EDT). She welcomed the new TMC members: Ms. Valara Davis (Underwriters Laboratories), Mr. Vincent Ferretti (Corning), and Dr. Rui Peng (FDA). She thanked former TMC members, Mr. Joe Musso (Underwriters Laboratories) and Mr. Steve Swanson (Corning) for their work on TMC over the years. Ms. Bird also welcomed guests from CROSQ and Vietnam as a part of the IEC Country Mentoring Program and invited them to provide introductions. Ms. Ade Gladstein reviewed the WebEx Meeting guidelines and virtual meeting protocol.

1.2 Approval of the Agenda

Ms. Bird drew attention to the meeting's draft agenda, USNC/TMC 1102A. No additional items were proposed. It was moved and seconded.

VOTE #1 To Approve the Agenda (USNC/TMC 1102A)

(This motion was approved unanimously)

1.2.1 Approval of Consent Agenda

Ms. Bird reviewed the consent agenda, including the TMC Minutes from the virtual meeting on 20 January 2021. It was moved and seconded.

**VOTE #2 To Approve the Minutes (USNC/TMC 1101) from the virtual
TMC Meeting held on 20 January 2021**

(This motion was approved unanimously)

- a) Report on Appointments/Reappointments
- b) US Hosted Meetings

1.2.2 Approval of Balance Agenda

Section 2 – Status of Outstanding Action Items

Ms. Ade Gladstein reviewed the outstanding action items from the previous meeting.

ACTION ITEM #2021 – 1 - 1 – USNC staff to circulate a call for members to join the 1) USNC TAG to SyC Smart Manufacturing, 2) USNC VTAG to SG 12 - Digital Transformation and Systems Approach, and 3) the joint VTAG on Gender Responsive Standards

Status: COMPLETED

USNC staff circulated all three of these calls and received some additional interest from the USNC constituency.

ACTION ITEM #2021 – 1 - 2 – USNC staff to set up a meeting with Florence Otieno, Sonya Bird, and Tony Zertuche to discuss the vice chair issue within SyC Smart Cities

Status: COMPLETED

ACTION ITEM #2021 – 1 - 3 – USNC staff to circulate a call for USNC TAG Administrator when the new TC on Robotics is officially established

Status: COMPLETED

USNC staff circulated the call and received interest from one organization, Underwriters Laboratories.

ACTION ITEM #2021 – 1 - 4 – Sonya Bird and Tony Zertuche to ask SMB Chair Ralph Sporer why CAB is not included as an SMB agenda item for the February meeting

Status: COMPLETED

Mr. Sporer explained that SMB receives reports from other IEC groups on a rotating basis. He confirmed that a report from CAB will be included on the SMB agenda going forward.

Section 3 – Revised USNC Mission Statement

Ms. Bird provided an overview of the revised USNC Mission Statement. Discussions on the USNC Mission Statement began at the TMC meeting in October 2020. Three proposals were submitted by Ms. Bird, Mr. Charley Robinson, and Mr. Joel Solis. A TF was formed, led by Mr. Peter Pondillo, and included Ms. Bird, Mr. Robinson, Mr. Solis, Ms. Joan Sterling, and Mr. Dave Osborn. The TF provided a single revised USNC Mission Statement proposal for USNC Council's review and vote, which was approved in April 2021. Major changes to the new USNC Mission Statement include simplified language, inclusion of conformity assessment, and the promotion of safety. Ms. Bird thanked Mr. Pondillo and the TF for their work to revise the USNC Mission Statement.

Section 4 – USNC TMC Ballot Participation

Ms. Bird discussed the importance of voting on USNC TMC ballots and reminded TMC members of their responsibility to vote. As a USNC policy committee member, there is an obligation to vote as quorum needs to be met on ballots. TMC continues to barely meet quorum on ballots. An online voting system for USNC policy committees was suggested to assist the members with voting and to track participation. USNC staff is currently working with ANSI IT to create an online voting system and will continue these efforts. This is the next ANSI IT priority item on the list after the USNC dashboard is completed.

ACTION #1: USNC staff will continue to work with ANSI IT or an outside vendor to explore other online voting system options

Section 5 – USNC TMC Succession Planning

Ms. Elisabeth George discussed USNC TMC succession planning and provided an overview on the role and responsibilities of the USNC VP – Technical. Ms. Bird’s final term as USNC VP – Technical ends in December 2022. These succession planning discussions are starting early given the consideration of time required from individuals serving USNC leadership roles. Ms. George reviewed the USNC-IEC Leadership matrix with the group. The next USNC VP – Technical should be someone who is familiar with the TMC and its activities. This role requires a vocal individual with strong communication, diplomatic, and networking skills. Ms. George recommended that anyone who is interested should closely review the role and its responsibilities, time commitment, and travel/cost commitment, and then discuss the position with Ms. Bird. It would be valuable to start the discussions process early to ensure a smoother transition as Ms. Bird transitions out of the role next year.

Ms. Bird shared that serving as the USNC VP – Technical has been extremely rewarding and encouraged anyone who is interested to reach out to her.

Section 6 – Frankfurt Agreement/CENELEC Update

Mr. Dave Osborn provided a presentation (USNC/TMC 1114) and verbal update on the state of the Frankfurt Agreement and IEC’s relationship with CENELEC. Mr. Osborn highlighted several ongoing challenges, including divergence of the technical requirements between European Standard (EN) documents and IEC documents; common modifications in ENs; standards intended to fulfill European regulatory legislation (mandates, standardization requests, role of Annex Z, role and processing regarding HAS-Consultant review and Commission desk officer review); and the insufficient use of “in some country” notes to point out key differences that exist.

European Commission standardization requests for medical were adopted by the Committee on Standardization as well as the CEN/CENELEC Technical Board. A little progress has been made with the HAS Consultants on some documents. The CENELEC TF will monitor if the HAS Consultants’ checklist is rigorously applied or if there will be more of a practical approach as this impacts both ISO and IEC documents.

“State of the art” is not a legally defined concept, but it appears throughout recent regulations and directives. A notified body cannot require the use of a standard using the “state of the art” argument. The CENELEC TF will continue to monitor this issue.

Ms Bird thanked Mr. Osborn for the report, and noted that she and Mr. Zertuche raised the HAS Consultants issue within the SMB. It was added as a CAG topic earlier this year. There was support across the SMB to have this discussion and recognize that this was a problem. This topic is also being

elevated in ISO TMB as well. ISO, IEC, and CEN/CENELEC leadership met recently to discuss the HAS Consultant issue. The US SMB and TMB representatives are expecting a readout of that meeting soon.

A USNC TAG requested guidance on the protocol to initiate the Frankfurt Agreement process for the next edition of an existing standard. The CENELEC TF will draft a reference document that may be used as training material for USNC TAGs. Ms. Bird suggested that the CENELEC TF meet soon to gather additional examples of HAS Consultant issues that industry is experiencing beyond medical.

ACTION ITEM #2: Dave Osborn to schedule CENELEC TF meeting

Section 7 – China’s Standardization Activities

Mr. Joe Tretler provided a presentation (USNC/TMC 1110) and update on China’s recent standardization activities. 2020-2021 have been and will continue to be very busy for China and the development of their National Standards Strategy.

ANSI held a virtual bilateral meeting in November 2020 with the Standardization Administration of China (SAC) and the State Administration for Market Regulation (SAMR) to receive updates and discuss opportunities collaboration on emerging technologies. China Standards 2035 efforts began in 2018. 2035 will stand as the basis for China’s future strategy, which is scheduled to be released later this year. The four main objectives of their strategy include: increasing awareness of standardization; optimizing and streamlining the standardization system; driving innovation and standardization of emerging technology; and increasing engagement with international standardization community.

ANSI has been closely monitoring China’s standard’s activities and their new regulation program. The Chinese are prioritizing standardization and emerging technology sectors (5G, AI, Smart Manufacturing). In addition to the standards reforms, SAMR has been pushing reform on certification and accreditation. SAMR recently published revised certification and accreditation regulations. ANSI will continue to monitor the developments of regulations as the release of more measures and reforms are expected throughout 2021.

The ANSI IPAG China Task Force was launched in 2021 to monitor and collaboratively respond to China’s National Standards Strategy and reforms. The task force is comprised of 14 ANSI members across various sectors. Currently the TF is reviewing the reform and establishing a stance on China’s growing role in international standardization. Remaining challenges include a lack of transparency, a need for more guidance on association standards, and needed definition and implementation of international standards. ANSI will continue to monitor the situation and encourage China to work transparently.

Ms. Bird thanked Mr. Tretler for the update on China. USNC members are welcome to provide input on China’s documents and issues directly to Mr. Tretler and Ms. Leslie McDermott, who leads China activities in ANSI’s International Department.

Section 8 – IEC Committee Reports

Ms. Bird reminded the group that TMC began requesting written reports during this section for a better use of time in the TMC meeting. TMC does not review these reports as a group, since TMC members are expected to review reports prior to the meeting. Questions or comments on reports are always addressed during the TMC meeting.

8.1 SG 13 – Working with Consortia

Ms. Hae Choe has provided a written report (USNC/TMC 1116) on SG 13's activities. It was noted that SG 13 is seeking better cooperation with SG 12 on digital transformation.

8.2 IEC SyC Smart Cities

Ms. Florence Otieno provided a written report (USNC/TMC 1117) on SyC Smart Cities' activities. The US mirror committee plans to submit a new work item proposal on Smart Buildings in six months in coordination with SEG 9 *Smart Home/Office Building Systems*.

8.3 Advisory Committee on Electricity Transmission and Distribution (ACTAD)

Mr. Ivan Jovanovic provided a written report (USNC/TMC 1118) on ACTAD's activities. There were no questions raised.

8.4 Advisory Committee on Information security and data privacy (ACSEC)

Dr. Frances Cleveland provided a written report (USNC/TMC 1119) on ACSEC's activities.

Two CAPCC members, Mr. Steve Margis and Mr. Tim Duffy, noted conformity assessment-related items of interest in the ACSEC report. ACSEC recommended that SMB assign the task of establishing a TF to TC 65. Mr. Duffy requested a status update on ACSEC's work with TC 65. They also raised the issue on IEC 62443 and horizontal standards. The two CAPCC members inquired as to if this work will proceed and how will this impact work on cybersecurity. The IECEE Certification Management Committee (CMC) ETF 16 is responsible for assessing if there are any inconsistencies in application of the requirement. ETF 16 went beyond their scope and developed a set of requirements. US CAB representatives requested that ETF 16 stop that work last year. Input from TC 65/WG 10 was received, which asked for materials to be taken down. If the IEC 62443 documents are published, the Mr. Margis and Mr. Duffy ask that this issue be added to the CAG or SMB agenda for discussion. Ms. Bird and Mr. Zertuche sent an email to the SMB Chair and Secretary to express concerns on this issue. The SMB Secretary shared that IECEE CMC will meet first to discuss before it is potentially raised to SMB.

Mr. Margis, Mr. Duffy, Ms. Bird, and Mr. Zertuche agreed to set up a call to discuss the issue further with the ACSEC US representative, Dr. Frances Cleveland, and the TC 65/WG 10 Convenor, Mr. Lee Neitzel.

ACTION ITEM #3: USNC staff to schedule a call with Steve Margis, Tim Duffy, Sonya Bird, Tony Zertuche, Frances Cleveland, and Lee Neitzel to discuss IEC 62443 and the horizontal standards issue

8.5 Advisory Committee on Energy Efficiency (ACEE)

Mr. Kirk Anderson provided a written report (USNC/TMC 1120) on ACEE's activities. There were no questions raised.

8.6 Advisory Committee on Safety (ACOS)

Mr. Tom Blewitt provided a written report (USNC/TMC 1121) on ACOS' activities. It was noted that the report raised concerns on the challenges with meetings times.

8.7 Advisory Committee on Electromagnetic Compatibility (ACEC)

Mr. Edl Schamiloglu provided a written report (USNC/TMC 1122) on ACEC's activities. There were no questions raised.

8.8 IEC SyC Smart Manufacturing

Mr. Alec McMillan and Mr. Wallie Zoller provided a written report (USNC/TMC 1123) on SyC SM's activities. An agreement was reached when this SyC was formed for the US to take on the role as secretariat, which is typically an IEC staff role. There is a proposal being raised now within the SMB CAG to allow the SyC secretariat to be a National Committee rather than the IEC staff. Due to Mr. McMillan's great work as SyC SM Secretary, hopefully a secretariat change will be made for the other SyCs going forward.

Section 9 – IEC SMB Reports

9.1 Report of SMB Groups

ahG 88 – *Covid induced consequences* – AhG 88 is a very active group that focuses on the new normal and how IEC may handle working in the future. This ahG is discussing when it is appropriate to work remotely, in-person, and in hybrid format. The biggest concern with hybrid participation is how to hold a fair meeting for everyone given that some individuals would not be physically present in the room. The group is looking for guidance materials and trainings from IEC Central Office in terms of navigating the new normal for meetings. The ahG plans to request that SMB disband this group. A TMC member encouraged the USNC to form a task group to develop guidance for USNC meetings going forward. Ms. Bird to recommend that USNC Council establish a task force to develop guidance for USNC meetings around the new normal, especially in terms of hybrid meetings.

ahG 89 – *Review of standards development process* – This ahG has not been as active, but goes hand in hand with SG 12 and SG 12 TF 1 *Working More Digitally*. The group developed a questionnaire for TCs/SCs/SyCs and IEC groups on where/how to make the standards development process more efficient. Mr. Zertuche will have additional information when the ahG receives the questionnaire results.

ahG 90 – *Prioritization of SMB work and performance/success measurement of technical work* – This ahG was formed to help prioritize work taking place at the SMB and measure success of the technical work. The group has met four times, and agreed to develop guidance for SMB which will be included in the SMB Handbook. Measuring success/performance of TC/SC/SyC work is linked closely to dashboard development at the IEC. This will help with representation in different groups.

ahG 91 – *IEC Strategic Plan and Operational Plan* – This ahG was just formed, and Mr. Vimal Mahendru is the convenor. This ahG replaced ahG 76 on the Masterplan

Implementation Plan, and will serve as an “SMB mirror committee” to the Strategic Plan TF (SPTF).

9.2 SG 12 – Digital Transformation and Systems Approach

Mr. Zertuche provided an update on SG 12 activities and reviewed the presentation (USNC/TMC 1115) circulated with the draft agenda. This proposal is a wholesale change and was developed by the SG 12 Convenor, Mr. Ralph Sporer. Mr. Sporer has been open and responsive with questions, comments, and modifications to the proposal. The SMART STANDARD concept looks at a new kind of methodology. The Standards Information Model (SIM) breaks down standards in the smallest information units. Standard Administration Shell (SAS) is an overarching shell structure that can hold the SIMs within it. This proposal is going to be sent to the SMB for discussion. For more information, please see the updated proposal (**ATTACHMENT A**).

Mr. Zertuche, Mr. Howard Choe, and Dr. Frances Cleveland currently participate as US representatives in SG 12. USNC policy committee members are encouraged to provide feedback to Mr. Zertuche on the proposal and to join the VTAG on SG 12.

ACTION ITEM #4: USNC staff to circulate a follow up call for participation in the VTAG to SG 12

A USNC member suggested that a page is created on the website to provide information on opportunities to participate in USNC group, including TAGs and VTAGs. USNC staff to reach out to ANSI Legal to see if TAG and VTAG rosters can be included on the USNC webpages, given privacy considerations. If so, USNC staff will develop a proposal in conjunction with the USNC Officers. It was noted that this information is always available to the members through requests to USNC staff, who turn around the requests for rosters quickly.

ACTION ITEM #5: USNC staff to review USNC webpages to ensure that there is sufficient information on opportunities for participation in USNC and IEC groups. Develop a plan on how to display TAG rosters on the USNC webpages, pending privacy issues.

9.3 IEC Directives Maintenance Team and Joint Directives Maintenance Team

Mr. Zertuche provided a brief update on the upcoming virtual DMT meeting since the draft agenda had not been released at the time of the TMC meeting. The next DMT meeting was scheduled for 26 May. For additional information, please see the DMT agenda (**ATTACHMENT B**).

Mr. Steven Cornish is the new Chair of JDMT, and is co-leading a joint task force with Mr. Tony Capel between TMB and SMB to improve JDMT’s operations. Mr. Cornish shared that the TMB and SMB Chairs plan to meet on 11 June to discuss the decimal issue further.

Section 10 – Standardization Management Board (SMB) Issues

10.1 Review of Decisions from SMB Meeting in February 2021

Ms. Bird reviewed the decisions taken at the virtual SMB meeting held in February 2021. She highlighted the following items from the SMB decision list (SMB/7260/DL):

- *SMB Decision 170/3 – ahG 84 Sustainable Development Goals* – Mr. Vimal Mahendru led this ahG. The ahG disbanded and now there is a Council Board TF addressing SDGs. Mr. Mahendru leads the CB TF and Ms. Bird participates. The TF is currently working on mapping and communications. The TF is considering hosting a roundtable of individuals from the IEC community to discuss SDGs and what it means to their organizations.
- *SMB Decision 170/4 – ahG 87 Code of Conduct for technical work* – This ahG updated the IEC Code of Conduct (CoC) for technical work and developed guidance on how to address breaches to the CoC. IEC Central Office is going to develop training related to the CoC.
- *SMB Decision 170/6 – Set up new TC on Robotics for electricity generation, transmission and distribution systems* – SMB assigned the secretariat of this new TC to China. Conversations within the US constituency regarding the TC proposal and its scope were held last year. The USNC supported the formation of this committee. Mr. Sergo Sagareli (US) joined the calls when the TC proposal was discussed. China has proposed Mr. Sagareli as the Chair of this TC.

Ms. Bird made a motion for the US to support the Mr. Sagareli's nomination as Chair of this new TC, IEC/TC 129. It was moved and seconded.

VOTE #3 To Approve Nomination of Sergio Sagareli as Chair for new IEC/TC 129, TC for Robotics for electricity generation, transmission, and distribution systems

(This motion was approved unanimously)

- *SMB Decision 170/16 – MSB White Paper Safety in the Future* – SMB agreed that they need to be more instrumental in reviewing white papers and putting the work in place. SMB requested that the Advisory Committee on Safety (ACOS) set up a TF on Collaborative Safety. SMB agreed to allow for a broad participation from relevant interested parties in this TF. US CAB representatives expressed interest in participating in the ACOS TF. Ms. Bird and Mr. Zertuche will connect with the US ACOS representative, Mr. Tom Blewitt, to get his perspective on how to include conformity assessment in the ACOS TF.

ACTION ITEM #6: Sonya Bird and Tony Zertuche to reach out to Tom Blewitt regarding conformity assessment representation on the ACOS task force. US CAB representatives to raise this topic for discussion at the CAB level.

- *SMB Decision 170/17 – Bio-digital convergence* – A decision was made to create a new SEG on this topic, SEG 12. One person from the US has come forward with interest to participate in SEG 12.

ACTION ITEM #7: Tony Zertuche to invite Canadian expert to a future TMC meeting to present on bio-digital convergence

- *SMB Decision 170/19 – SMB/TMB Joint Task Force on JTC 1* – This group has now been disbanded.

10.2 Overview of Joint TMB/SMB Meeting in March 2021

Ms. Bird provided an overview of the remote joint TMB/SMB meeting held in March 2021. No formal meeting report was drafted. Instead, a zip file with annotated presentations for the topics discussed at the meeting was circulated (**ATTACHMENT C**). SMB and TMB discussed the new normal, horizontal deliverables, and the JDMT review process. SMB and TMB agreed to meet jointly this summer to discuss the new normal, smart standards strategic partnership between SMB and TMB, and the Standardization Programme Coordination Group (SPCG). A date for this meeting has not been scheduled.

10.3 Review of Agenda for SMB Meeting in July 2021

Ms. Bird reviewed the preliminary agenda topics for the upcoming virtual CAG meeting. She noted that digital transformation and the SyC secretariat issue with National Committees will be discussed. The SMB meeting was originally scheduled to be held in July in Germany to celebrate 50 years of DKE. It will now be held virtually 7 – 8 July 2021. The meeting is unable to be moved since many of the reports are due by the end of June. Please see **ATTACHMENT D** to review the updated CAG agenda slides. The SMB draft agenda had not been circulated at the time of the TMC meeting, but has since been released by the IEC (**ATTACHMENT E**).

10.4 IEC SMB Elections at the General Meeting

Ms. Bird reviewed the current nominations for the election that will take place during the IEC General Meeting:

The nominations for the election/re-election by Council in 2021 of two members of the Standardization Management Board (SMB) for a three-year term of office (2022-2024).

The current candidates are Mr. Christian Gabriel (Austria) and Mr. Jim MacFie (Canada). Mr. Gabriel is a current SMB member and Mr. MacFie would replace Mr. Tony Capel. Mexico was considering to nominate a candidate to SMB candidate, but decided against it. TMC will make a formal recommendation to USNC Council during the September meeting.

Section 11 – USNC Subcommittee on Operating Procedures

Mr. Bill Lawrence, Chair of the Subcommittee on Operating Procedures (SCOOP), provided an update and written report on the Subcommittee's work, including the USNC TAG Model Operating Procedures (MOP) validation process. The unique operating procedures (UOP) for the USNC TAG to ISO/IEC

JTC1/SC41 are still under consideration. A series of task group meetings have been held to review issues identified by three task group representatives from USNC SCOOP (Ms. Bird, Mr. Lawrence, and Mr. Mikoski) along with INCITS representatives, ANSI staff, and USNC staff. Additional meetings will be scheduled to resolve the few remaining issues raised by the USNC SCOOP task group representatives. The original plan was to present this UOP to the TMC for confirmation at the May TMC meeting. This has now been delayed until the September TMC meeting.

Ms. Bird thanked Mr. Lawrence for his leadership on SCOOP, and acknowledged Mr. Lawrence and Mr. Mikoski for their work to review the UOP for the USNC TAG to ISO/IEC JTC 1/SC 41.

As former TMC members, Mr. Joe Musso and Mr. Steve Swanson have also stepped down from their participation on SCOOP. Mr. Lawrence encouraged new volunteers to join the group.

Section 12 – Interface with Regional Organizations

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

- **APCF**

The last APCF meeting was held virtually on 12 May 2021. During the last meeting, APCF discussed the IEC Governance Review Task Force (IGTF), Strategic Plan Task Force (SPTF), consequences of COVID-19, NC Secretary Forum, New IEC/TC 129, and the upcoming IEC elections. APCF to make recommendation on clarifying the definition of APCF region in Terms of Reference (ToR). APCF region in ToR will include countries covering the Pacific Rim; those outside of Pacific Rim are welcome to apply to APCF for review. The group also discussed observers' attendance at the APCF meeting. Allowing observers to attend meetings has not been an issue to date, so Chair and Vice Chair will continue to make decisions on observers on a case-by-case basis. All APCF members were encouraged to submit inputs to IGTF and SPTF.

- **FINCA/COPANT**

The USNC will host the next FINCA meeting, which will likely be held 8 – 10 September 2021. The FINCA Secretary circulated a survey to FINCA members to gauge if they could travel to the meeting if held in-person in the US.

The last COPANT meeting was held virtually during the week of 19 April 2021. 143 delegates participated to discuss the impact of COVID-19, support for COPANT members in ISO and IEC leadership positions, and the new COPANT leaders.

- **USNC Country Mentoring**

Mentorship activities with CROSQ and Vietnam will continue throughout 2021. Mr. Zertuche thanked colleagues in attendance from CROSQ and Vietnam for joining the May USNC policy committee meetings.

- **PASC**

PASC meetings were held during the week of 17 May. One major topic discussed was the new normal after the pandemic.

Section 13 – Meeting Schedule 2021 and Beyond

The following future meeting dates were reviewed:

2021

SMB Meeting
8 July 2021
Virtual

The next TMB/SMB joint meeting will be held this summer. The date has yet to be confirmed.

USNC Management Meetings
31 August – 2 September 2021
FM Approvals – Norwood, MA

This meeting is still on track to be hosted by FM Approvals in person. If this changes, the USNC office will inform the USNC policy committee members immediately.

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

Technical meetings will not be held in-person during the IEC General Meeting this year. Only the management meetings and young professionals will be meeting in-person in Dubai. The 2021 IEC YP Workshop will be held from 3 – 7 October in Dubai in conjunction with the IEC GM. It will be held in hybrid format, with both in person and virtual participation options. Each national committee is able to submit one additional candidate to the Workshop this year, so USNC can select up to 4 candidates. The deadline for the 2021 USNC IEC YP Competition submissions is 16 July 2021.

2022

SMB Meeting
15 February 2022
Sydney, Australia

SMB Meeting
14 June 2022
Geneva, Switzerland

86th IEC General Meeting
31 October – 4 November 2022
San Francisco, USA

2023

87th IEC General Meeting
22 – 26 October 2023
Sharm-el Sheik, Egypt

Section 14 – Review of Action Items

- **ACTION ITEM #1:** USNC staff will continue to work with ANSI IT or an outside vendor to explore other online voting system options
- **ACTION ITEM #2:** Dave Osborn to schedule CENELEC TF meeting
- **ACTION ITEM #3:** USNC staff to schedule a call with Steve Margis, Tim Duffy, Sonya Bird, Tony Zertuche, Frances Cleveland, and Lee Neitzel to discuss IEC 62443 and the horizontal standards issue
- **ACTION ITEM #4:** USNC staff to circulate a follow up call for participation in the VTAG to SG 12
- **ACTION ITEM #5:** USNC staff to review USNC webpages to ensure that there is sufficient information on opportunities for participation in USNC and IEC groups. Develop a plan on how to display TAG rosters on the USNC webpages, pending privacy issues.
- **ACTION ITEM #6:** Sonya Bird and Tony Zertuche to reach out to Tom Blewitt regarding conformity assessment representation on the ACOS task force. US CAB representatives to raise this topic for discussion at the CAB level.
- **ACTION ITEM #7:** Tony Zertuche to invite Canadian expert to a future TMC meeting to present on bio-digital convergence

Section 15 – Adjournment

Ms. Bird thanked USNC staff for their support of the virtual Management Meetings and thanked everyone who participated, especially colleagues from CROSQ and Vietnam. She adjourned the meeting at 2:28PM (EDT).