

**IEEE-SA STANDARDS BOARD MEETING
MINUTES
17 June 2009
Tokyo, Japan
8:30 a.m. – 3:00 p.m.**

Attendance:

Chair:

Bob Grow

Past Chair:

Steve Mills

Secretary:

Judith Gorman

Members:

Karen Bartleson

Victor Berman

Andy Drozd

Mark Epstein

Jim Hughes

Rich Hulett

Young Kyun Kim

John Kulick

David Law

Glenn Parsons

Ron Petersen

Jon Rosdahl

Sam Sciacca

Howard Wolfman, TAB Representative

Satish Aggarwal, NRC Representative

Members Absent:

John Barr

Ted Burse

Dick DeBlasio

Alex Gelman

Michael Janezic, NIST Representative

Joseph Koepfinger, Member Emeritus

Ted Olsen

Tom Prevost, Vice Chair

Narayanan Ramachandran

Staff:

Mary Ellen Hanntz

Bob LaBelle

Moira Patterson
Dave Ringle, Recording Secretary
Lisa Yacone

Guests:

Dr. Masahiro Aoyagi
Phillip Barber
Wael Diab
Hiroshi Harada
Hung Ling
Dr. Hideki Nariai
Gary Robinson
Claire Topp, Legal counsel
Don Wright

1 Call to Order

Chair Grow called the meeting to order at 8:30 a.m. There was a round of introductions by all present.

2 Agenda

2.1 Approval of [Agenda](#)

There was a motion to approve the agenda. The motion was unanimously approved.

2.2 Consent Agenda

2.2.1 RevCom Recommendations

NEW

P802.1Qaw/D5.0 (C/LM) IEEE Standard for Local and Metropolitan Area Networks - Virtual Bridged Local Area Networks - Amendment: Management of Data Driven and Data Dependent Connectivity Faults

Recommendation: APPROVE

P802.1Qay/D5.1 (C/LM) IEEE Standard for Local and Metropolitan Area Networks - Virtual Bridged Local Area Networks - Amendment: Provider Backbone Bridge Traffic Engineering

Recommendation: APPROVE [8 = yes; 0 = no; 0 = abstain; 1 = recuse (Barber)]

P1559/D44 (AES/GA) Standard for Inertial Systems Terminology

Recommendation: APPROVE

P1628/D8.1 (VT/RT) Recommended Practice for Maintenance for DC Overhead Contact Systems for Transit Systems

Recommendation: APPROVE

P1783/D3 (DEI/SC) Guide for Test Methods and Procedures to Evaluate the Electrical Performance of Insulators in Freezing Conditions

Recommendation: APPROVE

PC37.04-1999/Cor 1/DB3 (PE/SWG) IEEE Standard Rating Structure for AC High-Voltage Circuit Breakers - Corrigendum 1

Recommendation: APPROVE

REVISION

P48/D5.4 (PE/IC) Standard for Test Procedures and Requirements for Alternating Current Cable Terminations Used on Shielded Cables Having Laminated Insulation Rated 2.5 kV Through 765 kV or Extruded Insulation Rated 2.5 kV Through 500 kV

Recommendation: APPROVE

P836/D17 (AES/GA) Recommended Practice for Precision Centrifuge Testing of Linear Accelerometers

Recommendation: APPROVE

P1613/D2.9 (PE/SUB) Standard Environmental and Testing Requirements for Communications Networking Devices Installed in Electric Power Substations

Recommendation: APPROVE

PC57.12.24/D4 (PE/TR) Standard for Submersible, Three-Phase Transformers, 3750 kVA and Smaller: High Voltage, 34 500 GrdY/19 920 Volts and Below; Low Voltage, 600 Volts and Below

Recommendation: APPROVE

REAFFIRMATION

521-2002 (AES/RS) IEEE Standard Letter Designations for Radar-Frequency Bands

Recommendation: APPROVE

ADMINISTRATIVE WITHDRAWAL

SASB/SCC11

91a/91-1991 (R1994) IEEE Graphic Symbols for Logic Functions (Includes IEEE Std 91a-1991 Supplement, and IEEE Std 91-1984)

Recommendation: Administrative withdrawal

267-1966 IEEE Trial-Use Recommended Practice for the Preparation and Use of Symbols

Recommendation: Administrative withdrawal

315-1975 (R1993) Graphic Symbols for Electrical and Electronics Diagrams (Including Reference Designation Letters)

Recommendation: Administrative withdrawal

315A-1986 (R1993) Supplement to Graphic Symbols for Electrical and Electronics Diagrams

Recommendation: Administrative withdrawal

991-1986 (R1994) IEEE Standard for Logic Circuit Diagrams

Recommendation: Administrative withdrawal

Y32.9-1972 (R1989) Graphic Symbols for Electrical Wiring and Layout Diagrams Used in Architecture

Recommendation: Administrative withdrawal

2.2.2 AudCom Recommendations

Accepted (*standards work authorized*):

MTT - Microwave Theory and Techniques Society

Conditionally Accepted (*standards work authorized based on compliance with minor edits*):

SASB/SCC21 - Fuel Cells, Photovoltaics, Dispersed Generation, and Energy Storage

SASB/SCC22 - Power Quality

SASB/SCC40 - Earth Observation

Visibly Under Development (*standards work authorized*):

SASB/SCC18 - National Fire Protection Association Standards

Not accepted (*standards work not authorized*):

None at this meeting

3 Legal Update

3.1 P1901 Update [*Executive Session*]

The SASB entered Executive Session at 8:40 a.m.

The SASB exited Executive Session at 8:52 a.m.

Report out from Executive Session: A status report was received regarding the oversight and activities of the P1901 Working Group.

4 Old Business

4.1 The minutes of the 19 March 2009 meeting were approved on 20 April 2009.

4.2 L-50S Report

Dave Ringle gave a presentation prepared by Juanita Lewis.

Highlights:

- Reports expected from 87 Sponsors. As of 9 June, all Sponsors had responded.
- 22 reports received that indicated financial activity.
- C/IA P1667 WG has activity but did not submit the L-50S report.

There was a motion:

Move that the activities of the C/IA P1667 WG will be suspended on 22 June 2009 unless and until their L50-S form is received and accepted by staff.

The motion was unanimously approved.

5 SASB Standing Committee Reports

5.1 Standards Review Committee (RevCom)

David Law, RevCom Chair, reported.

Highlights:

- 11 submittals reviewed this meeting; all approved.
- 8 submittals reviewed and approved via Early Consideration in May.
- Discussion of affiliation: outside purview of RevCom; concerned parties should notify the Sponsor and the Secretary of the SASB; myBallot implementation needs to account for employer and affiliation.
- Discussion of Scope/Purpose in draft vs. Scope/Purpose on PAR: RevCom proposes that ProCom consider the requirement to 'match' be changed to 'identical' in the SASB OpMan. [An item will be added to the September ProCom agenda.]
- RevCom 5.4.3.1 ad hoc completed its revision work and submitted its OpMan change request to ProCom. The ad hoc noted that it would be helpful to have a 'Definitions' section for terms (e.g., participant, member, etc.). [An item will be added to the September ProCom agenda.]
- RevCom Working Guide updated. Changes to the Submittal Form and Help pages were also recommended. RAC coordination still needs to be added to the Working Guide. RevCom discussed who owns/approves the Working Guide. [An item will be added to the September ProCom agenda.]
- Hierarchy of RevCom documents: hierarchy is flat; maintenance authority will be recorded on each document.

5.2 New Standards Committee (NesCom)

Hung Ling, Acting Chair, reported.

Highlights:

- 6 NesCom members were present, which was not sufficient to achieve quorum. All votes on the NesCom recommendations were unanimous.
- 26 submittals reviewed this meeting; 25 approved + 1 conditionally approved.
- There were 5 PARs approved that will be the first set of nuclear power standards that will be jointly developed by the IEEE and IEC.

5.2.1 NesCom Recommendations

There was a motion:
Move to approve the NesCom recommendations.
The motion was unanimously approved.

Chair Grow thanked Hung Ling for being the interim chair and for running an efficient meeting.

Withdrawal Requests

IEEE-SASB Coordinating Committees/SCC20 - Test and Diagnosis for Electronic Systems

P1505.2

Standard for the Common Test Interface Pin Map Configuration for Double-Tier Test Requirements Utilizing IEEE Std 1505

Recommendation: Approve withdrawal at the request of Sponsor

Modified PARs

IEEE Computer Society/Information Assurance

P2600.2

Standard Protection Profile for Hardcopy Devices in IEEE Std. 2600-2008 Operational Environment B

Recommendation: Approve modified PAR until December 2011

P2600.3

Standard Protection Profile for Hardcopy Devices in IEEE Std. 2600-2008 Operational Environment C

Recommendation: Approve modified PAR until December 2011

P2600.4

Standard Protection Profile for Hardcopy Devices in IEEE Std. 2600-2008 Operational Environment D

Recommendation: Approve modified PAR until December 2011

IEEE Computer Society/Software & Systems Engineering Standards Committee

P1648

Recommended Practice for the Customer-Supplier Relationship in Agile Software Development

Recommendation: Approve modified PAR until December 2009

IEEE Power & Energy Society/Insulated Conductors

P48

Standard for Test Procedures and Requirements for Alternating Current Cable Terminations Used on Shielded Cables Having Laminated Insulation Rated 2.5 kV Through 765 kV or Extruded Insulation Rated 2.5 kV Through 500 kV

Recommendation: Approve modified PAR until December 2009

IEEE Power & Energy Society/Power System Relaying

PC37.105

Standard for Qualifying Class 1E Protective Relays and Auxiliaries for Nuclear Power Generating Stations

Recommendation: Approve modified PAR until December 2009

IEEE Power & Energy Society/Substations

PC37.122.2

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

Recommendation: Approve modified PAR until December 2010

IEEE Power & Energy Society/Switchgear

PC37.60

Standard for Automatic Circuit Reclosers and Fault Interrupters for Alternating Current Systems Up to 38 kV

Recommendation: Approve modified PAR until December 2010

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 modified PAR until December 2010

New PARs

IEEE Computer Society/Software & Systems Engineering Standards Committee

P1805

Guide for Requirements Capture Language (RCL)

Recommendation: Approve new PAR until December 2013

IEEE Engineering in Medicine and Biology Society/11073 Committee

P11073-20601a

Health Informatics - Personal Health Device Communication - Application Profile - Optimized Exchange Protocol - Amendment

Recommendation: Approve new PAR until December 2013

IEEE Power & Energy Society/Energy Development & Power Generation

P1595

Standard for Quantifying Greenhouse Gas Emission Credits from Small Hydro and Wind Power Projects, and for Grid Baseline Conditions

Recommendation: Approve new PAR until December 2013

IEEE Power & Energy Society/Nuclear Power Engineering

P62582-1

Nuclear Power Plants - Instrumentation and Control Important to Safety - Electrical Equipment Condition Monitoring Methods - Part 1: General

Recommendation: Approve new PAR until December 2013

P62582-2

Nuclear Power Plants - Instrumentation and Control Important to Safety - Electrical Equipment Condition Monitoring Methods - Part 2: Indenter Modulus

Recommendation: Approve new PAR until December 2013

P62582-3

Nuclear Power Plants - Instrumentation and Control Important to Safety - Electrical Equipment Condition Monitoring Methods - Part 3: Elongation at Break

Recommendation: Approve new PAR until December 2013

P62582-4

Nuclear Power Plants - Instrumentation and Control Important to Safety - Electrical Equipment Condition Monitoring Methods Part 4: Oxidation Induction Techniques

Recommendation: Approve new PAR until December 2013

P62582-5

Nuclear Power Plants - Instrumentation and Control Important to Safety - Electrical Equipment Condition Monitoring Methods Part 5: Optical Time Domain Reflectometry

Recommendation: Approve new PAR until December 2013

IEEE Power & Energy Society/Switchgear

PC37.06.1

Recommended Practice for Preferred Ratings for High-Voltage (>1000 volts) AC Circuit Breakers Designated Definite Purpose for Fast Transient Recovery Voltage Rise Times

Recommendation: Approve new PAR until December 2013

IEEE-SASB Coordinating Committees/SCC20 - Test and Diagnosis for Electronic Systems

P1232.3

Guide for the Use of Artificial Intelligence Exchange and Service Tie to All Test Environments (AI-ESTATE)

Recommendation: Approve new PAR until December 2013

IEEE Vehicular Technology Society/Rail Transit

P1653.5

Recommended Practice for Controlled Rectifiers for Traction Power Substation Applications

Recommendation: Approve new PAR until December 2013

PARs for the Revision of Standards

IEEE Power & Energy Society/Nuclear Power Engineering

P323

Standard for Qualifying Class 1E Equipment for Nuclear Power Generating Stations and Nuclear Facilities

Recommendation: Approve PAR for the revision of a standard until December 2013

P497

Standard Criteria for Accident Monitoring Instrumentation for Nuclear Power Generating Stations

Recommendation: Approve PAR for the revision of a standard until December 2013

IEEE Power & Energy Society/Power System Relaying

PC37.95

Guide for Protective Relaying of Utility-Consumer Interconnections

Recommendation: Conditionally approve PAR for the revision of a standard until December 2013 contingent on the Section 3.1 of the PAR form being filled in.

PC37.104

Guide for Automatic Reclosing of Circuit Breakers for AC Distribution and Transmission Lines

Recommendation: Approve PAR for the revision of a standard until December 2013

IEEE Power & Energy Society/Stationary Batteries Committee

P535

Standard for Qualification of Class 1E Vented Lead Storage Batteries for Nuclear Power Generating Stations

Recommendation: Approve PAR for the revision of a standard until December 2013

5.3 Procedures Committee (ProCom)

Rich Hulett, ProCom Chair, reported.

Highlights:

- Updates received from six ad hoc groups.
- Copyright ad hoc: Bylaws and OpMan text was approved by ProCom. Ad hoc to examine the issue of a web page with a possible assertion of copyright [© inserted into the .html of a web page].
- Obligations ad hoc: Made significant progress since March. Ad hoc to examine the Conflict of Interest section of the myProject web page.
- Study Group guidelines ad hoc: The guidelines document was approved by ProCom and will be made available from the SA web site. It is considered to be a non-normative document.
- Definition of 'Standard' ad hoc: A definition was presented for ProCom consideration, but was not accepted. ProCom members will be asked to review the definition and submit comments.
- Reaffirmation ad hoc: The ad hoc was asked to continue its work [Complete P&Ps and/or RevCom conventions to require a resolution plan (short term); complete balloter/Sponsor instruction language (short term); consider a different approach (long term) {There was consensus that the 'ISO model' be dropped and that the focus be on the 10-year/revision model.}].
- Definitions ad hoc: ProCom recommends that the Definition guidelines developed be given to IEEE Staff for placement in the *IEEE Standards Style Manual*.
- An ad hoc group was formed to develop text to ensure that entity representatives are properly informed (by their entity) on agenda issues for meetings that they will attend.

ProCom recommended approval of the following P&P changes:

- SASB Bylaws and SASB OpMan RE: Copyright

IEEE-SA Standards Board Bylaws

7. Copyright

All contributions to IEEE standards development (whether for an individual or entity standard) shall meet the requirements outlined in this clause.

7.1 Definitions

The following terms, when capitalized, have the following meanings:

"Public Domain" shall mean material that is no longer under copyright protection or did not meet the requirements for copyright protection.

“Published” shall mean material for which a claim of copyright is apparent (e.g., the presence of the copyright symbol ©; an explicit statement of copyright ownership or intellectual property rights; stated permission to use text; a text reference that indicates the insertion of text excerpted from a copyrighted work; or a visual indication of an excerpt from another work, such as indented text).

“Work Product” shall mean the compilation of or collective work of all participants (e.g., a draft standard; the final approved standard).

7.2 Policy

The IEEE owns the copyright in all Work Products.

Participants are solely responsible for determining whether disclosure of any contributions that they submit to the IEEE requires the prior consent of other parties and, if so, to obtain it.

7.2.1 Contributions from previously Published sources

All contributions from previously Published [<link to definition in paragraph>](#) sources that are not Public Domain [<link to definition in paragraph>](#) shall be accompanied by a Copyright Permission Form that is completed by the copyright owner, or by a person with the authority or right to grant copyright permission. The Copyright Permission Form shall outline the specific material being used and the planned context for its usage in the IEEE standard.

7.2.2 Contributions not previously Published

For any contribution that has not been previously Published [<link to definition in paragraph>](#), and that is not Public Domain [<link to definition in paragraph>](#):

a) The IEEE has the non-exclusive, irrevocable, royalty-free, worldwide rights (i.e., a license) to use the contribution in connection with the standards project for which the contribution was made.

b) Upon approval of the standard, the IEEE has the right to exploit and grant permission to use the standard’s content derived from the contribution in any format or media without restriction.

Copyright ownership of the original contribution is not transferred or assigned to the IEEE.

Renumber:

78. Modifications to the IEEE-SA Standards Board Bylaws

78.1 Interpretations of the IEEE-SA Standards Board Bylaws

IEEE-SA Standards Board Operations Manual

6.1 Copyright

The IEEE owns the copyright of draft and approved IEEE standards (see 7.2 of the *IEEE-SA Standards Board Bylaws*). All IEEE standards are copyrighted by the IEEE under the provisions of the US Copyright Act.

Contributions made by participants in an IEEE-SA standards development meeting, whether the contributions are Published or not, are subject to the IEEE-SA Copyright Policy set forth in Clause 7 of the *IEEE-SA Standards Board Bylaws*.

6.1.1 Project Authorization Request (PAR)

As part of the initial PAR procedure, the committee or working group shall appoint a chair who shall sign a Copyright Agreement acknowledging that the proposed standard constitutes a "work made for hire" as defined by the Copyright Act, and that as to any work not so defined, any rights or interest in the copyright to the standards publication is transferred to the IEEE. Except as noted below, the IEEE is the sole copyright owner of all material included in the standard.

At the time of a PAR is submitted for initial approval completion, any known previously Published copyrighted material intended for inclusion in the proposed IEEE standard shall be identified on the PAR. The Working Group Chair is responsible for receiving obtaining written permission to use all previously Published copyrighted material prior to the start of the initial ballot invitation or prior to the next recirculation ballot if the excerpted material is inserted during comment resolution. Sample form letters are available in the *IEEE Standards Style Manual*.

6.1.2 Contributions from previously Published sources

Participants in an IEEE Standards group who submit contributions containing excerpted content from previously Published sources shall notify the Chair of the need for permission, and should assist the Chair in obtaining that permission. Working Group Chairs are responsible for requesting and obtaining permission from external entities and for forwarding the completed response forms to the IEEE <insert link to stds-style@ieee.org>.

IEEE Permission Form Letters <<http://standards.ieee.org/guides/style/index.html>> should be used to request and grant such permissions. Permission Form Letters to use material unchanged or modified are available online <insert link to <http://standards.ieee.org/guides/style/index.html>>. Agreements that do not conform to the IEEE Permission Form Letters are possible, but such requests <insert link to stds-ipr@ieee.org> shall be in writing and shall be approved by IEEE-SA staff.

6.1.3 Drafts of proposed IEEE standards

All drafts of proposed IEEE standards shall contain the copyright statement provided in subclause 4.2.2 of the *IEEE Standards Style Manual*.

RATIONALE:

Implementation of the Copyright policy.

- SASB OpMan RE: Reaffirmation

IEEE-SA Standards Board Operations Manual

9.1 Reaffirmation

Standards that contain no identified significant obsolete or erroneous information may be submitted by the Sponsor for reaffirmation when accompanied by a ballot indicating approval by at least 75% of the interested and affected parties. When the Sponsor ballots a standard for reaffirmation, the entire standard document, including approved amendments, corrigenda, and known errata, is subject open to review by its balloters. Objections may indicate the need to revise the standard rather than to reaffirm it.

If any approved amendments or corrigenda are omitted during a reaffirmation ballot, a recirculation shall be required to present them to the balloting group.

Sponsors shall not conduct a reaffirmation ballot for standards with three or more amendments. In such situations, the Sponsor shall revise the standard instead. (See 8.1.2.)

RATIONALE:

This change clarifies that during a reaffirmation all approved amendments, corrigenda, and known errata to that standard are part of the reaffirmation and have to be included in the reaffirmation package.

- SASB OpMan RE: Standards documentation

IEEE-SA Standards Board Operations Manual

1.3 Standards documentation

All IEEE-SA draft standards, meeting minutes, Sponsor ballot materials, and Sponsor ballot comments shall be in the English language.

RATIONALE:

This proposed rule clarifies that key documentation for the IEEE-SA standards process needs to be in English to facilitate the widest possible use of that documentation. This change is proposed due to observed working group meetings where the draft standard was prepared in a language other than English.

- SASB Bylaws RE: Entity participants

IEEE-SA Standards Board Bylaws

5.2.1 Participation in IEEE standards development

Participants in the IEEE standards development individual process shall act based on their qualifications and experience. Entity representative participants in the IEEE standards development entity process are appointed by an entity to represent that entity and act on its behalf. Such representatives may participate in IEEE standards development activities and take action based upon instruction from the entity for which they have been appointed as an entity representative.

While participating in IEEE standards development activities, all participants, including but not limited to, individuals, entity representatives, entity members, entities participating directly in the entity process, and entities participating indirectly in the individual process shall act in accordance with all applicable laws (nation-based and international), the IEEE Code of Ethics, and with IEEE Standards policies and procedures. Participants in IEEE standards development who are authenticated into any IEEE-SA database shall acknowledge the Obligations for Participation and Code of Ethics.

Participants on standards committees or working groups with governance authority or the authority to enter into a financial transaction with another party shall also act in accordance with *IEEE Policies* Section 9.8 on Conflict of Interest.

IEEE Standards Sponsor chairs and Sponsor liaison representatives shall be members of IEEE-SA and shall also be either IEEE members of any grade or IEEE affiliates. The IEEE-SA shall maintain the authoritative database of participants in the development of standards. Such database shall be maintained by the Secretary of the IEEE-SA Standards Board.

RATIONALE:

There have been situations in IEEE-SA entity working groups where the technical expertise of entity representatives has been called into question. The proposed language clarifies that the entity has the right to send whomever they deem appropriate to participate in an IEEE-SA entity working group meeting, without any judgment of their particular technical expertise.

The SASB will vote on the four changes via an email ballot.

5.4 Audit Committee (AudCom)

Ron Petersen, AudCom Chair, reported.

Highlights:

- Visibly Under Development: SCC4, SCC18, NPSS, RS, PE/TR, EMB/11073.
- Under continuing review: SCC41.
- AudCom addressed questions received in response to the letter to Sponsors that informed them of the baseline WG P&P.
- Merge of baseline Sponsor and SCC Type 2 P&P: Merged document will be the master; however, two separate documents will be made available.
- SCC Type 1 baseline draft being reviewed.

5.5 Patent Committee (PatCom)

Steve Mills, PatCom Chair, reported.

Highlights:

- 9 LoAs received.
- ANSI Update: ANSI Patent Group disbanded. Dave Ringle is now the IEEE representative to the ANSI Intellectual Property Rights Policy Committee (IPRPC).
- An ad hoc group was formed to develop a recommendation on how the IEEE-SA patent policy applies in regards to normative references to another SDO's document.

- P802.11n: The 802.11 Chair had requested that PatCom review the resolution of two ballot comments received, which assert issues with potentially essential patents in P802.11n. PatCom supplied feedback, thanks the committee for its continuing efforts to obtain LoAs, and requests to be updated at the time the document is submitted to RevCom.
- The China Communications Standards Association (CCSA) invited the IEEE to review its draft IPR policy.

6 Standards Coordinating Committee Reports

6.1 SCC Coordinator's Report

John Kulick, SCC Coordinator, reported.

John noted that the SCC27 report was submitted very late and will be held until September.

6.2 Scheduled Reports Due in June:

- 6.2.1 SCC20 – Test and Diagnosis for Electronic Systems (Mike Seavey)
- 6.2.2 SCC27 – Time and Frequency (Eva Ferre-Pikal)
- 6.2.3 SCC41 – Dynamic Spectrum Access Networks (Hiroshi Harada)

Hiroshi Harada, SCC41 Chair, reported on SCC41.

6.3 SCC38 Disbandment Discussion

Gary Robinson, SCC38 Chair, reported. Gary thanked Bill Ash and Susan Tatiner for their support. It was stated that if SCC38 were disbanded that there would be two issues outstanding: P1622 and the TGDC Representative.

P1622 is an active project and could be switched to C/SAB as the Sponsor.

IEEE has a representative on the Technical Guidelines Development Committee (TGDC) of the U.S. Election Assistance Commission. At present, the TGDC Representative can use SCC38 to solicit opinions on TGDC matters.

There was a motion:

Based on the recommendation from SCC38, disband SCC38.

The motion was unanimously approved.

An ad hoc committee was formed to review IEEE representation on the Technical Guidelines Development Committee of the U.S. Election Assistance Commission. Members: John Kulick (Chair), Bob Grow, Howard Wolfman, and Bill Ash.

There was a motion:

Move P1622 sponsorship to the Computer Society.

The motion was unanimously approved.

The SASB thanks Cem Kaner for his service as the TGDC Representative. It was noted that Cem will be stepping down on 31 July.

The SASB thanks Gary Robinson for his service as the SCC38 Chair.

There was a motion:
Move to accept the SCC20 and SCC41 annual reports.
The motion was unanimously approved.

7 Calendar Review

7.1 2010 Draft Calendar

There was a motion:
Move to approve the 2010 calendar.
The motion was approved.

The dates for the 2010 calendar are now set. The venue for the September SASB meeting is Europe, unless the BOG states that there is a budgetary issue that will prevent travel.

SASB members are asked to send their suggestions for venues to Mary Ellen Hanntz (m.hanntz@ieee.org) by 10 July. Suggestions should contain the name of hotels that can accommodate the SASB meeting series. Any suggestions for entities that can host (provide meeting space at no cost or low cost) are appreciated.

AI – Staff will add the NesCom Continuous Processing submittal deadlines to the published calendar.

8 Ad Hoc Reports

8.1 myProject Ad Hoc Report

David Law, myProject Ad Hoc Chair, reported.

Highlights:

- Review of all open tickets completed.
- PAR Form is being transitioned from an external database into the myProject database.
- AudCom process automation: Testing to begin in July.
- Entity balloting to be added to myProject.
- ePoll: Working group balloting to be supported in myProject. This is an optional-use tool. Testing to begin in November.
- L-50S: Automation slated for completion in December. [*The SASB stated to be mindful of portability and multi-session options*].

9 Liaison Reports

9.1 NIST Report

No report provided.

9.2 DOE Report

Chair Grow discussed the P2030 meeting held in early June. There were 150 in-person attendees and another 150 or so who participated remotely.

The meeting introduction was given by George Arnold, National Coordinator for Smart Grid Interoperability (NIST) and the Past-President of the IEEE-SA.

There are three Task Forces:

Task Force 1 - Power Engineering Technology - led by Sam Sciacca and Tom Prevost.

Task Force 2 - Information Technology - led by Bob Grow.

Task Force 3 - Communications Technology - led by Stefano Galli and Bob Heile.

There could be a registration authority opportunity in this space (for example, the plug-in hybrid powering back the grid).

9.3 NRC Report

This item was taken after item 11.1.

Satish Aggarwal, NRC Representative, reported.

Highlights:

- G8 energy ministers (Canada, France, Germany, Italy, Japan, Russia, UK, and USA) endorse nuclear power. Part of the endorsement stated that international cooperation is needed to produce standards (e.g., plant construction, operation and decommissioning; safety; etc.).
- Multinational design evaluation program: The Nuclear Energy Agency (NEA) has been invited to perform the Technical Secretariat functions.
- IEEE Standards endorsed by NRC and noted in regulatory guides: 383-2003, 485-1997, 649-2006, and 650-2006.
- Problem of aging nuclear engineers: Even as industry ramps up, there are fewer new engineers. Steve Mills offered IEEE assistance in the education arena (EAB, Standards Education Committee).

AI - Steve Mills will ask to have Satish added to a BOG and/or BOG international ad hoc committee agenda in the near future to have Satish discuss the efforts to make IEEE nuclear power standards borderless [international].

10 Informational Reports

10.1 IEEE BOD and IEEE-SA BOG Update

Chair Grow reported.

Highlights:

- BOG approved the first Industry Connections program [Computer Security].
- Discussion held on Registration Authority pricing.
- New Business updates: patent pools and IEEE Conformity Assessment Program (ICAP).
- International activities: PSDO review; SC6 concerns; new MOUs; presentation from Standards Australia.

10.2 Secretary's Report

Judy Gorman, SASB Secretary, reported.

Highlights:

- The IEEE-SA will have robust and balanced lines of business that will reflect the full life cycle of standards: Strong focus needed on new technologies and new businesses; picking the 'right' ones.

- The IEEE-SA will work collaboratively with emerging technology communities to create an environment that leads to timely standardization: Forge cross-IEEE engagement; focus on 2-3 most promising areas; leverage corporate program; reduce bureaucracy.
- The IEEE-SA will provide a streamlined process for each state of consensus development: It is a challenge to find the appropriate balance between risks and objectives; there is a staff/volunteer team engaged in creating an evaluation process for proposed changes to procedures/tools/systems (impact analysis, ROI, mapping against strategic goals); continuous 'improvement' vs. stability.
- The IEEE-SA will be known for its successful standards education programs that serve diverse audiences: Take advantage of opportunities to partner; SEC making significant progress; explore giving IEEE standards to students; see standardseducation.org.
- The IEEE-SA will be recognized worldwide as an international organization and will have strong global participation on all levels: Explore new opportunities with national bodies; consider return to Japan.

AI – Ask Steve Mills if his BOG SEC report can be shared with the SASB.

There was discussion that it might be useful to create a training package for entity employees on the standards process (Dos and Don'ts, etc.).

There was sentiment from some SASB members that some of the drivers of instability in our processes are:

- Risk management: Don't try to operate at zero-risk; need to consider business implications.
- Problems with dysfunctional standards developing groups (dominance, etc).
- Desire to 'improve'/tweak.
- Automation.

10.3 Chair's Report

Chair Grow stated that he enjoyed the opportunity to attend all of the standing committee meetings. He thanked all of the *Com chairs. And he thanked all of those who attended.

10.4 CAG Report

Steve Mills, CAG Chair, reported.

Highlights:

- March CAG meeting held in Beijing, PRC: Successful outreaches (CESI, CCSA, Lenovo, and CNIS).
- June CAG telecon: First telecon of a full CAG meeting; 2 two-hour sessions; compact agenda.
- 137 entity members.
- 2010 new entity member model: Major rollouts and announcements in September.
- 2009 advanced membership opt-in plan: Allows current entity members and entity WG participants that wish to maintain voting rights to pay dues early in lieu of paying EPP fees.
- 12 entity projects are active.
- 9 entity standards approved.
- Sponsor outreach planned: PES, C/TT, others.
- March 2010 CAG meeting in India.

11 New Business

11.1 Nuclear Initiatives in Japan [*Time-specific: 11:30 a.m.*]

This item was discussed at 11:30 a.m.

Dr. Hideki Nariai, advisor to and former President of Japan Nuclear Energy Safety Organization (JNES), reported. His presentation was titled “Current Status of Nuclear Power Plants and Code & Standard Activities in Japan”.

Dr. Nariai noted that JNES will monitor the standards development activities of IEEE and IEC.

Following Dr. Nariai’s presentation, there was a question and answer period.

12 Next Meeting

The next meeting of the IEEE-SA Standards Board will be on 11 September 2009 in Piscataway, New Jersey, USA.

13 SASB Resolutions

Move that the activities of the C/IA P1667 WG will be suspended on 22 June 2009 unless and until their L50-S form is received and accepted by staff.

Based on the recommendation from SCC38, disband SCC38.

Move P1622 sponsorship to the Computer Society.

14 Adjournment

Chair Grow thanked Mary Ellen Hanntz for her support and for arranging a successful meeting in Tokyo, Japan.

There being no further business, the meeting was adjourned at 2:32 p.m.