IEEE-SA Standards Board Meeting Minutes
10 September 2011
Seoul, South Korea
8:30 a.m. – 11:52 a.m.

Attendees:

Chair:
Rich Hulett

Past Chair:
Bob Grow

Vice Chair:
John Kulick

Secretary:
Judith Gorman

Members:
Masayuki Ariyoshi
Bill Bartley
Wael Diab
Jean-Philippe Faure
Alex Gelman
Jim Hughes
David Law
Hung Ling
Oleg Logvinov
Ted Olsen
Gary Robinson
Jon Rosdahl
Sam Sciacca
Curtis Siller
Howard Wolfman
Don Wright
Michael Janezic, NIST Representative

Members Absent:
Ted Burse
Clint Chaplin
Paul Houzé
Thomas Lee
Mike Seavey
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Phil Winston
Joseph Koepfinger, Member Emeritus
Dick DeBlasio, DOE Representative

**IEEE-SA Staff:**
Bill Ash
Karen Evangelista
Mary Ellen Hanntz
Yvette HoSang (Part-time, via phone)
Karen Kenney
Soo Kim
Bob LaBelle
Karen McCabe
Edward Rashba
Dave Ringle, Recording Secretary
Jim Wendorf (Part-time, via phone)
Sue Vogel
Lisa Yacone

**IEEE Outside Legal Counsel:**
Claire Topp

**Guests:**
Gary Hoffman
Young Kyun Kim
Bruce Kraemer
Glen Kramer
Steve Mills
Yatin Trivedi

1 **Call to Order**

Chair Hulett called the meeting to order at 8:30 a.m. There was a round of introductions by all present. Chair Hulett thanked all for journeying to Korea.

2 **Agenda**

2.1 Approval of Agenda

Chair Hulett noted that item 8.1 is time-specific.

The agenda was approved without objection.

2.2 Consent Agenda

2.2.1 AudCom Recommendations
Accepted (standards work authorized):

- AES/GA – Aerospace and Electronic Systems Society/Gyro Accelerometer Panel
- EDU/SC - Education Society/Standards Committee
- C/CCSC - Computer Society/Cloud Computing Standards Committee
- IES – Industrial Electronics Society/Standards Committee

2.2.2 NesCom Recommendations

Withdrawal Requests

IEEE Computer Society/LAN/MAN Standards Committee

**P802.1Qbh**
Standard for Local and Metropolitan Area Networks – Virtual Bridged Local Area Networks Amendment: Bridge Port Extension

*Recommendation: Approve PAR withdrawal*

**P802.15.4-2006/Cor 1**
IEEE Standard for Information Technology – Telecommunications and Information Exchange Between Systems – Local and Metropolitan Area Networks – Specific Requirements – Part 15.4: Wireless Medium Access Control (MAC) and Physical Layer (PHY) Specifications for Low Rate Wireless Personal Area Networks (WPANs) – Corrigendum 1

*Recommendation: Approve PAR withdrawal*

**P802.23**
Standard for Local and Metropolitan Area Networks – Emergency Services for Internet Protocol (IP) Based Citizen to Authority Communications

*Recommendation: Approve PAR withdrawal*

IEEE Vehicular Technology Society/Intelligent Transportation Systems

**P1512.4**
Standard for Common Traffic Incident Management Message Sets for Use in Entities External to Centers

*Recommendation: Defer PAR withdrawal until the October Continuous Processing meeting due to lack of response to comments*

Modified PARs

IEEE Computer Society/Software & Systems Engineering Standards Committee

**P730**
Standard for Software Quality Assurance Processes

*Recommendation: Approve modified PAR*
P828
Standard for Configuration Management in System and Software Engineering

Recommendation: Approve modified PAR

P1490

Recommendation: Approve modified PAR

P15289
Standard Software and Systems Engineering – Content of Life-cycle Information Products (Documentation)

Recommendation: Approve modified PAR

P24748-4

Recommendation: Approve modified PAR

P29148

Recommendation: Approve modified PAR

IEEE Computer Society/Standards Activities Board

P1622
Standard for Electronic Distribution of Blank Ballots for Voting Systems

Recommendation: Conditionally approve modified PAR contingent upon "will" being changed to "may" in the second sentence of the Scope

IEEE Communications Society/Standards Committee

P1903
Standard for the Functional Architecture of Next Generation Service Overlay Networks

Recommendation: Approve modified PAR

IEEE Industry Applications Society/Petroleum & Chemical Industry

P1810

Recommendation: Conditionally approve modified PAR contingent upon receiving a statement from sponsor that the WG has operated under policies and procedures for individual working groups since approval of original PAR

IEEE Microwave Theory and Techniques Society/Standards Coordinating Committee
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P1785.1
Standard for Rectangular Metallic Waveguides and their Interfaces for Frequencies of 110 GHz and Above Part 1: Frequency Bands and Waveguide Dimensions

Recommendation: Approve modified PAR

IEEE Power and Energy Society/Energy Development & Power Generation

P422
Guide for the Design of Cable Raceway Systems in Electric Generating Facilities

Recommendation: Approve modified PAR

P1595
Standard for Designating and Quantifying Green Energy Projects in the Electricity Sector

Recommendation: Request was removed from the agenda prior to the meeting due to lack of Sponsor Authorization.

IEEE Power and Energy Society/Insulated Conductors

P400.2
Guide for Field Testing of Shielded Power Cable Systems Using Very Low Frequency (VLF)

Recommendation: Conditionally approve modified PAR contingent upon adding "less than 1 Hz" to the title

P404
Standard for Extruded and Laminated Dielectric Shielded Cable Joints Rated 2.5 kV to 500 kV

Recommendation: Approve modified PAR

IEEE Power and Energy Society/Substations

PC37.122.2
Guide for the Application of Gas-Insulated Substations 1 kV to 52 kV

Recommendation: Approve modified PAR

IEEE Power and Energy Society/Switchgear

PC37.121
Guide for Switchgear – Unit Substation – Requirements

Recommendation: Approve modified PAR

IEEE Power and Energy Society/Transmission and Distribution

P1453

Recommendation: Approve modified PAR
IEEE Power and Energy Society/Transformers

**PC57.91**
Guide for Loading Mineral-Oil-Immersed Transformers and Step-Voltage Regulators  
*Recommendation: Approve modified PAR*

**PC57.150**
Guide for the Transportation of Transformers and Reactors Rated 10,000 kVA or larger  
*Recommendation: Approve modified PAR*

IEEE Vehicular Technology Society/Intelligent Transportation Systems

**P1609.2**
Standard for Wireless Access in Vehicular Environments – Security Services for Applications and Management Messages  
*Recommendation: Approve modified PAR*

**P1609.3-2010/Cor 1**
IEEE Standard for Wireless Access in Vehicular Environments (WAVE) – Networking Services – Corrigendum 1: Miscellaneous corrections  
*Recommendation: Defer motion to approve modified PAR until the October Continuous Processing meeting*

Extension Requests

IEEE Antennas and Propagation Society/Antennas

**P1720**
Recommended Practice for Near-Field Antenna Measurements  
*Recommendation: Approve extension of PAR until December 2012*

IEEE Computer Society/LAN/MAN Standards Committee

**P802**
Standard for Local and Metropolitan Area Networks: Overview and Architecture  
*Recommendation: Approve extension of PAR until December 2013*

**P802.1aq**
IEEE Standard for Local and Metropolitan Area Networks: Virtual Bridged Local Area Networks – Amendment 8: Shortest Path Bridging  
*Recommendation: Approve extension of PAR until December 2012*

IEEE Power and Energy Society/Insulated Conductors

**P1727**
Guideline for Working Procedures on Underground Transmission Circuits with Induced Voltage
Recommendation: Approve extension of PAR until December 2013

IEEE Power and Energy Society/Power System Communications

P367
Recommended Practice for Determining the Electric Power Station Ground Potential Rise and Induced Voltage from a Power Fault

Recommendation: Approve extension of PAR until December 2012

IEEE Power and Energy Society/Power System Relaying

PC37.96
Guide for AC Motor Protection

Recommendation: Defer extension of PAR until October Continuous Processing meeting due to lack of response to comments

PC37.99
Guide for the Protection of Shunt Capacitor Banks

Recommendation: Approve extension of PAR until December 2012

IEEE Power and Energy Society/Switchgear

PC37.74
Standard Requirements for Subsurface, Vault, and Padmounted Load-Interrupter Switchgear and Fused Load-Interrupter Switchgear for Alternating Current Systems up to 38 kV

Recommendation: Approve extension of PAR until December 2012

New PARs

IEEE Computer Society/LAN/MAN Standards Committee

P802.1AS-2011/Cor 1
IEEE Standard for Local and Metropolitan Area Networks – Timing and Synchronization for Time-Sensitive Applications in Bridged Local Area Networks – Corrigendum 1: Technical and editorial corrections

Recommendation: Approve new PAR until December 2015

P802.1ASbt
IEEE Standard for Local and Metropolitan Area Networks – Timing and Synchronization for Time-Sensitive Applications in Bridged Local Area Networks Amendment: Enhancements and performance improvements

Recommendation: Approve new PAR until December 2015

P802.1AXbq
IEEE Standard for Local and Metropolitan Area Networks – Link Aggregation Amendment: Distributed Resilient Network Interconnect
Recommendation: Approve new PAR until December 2015

P802.1BR
Standard for Local and Metropolitan Area Networks – Virtual Bridged Local Area Networks - Bridge Port Extension
Recommendation: Approve new PAR until December 2015

P802.3bj
Recommendation: Approve new PAR until December 2015

P802.15.4m
IEEE Standard for Local and Metropolitan Area Networks Part 15.4: Low Rate Wireless Personal Area Networks (LR-WPANs) Amendment: TV White Space Physical Layer
Recommendation: Conditionally approve new PAR until December 2015 contingent upon "between 54 MHz and 862 MHz" being inserted after the word "Space" in the title

P802.22a
Recommendation: Approve new PAR until December 2015

IEEE Computer Society/Microprocessor Standards Committee

P1722a
IEEE Standard for Layer 2 Transport Protocol for Time Sensitive Applications in a Bridged Local Area Network Amendment 1 – Extensible Streaming Formats
Recommendation: Approve new PAR until December 2015

IEEE Computer Society/Software & Systems Engineering Standards Committee

P29119-1
Recommendation: Approve new PAR until December 2015
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**P29119-2**
*Recommendation: Approve new PAR until December 2015*

**P29119-3**
*Recommendation: Approve new PAR until December 2015*

**P29119-4**
*Recommendation: Approve new PAR until December 2015*

*IEEE Communications Society/Standards Committee*

**P1904.1-Conformance01**
Standard for Conformance Test Procedures for Service Interoperability in Ethernet Passive Optical Networks, IEEE Std 1904.1 Package A
*Recommendation: Approve new PAR until December 2015*

**P1904.1-Conformance02**
*Recommendation: Approve new PAR until December 2015*

**P1904.1-Conformance03**
Standard for Conformance Test Procedures for Service Interoperability in Ethernet Passive Optical Networks, IEEE Std 1904.1, Package C
*Recommendation: Approve new PAR until December 2015*

**P1907.1**
Standard for Network-Adaptive Quality of Experience (QoE) Management Scheme for Real-Time Mobile Video Communications
*Recommendation: Approve new PAR until December 2015*

*IEEE Power and Energy Society/Energy Development & Power Generation*

**P1843**
Recommended Practice for Generating Renewable Energy Using Plasma Gasification
*Recommendation: Defer motion to approve new PAR until the October Continuous Processing meeting*

*IEEE Power and Energy Society/Insulated Conductors*

**P1844**
Standard for Determining Fire Rating of Cables Used in Nuclear Facilities

**Recommendation: Defer new PAR until the October Continuous Processing meeting**

*IEEE Power and Energy Society/Nuclear Power Engineering*

**P692a**  
**Recommendation: Approve new PAR until December 2015**

*IEEE Power and Energy Society/Stationary Batteries Committee*

**P1679.2**  
Guide for the Characterization and Evaluation of Sodium-Based Batteries in Stationary Applications  
**Recommendation: Approve new PAR until December 2015**

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**P1693**  
Standard for Modular Interconnect Packaging for Scalable Systems  
**Recommendation: Approve new PAR until December 2015**

**PARs for the Revision of Standards**

*IEEE Power and Energy Society/Energy Development & Power Generation*

**P421.5**  
Recommended Practice for Excitation System Models for Power System Stability Studies  
**Recommendation: Defer PAR for the revision of a standard until the October Continuous Processing meeting**

*IEEE Power and Energy Society/Insulated Conductors*

**P386**  
Standard for Separable Insulated Connector Systems for Power Distribution Systems above 600 V  
**Recommendation: Approve PAR for the revision of a standard until December 2015**

**P400.3**  
Guide for Partial Discharge Field Diagnostic Testing of Shielded Power Cable Systems  
**Recommendation: Approve PAR for the revision of a standard until December 2015**

*IEEE Power and Energy Society/Nuclear Power Engineering*
P7-4.3.2
Standard Criteria for Digital Technology in Safety Systems of Nuclear Power Generating Stations
Recmmendation: Approve PAR for the revision of a standard until December 2015

P650
Standard for Qualification of Class 1E Static Battery Chargers, Inverters, and Uninterruptible Power Supply (UPS) Systems for Nuclear Power Generating Stations
Recmmendation: Approve PAR for the revision of a standard until December 2015

P690
Standard for the Design and Installation of Cable Systems for Class IE Circuits in Nuclear Power Generating Stations
Recmmendation: Defer PAR until the October Continuous Processing meeting due to lack of response to comments

IEEE Power and Energy Society/Stationary Batteries Committee

P946
Recommended Practice for the Design of DC Auxiliary Power Systems for Generating Stations
Recmmendation: Approve PAR for the revision of a standard until December 2015

IEEE Power and Energy Society/Substations

P1427
Guide for Recommended Electrical Clearances and Insulation Levels in Air Insulated Electrical Power Substations
Recmmendation: Approve PAR for the revision of a standard until December 2015

IEEE Power and Energy Society/Substations

P1686
Standard for Intelligent Electronic Devices (IEDs) Cyber Security Capabilities
Recmmendation: Approve PAR for the revision of a standard until December 2015

PC37.1
Standard for SCADA and Automation Systems
Recmmendation: Conditionally approve PAR for the revision of a standard until December 2015 contingent upon the acronym "SCADA" being spelled out in the title

IEEE Power and Energy Society/Switchgear
PC37.012
Guide for the Application of Capacitance Current Switching for AC High-Voltage Circuit Breakers above 1000 V
Recommendation: Approve PAR for the revision of a standard until December 2015

PC37.14
Standard for DC (3200 V and below) Power Circuit Breakers Used in Enclosures
Recommendation: Approve PAR for the revision of a standard until December 2015

IEEE Power and Energy Society/Transformers

PC57.116
Guide for Transformers Directly Connected to Generators
Recommendation: Approve PAR for the revision of a standard until December 2015

2.2.3 RevCom Recommendations

NEW

P45.2/D07 (IAS/PCI) Recommended Practice for Electrical Installations on Shipboard – Controls and Automation
Recommendation: APPROVE

P802.1AEBn/D0.8 (C/LM) Standard for Local and Metropolitan Area Networks: Media Access Control (MAC) Security Amendment 1: Galois Counter Mode-Advanced Encryption Standard-256 (GCM-AES-256) Cipher Suite
Recommendation: APPROVE

P802.1BA/D2.6 (C/LM) Standard for Local and Metropolitan Area Networks – Audio Video Bridging (AVB) Systems
Recommendation: APPROVE

P802.11s/D12.0 (CLM) Standard for Information Technology – Telecommunications and Information Exchange Between Systems – Local and Metropolitan Area Networks – Specific Requirements – Part 11: Wireless LAN Medium Access Control (MAC) and Physical Layer (PHY) Specifications Amendment 10: Mesh Networking
Recommendation: APPROVE

P807/D8 (PE/ED&PG) Recommended Practice for Unique Identification in Hydroelectric Facilities
**Recommendation**: APPROVE


**Recommendation**: Conditionally approve

There was a motion to conditionally approve P1453 conditional upon the SASB approval of the modified PAR.

**P1547.6/D8** (SASB/SCC21) Recommended Practice for Interconnecting Distributed Resources with Electric Power Systems Distribution Secondary Networks

**Recommendation**: APPROVE

**P1591.3/D7** (PE/PSC) Standard for Qualifying Hardware for Helically-Applied Fiber Optic Cable Systems (WRAP Cable)

**Recommendation**: APPROVE

**P1682/D4** (PE/ICC) Trial-Use Standard for Qualifying Fiber Optic Cables, Connections, and Optical Fiber Splices for Use in Safety Systems of Nuclear Power Generating Stations

**Recommendation**: APPROVE

**P1903/D2** (COM/SC) Standard for the Functional Architecture of Next Generation Service Overlay Networks

**Recommendation**: Conditionally approve

There was a motion to conditionally approve P1903 conditional upon the SASB approval of the modified PAR.

**P2030/D7** (SASB/SCC21) Guide for Smart Grid Interoperability of Energy Technology and Information Technology Operation with the Electric Power System (EPS), and End-Use Applications and Loads

**Recommendation**: APPROVE


**Recommendation**: APPROVE

**P15289/D4** (C/S2ESC) Standard for Software and Systems Engineering – Content of Life-Cycle Information Products (Documentation)

**Recommendation**: Conditionally approve
There was a motion to conditionally approve P15289 conditional upon the SASB approval of the modified PAR.

**P11073-10406/D11 (EMB/11073)** Health Informatics – Personal Health Device Communication – Device Specialization – Basic Electrocardiograph (ECG) (1 to 3-lead ECG)

Recommendation: APPROVE


Recommendation: APPROVE

**PC37.47/D6 (PE/SWG)** Standard Specifications for High Voltage (> 1000 V) Current-Limiting Type Distribution Class Fuses and Fuse Disconnecting Switches

Recommendation: APPROVE

**PC57.148/D11 (PE/TR)** Standard for Control Cabinets for Power Transformers

Recommendation: APPROVE

**REVISION**

**P1349/D9.4 (IAS/PCI)** Guide for the Application of Electric Motors in Class I, Division 2 and Class I, Zone 2 Hazardous (Classified) Locations

Recommendation: APPROVE


Recommendation: APPROVE

**REAFFIRMATION**

**572-2006 (PE/NPE)** IEEE Standard for Qualification of Class 1E Connection Assemblies for Nuclear Power Generating Stations

Recommendation: APPROVE

**1106-2005 (PE/SB)** IEEE Recommended Practice for Installation, Maintenance, Testing, and Replacement of Vented Nickel-Cadmium Batteries for Stationary Applications

Recommendation: APPROVE

**Recommendation**: APPROVE

**1175.2-2006 (C/S2ESC) IEEE Recommended Practice for CASE Tool Interconnection – Characterization of Interconnections**

**Recommendation**: APPROVE

3  **Legal Update**

None.

4  **IEEE-SA Managing Director’s Report**

Judy Gorman reported. Judy noted that since the Consent Agenda had been approved, P2030 has now been approved as an IEEE Standard. Judy acknowledged the work done by Dick DeBlasio, Bob Grow, and Sam Sciacca. A round of applause was given to the team.

For the Education eZine, Judy acknowledged Yatin Trivedi [Editor in Chief], David Law, Howard Wolfman, and Wael Diab, among others.

5  **Old Business**

5.1  The minutes of the 16 June 2011 meeting were approved on 15 July 2011.

5.2  **Industry Connections**

Jim Wendorf attended via phone for this agenda item.

Steve Mills reported.

A motion was made: Move that operational oversight and management of the Industry Connections program be positioned under the IEEE-SA Standards Board, with the detailed operations and procedures to be worked out by the IC Under SASB Ad Hoc and IC Program Coordinator by the December 2011 SASB meeting, and to become effective following the March 2012 SASB meeting.

The Motion was approved. [Vote: Yes=17, No=0, Abstain=1 (Grow)]

The ad hoc was reconstituted.

It was noted that the BOG is aware of this transition plan and will likely approve it.

6  **SASB Standing Committee Reports**

6.1  New Standards Committee (**NesCom**)

Jon Rosdahl, NesCom Chair, reported.

6.2  Standards Review Committee (**RevCom**)
David Law, RevCom Chair, reported. David thanked the RevCom members and the RevCom Administrator for the up-front work that made the meeting go smoothly and quickly.

6.3 Procedures Committee (ProCom)

Yvette HoSang attended via phone for this agenda item.

Jim Hughes, ProCom Chair, reported.

Items for SASB email ballot:
- Proposed changes to SASB Bylaws and SASB Operations Manual RE: Invited Experts

P&P changes for vote at the SASB meeting:

**SASB Operations Manual – Balance:**

**Motion from ProCom to Approve.**

The motion was unanimously (but reluctantly) approved by the SASB.

The implementation date for this change is 1 March 2012.

"IEEE-SA Standards Board Operations Manual

5.4.1 Balloting group

The balloting group shall meet the criteria in subclause 5.2.2.3 of the IEEE-SA Standards Board Bylaws. Balloting group members vote on the acceptability of a new, revised, or stabilized standard based on their interest in and commitment to reviewing and voting on a specific proposed standard. The balloting group shall provide for the development of consensus by all interests significantly affected by the scope of the standard. This is achieved through a balance of such interests in the balloting group membership. Balance is achieved by not permitting any single interest category to comprise 50% or more than one-third of the Sponsor balloting group.

No balloter shall have more than one vote.

The IEEE-SA Standards Board Bylaws allow for the participation of invited individual experts in ballots of specific standards projects upon approval of the IEEE-SA Standards Board. An invited individual expert is a non-IEEE-SA member who has been invited by a Sponsor to ballot on a specific standards project for the purpose of providing his or her technical expertise to improve the quality of that document. The Sponsor shall provide the following information to the IEEE-SA Standards Board when requesting the participation of an invited individual expert in a particular balloting group:

a) A rationale as to why the invited individual expert is needed
b) Brief background information on each invited individual expert, including qualifications

c) A statement explaining the detrimental impact if the invited individual expert does not participate

d) The total number of individual experts invited to participate in this balloting group

e) The contact information for the individual

Upon approval by the IEEE-SA Standards Board, an invited individual expert is entitled to the same balloting privileges as an IEEE-SA member for the specified standards project.

Balloters are required to classify their relationship to the balloting group relative to the scope of standards activity (for example, producer, user, and general interest). Where appropriate, additional classifications, such as “testing laboratory” or “academic,” may be added by the Sponsor. This decision should be based on the effect the standard may have on participants not already recognized by the primary classifications. Individuals classify themselves based on their technical background, which may be related to their employment, job functions, or experience. IEEE-SA entity balloters are classified based on their entity interest as it relates to the scope of the standards project (for example, producer, consumer, general interest). No single group (classification (interest category)) is permitted to constitute 50% or more than one-third of the balloting group membership. Care shall be taken to ensure that all classes of interest are represented to the extent possible.

It is desirable to have representation of the materially interested and affected parties when reviewing the balance of the balloting group. Sponsors shall ensure balance prior to conducting a Sponsor ballot. Balloting groups of individuals should have at least 10 members to ensure adequate balance.

Interested or affected persons who pay the appropriate fees associated with voting privileges may join the balloting group for a specific standards project. Once the ballot has begun, the balloting group is closed to additional participants. Even if IEEE-SA membership status changes during the balloting period or recirculation period, there shall be no change to the voting status of the balloter with respect to that ballot.

Persons may also purchase the ballot draft for information only. Such persons may submit comments on the draft within the balloting period. However, they may not vote to approve, disapprove, or abstain on the proposed standard, nor are they entitled to receive any material other than the revised draft and responses to their comments.

Comments from persons who are not members of the balloting group shall be given due consideration and an appropriate response.
Summary: This change alters the balance calculation, as was deemed necessary due to ANSI audit findings.

SASB Operations Manual – ‘Match’ Rule:
Motion from ProCom/‘Match’ Rule Ad Hoc to Approve.
The motion was approved by the SASB. [Vote: Yes=17, No=0, Abstain=1 (Sciacca)]

IEEE-SA Standards Board Operations Manual

4.2.3.2 Review of draft standards

The RevCom Administrator shall distribute a copy of each proposed standard to the members of RevCom, together with the submittal form and any other pertinent information, for review. An IEEE-SA Standards Board member or the liaison representative may request a copy of the proposed standard from the RevCom Administrator. RevCom members are responsible for reviewing the documents and submitting comments to the RevCom Administrator. All comments and objections with reasons shall be distributed by the RevCom Administrator to RevCom members and the liaison representative of the Sponsor.

All requests for approval of a standard shall be reviewed by RevCom to ensure that the submittal is complete and that appropriate IEEE procedures are followed completely and correctly (see the IEEE-SA Working Guide for Submittal of Proposed Standards).

Examples of some of the points that must be carefully analyzed are given in the following paragraphs:

— **Title of Document.** The title on the draft document and submittal form shall be within the scope as stated on the most recently approved PAR, or action(s) shall be taken to ensure this.

— **Scope and Purpose of Document.** For new and revision projects, the scope and purpose of the draft document submitted to RevCom shall match the scope and purpose stated in the approved PAR.

— **Coordination.** Mandatory coordination comments shall be addressed. If the Sponsor believes that satisfying specific mandatory coordination comments will impede the utility of the draft standard, appropriate documentation of this position shall be presented to RevCom.

— **Ballot Summary.** A ballot summary of the vote of the members is required, e.g., showing the classification of members of the balloting group and including comments accompanying unresolved negative ballots. For complete details, see 5.4.1 and 5.4.3.

— **Balloting Group.** The balloting group shall be formulated according to 5.4.1.
Classification of Balloting Body. Classification of the balloting body shall be in accordance with 5.4.1.

Comment Responses. All comments shall receive consideration and response in accordance with 5.4.3.

Summary: This change eliminates the ‘match’ rule from RevCom review.”

6.4 Audit Committee (AudCom)

Ted Olsen, AudCom Chair, reported. There was some discussion on the impending removal of proxy voting.

6.5 Patent Committee (PatCom)

John Kulick, PatCom Chair, reported.

P&P changes for vote at the SASB meeting:

SASB Operations Manual – Public Notice:
Motion from PatCom to Approve.
The motion was unanimously approved by the SASB.

IEEE-SA Standards Board Operations Manual

6.3.1 Public notice

The following notice shall appear in all draft and approved IEEE standards when the IEEE receives assurance from a claimed patent holder or patent applicant prior to the time of publication that a license will be made available to all applicants either without compensation or under reasonable rates, with reasonable terms and conditions that are demonstrably free of any unfair discrimination.

Attention is called to the possibility that implementation of this standard may require use of subject matter covered by patent rights. By publication of this standard, no position is taken by the IEEE with respect to the existence or validity of any patent rights in connection therewith. If a patent holder or patent applicant has filed a statement of assurance via an Accepted Letter of Assurance, then the statement is listed on the IEEE-SA website <http://standards.ieee.org/about/sasb/patcom/patents.html>, that it Letters of Assurance may indicate whether the Submitter is willing or unwilling to grant licenses under these patent rights without compensation or under reasonable rates, with reasonable terms and conditions that are demonstrably free of any unfair discrimination to applicants desiring to obtain such licenses. Other Essential Patent Claims may exist for which a statement Letter of Assurance has not been received. The IEEE is not responsible for identifying Essential Patent Claims for which a license may be required, for conducting inquiries into the legal validity or scope of Patents Claims, or determining whether any
licensing terms or conditions provided in connection with submission of a Letter of Assurance, if any, or in any licensing agreements are reasonable or non-discriminatory. Users of this standard are expressly advised that determination of the validity of any patent rights, and the risk of infringement of such rights, is entirely their own responsibility. Further information may be obtained from the IEEE Standards Association.

If the IEEE has not received Letters of Assurance prior to the time of publication, the following notice shall appear:

Attention is called to the possibility that implementation of this standard may require use of subject matter covered by patent rights. By publication of this standard, no position is taken with respect to the existence or validity of any patent rights in connection therewith. The IEEE is not responsible for identifying Essential Patent Claims for which a license may be required, for conducting inquiries into the legal validity or scope of Patents Claims or determining whether any licensing terms or conditions provided in connection with submission of a Letter of Assurance, if any, or in any licensing agreements are reasonable or non-discriminatory. Users of this standard are expressly advised that determination of the validity of any patent rights, and the risk of infringement of such rights, is entirely their own responsibility. Further information may be obtained from the IEEE Standards Association.

Summary: This change collapses all necessary components into one Public Notice statement.”

7 Standards Coordinating Committee Reports
7.1 SCC Coordinator’s Report

John Kulick, SCC Coordinator, reported.

There was a motion to accept the submitted reports from SCC14 and SCC18, and to grant an extension for SCC39 until December 2011. The motion was unanimously approved.

7.2 Scheduled Reports Due in September:
7.2.1 SCC14 – Quantities, Units, and Letter Symbols (Jim Frysinger)
7.2.2 SCC18 – National Fire Protection Association Standards (Mel Sanders)
7.2.3 SCC39 – International Committee on Electromagnetic Safety (Ralf Bodemann)

8 Ad Hoc Reports
8.1 Reaffirmation Process Ad Hoc Report [Time-specific: 10:00 a.m.]

Yvette HoSang attended via phone for this agenda item.

Jim Hughes, Reaffirmation Ad Hoc Chair, reported.

8.2 Corporate Influence Ad Hoc Report
Oleg Logvinov, Corporate Influence Ad Hoc Chair, gave a verbal update. Oleg stated that the ad hoc had met a few times and was converging on a consensus proposal; the ad hoc is still discussing how to address balloting concerns; and the ad hoc/SASB needs to socialize the proposals with the BOG.

The ad hoc is hopeful that it will have a more substantive report for the December SASB meeting.

**AI – Add Don Wright to the ad hoc group. Anyone interested in joining the ad hoc should contact Dave Ringle [d.ringle@ieee.org].**

8.3 ‘Match’ Rule Ad Hoc Report

David Law, ‘Match’ Rule Ad Hoc Chair, gave a verbal update. David thanked the members of the ad hoc. He noted that the P&P change was approved earlier in this SASB meeting (see item 6.3). In addition, the NesCom Conventions, some RevCom materials, and myBallot ballot announcement text have been updated.

As the ad hoc’s work is now complete, the ad hoc was disbanded.

9 Liaison Reports

9.1 DOE Report

As Dick DeBlasio was not in attendance, no update was given.

9.2 NIST Report

Michael Janezic reported.

10 Informational Reports

10.1 IEEE-SA President’s Report

Steve Mills, IEEE-SA President reported.

**AI – Steve to give Dave Ringle access to ‘sanitized’ version for distribution to the SASB.**

10.2 CAG Report

Jim Hughes, CAG member, reported.

10.3 SASB Chair’s Report

Chair Hulett reported. There was a round of applause for Dick DeBlasio. Judy Gorman noted that Dick expressed his thanks to the SASB and staff.

11 New Business

11.1 Access to Ballot Group Information
P&P changes for vote at the SASB meeting:

*SASB Operations Manual – Access to Ballot Group Information:*

There was a motion to approve the text change in blue (below) to the text that had been approved in July. The motion was approved by the SASB. [Vote: Yes=17, No=1 (Sciacca), Abstain=0]

The IEEE-SA Standards Board Operations Manual

5.4 Standards ballot by the Sponsor

A balloting group shall be one of the following:

— Individuals with voting privileges

— Persons with voting privileges who are of any category other than individual

As of 1 June 2003, all IEEE Standards Association Sponsor ballots shall be conducted by the IEEE Standards Balloting Center.

As of 1 January 2005, all IEEE Standards Association Sponsor ballots shall be conducted by electronic means.

IEEE-SA shall maintain a single authoritative database for the list of individual or person participants related to Sponsor balloting. A request for a Sponsor ballot group membership list shall be submitted to the Sponsor Chair. The Sponsor Chair shall then forward such request to the IEEE-SA staff liaison for that Sponsor. The IEEE-SA staff liaison shall fulfill the request if the initial round of Sponsor balloting has closed or upon its closure standard has been approved or upon its approval. For individual-based balloting, the supplied membership list shall consist of each member’s name, affiliation, and interest category. For entity-based balloting, the supplied membership list shall consist of each entity’s name, the entity’s designated primary voting representative (and, if designated, the alternate voting representative), entity affiliation, and entity interest category.

Summary: This change specifies the type of ballot group membership information that can be provided after a standard is approved by the IEEE-SA Standards Board.”

12 Next Meeting

The next meeting of the IEEE-SA Standards Board will be 7 December 2011 in Piscataway, New Jersey, USA.

13 SASB Resolutions

None.

14 Adjournment
There being no further business, the meeting was adjourned at 11:52 a.m.