

IEEE SA Standards Board Audit Committee (AudCom)

DRAFT Meeting Minutes

19 March 2024

9:00 a.m. - 12:00 p.m. UTC +0

Hybrid Meeting: London, UK and webex

Members:

Kevin Lu, Chair
Sara Biyabani
Doug Edwards
Travis Griffith
Guido Hiertz
Tyler Jaynes
Thomas Koshy
Joseph Levy
Howard Li
Haiying (John) Lu
Daleep Mohla
Annette Reilly
Jon Rosdahl
Daidi Zhong

Guests:

Chuck Adams
Edward Au
David Chen
Xiaofeng (Alfred) Chen
Yuan Chi
Latonia Gordon
Gary Hoffman
Ron Hotchkiss
Yousef Kimiagar
David Law
Xiaohui Liu
Hiroshi Mano
Paul Nikolich
Robby Robson
Dan Sabin
Dorothy Stanley
Barry Tilton
Claire Topp, Outside Legal Counsel
Lei Wang
Keith Waters
Philip Winston
Don Wright

IEEE Staff:

Christy Bahn
Adrien Bastos
Teresa Belmont, Administrator
Ahsaki Benion
Matthew Ceglia
Karen Evangelista
Jonathan Goldberg
Dalisa Gonzalez
Jodi Haasz
Matt Herdlein
Yvette Ho Sang
Usha Jagannathan
Patrycja Jarosz
Soo Kim
Michael Kipness
Jon Labrador
Vanessa Lalitte
Jiajia Liu
Karen McCabe
Erin Morales
Christian Orlando
Dave Ringle
Heather Robinson
Pat Roder
Jennifer Santulli
Alpesh Shah
Tom Thompson
Malia Zaman
Meng Zhao

[Unless otherwise noted, all votes are unanimous]

1. CALL TO ORDER AND INTRODUCTIONS

Chair Kevin Lu called the meeting to order at 9:02 a.m. UTC+0. There was a round of introductions. It was noted that the meeting was quorate.

2. REVIEW AND APPROVAL OF THE AGENDA

Following a review of the agenda, Chair Lu asked if there were any changes to the published agenda. It was noted that review of the BOG/CAG SC P&P is time sensitive and will be discussed at 10:30 am UTC+0 time. Daleep Mohla asked for clarification on AudCom's policy for reviewers regarding editing of Scope statements within a P&P. The item will be added under "New Business."

A motion was made (Griffith) and seconded (Rosdahl) to approve the 19 March 2024 AudCom meeting agenda. In the absence of objection, the motion passed.

3. APPROVAL OF MINUTES OF THE 25 January 2024 AUDCOM MEETING

A motion was made (Griffith) and seconded (Levy) to approve the [25 January 2024 AudCom meeting minutes](#). In the absence of objection, the motion passed.

4. P&P REVIEW

4.1 Status of Continuing Standards Committee P&P Review

4.1.1 IEEE Instrumentation and Measurement Society/TC3 - Condition Monitoring & Fault Diagnosis Instrument (IM/CM&FDI)

Joseph Levy, Travis Griffith

The IM/CM&FDI P&P will continue under review and will move to the June 2024 AudCom agenda.

4.1.2 IEEE Power and Energy Society/Analytic Methods for Power Systems (PE/AMPS)

Guido Hiertz, Haiying Lu

The PE/AMPS P&P will continue under review and will move to the June 2024 AudCom agenda.

4.1.3 IEEE Power and Energy Society/Electric Machinery (PE/EM)

Daleep Mohla, Tyler Jaynes

The PE/EM P&P will continue under review and will move to the June 2024 AudCom agenda.

4.1.4 IEEE Power and Energy Society/Power System Instrumentation and Measurements (PE/PSIM)

Tyler Jaynes, Howard Li

The PE/PSIM P&P will continue under review and will move to the June 2024 AudCom agenda.

4.1.5 IEEE SA Board of Governors/Entity Collaborative Activities Governance Board (BOG/CAG)

Thomas Koshy, Annette Reilly

Motion: To recommend acceptance of the BOG/CAG P&P. Upon vote, the motion passed.

4.2. STATUS OF NEW STANDARDS COMMITTEE P&P REVIEW

4.2.1 IEEE Consumer Technology Society/Blockchain Standards Committee (CTS/BSC)

Thomas Koshy, Haiying Lu

The CTS/BSC P&P will continue under review and will move to the June 2024 AudCom agenda.

4.2.2 IEEE Consumer Technology Society/Emerging Technology Standards Committee (CTS/ETSC)

Joseph Levy, Jon Rosdahl

The CTS/ETSC P&P will continue under review and will move to the June 2024 AudCom agenda.

4.2.3 IEEE Industry Applications Society/Petroleum & Chemical Industry (IAS/PCI)

Guido Hiertz, Annette Reilly

The IAS/PCI P&P will continue under review and will move to the June 2024 AudCom agenda.

4.2.4 IEEE Power and Energy Society/Energy Development & Power Generation (PE/EDPG)*Howard Li, Daidi Zhong*

The PE/EDPG P&P will continue under review and will move to the June 2024 AudCom agenda.

4.2.5 IEEE Power and Energy Society/Substations (PE/SUB)*Daleep Mohla, Haiying Lu*

The PE/SUB P&P will continue under review and will move to the June 2024 AudCom agenda.

4.2.6 IEEE Vehicular Technology Society/Standards Development Board (VT/SDB)*Doug Edwards, Travis Griffith*

The VT/SDB P&P will continue under review and will move to the June 2024 AudCom agenda.

4.3. STATUS OF CONTINUING WORKING GROUP P&P REVIEW**4.3.1 IEEE Communications Society/Mobile Communication Networks Standards Committee/Tactile Internet (COM/MobiNet-SC/TI)***Guido Hiertz, Jon Rosdahl*

Motion: To deem without issue of the COM/MobiNet-SC/TI WG P&P. Upon vote, the motion passed.

4.3.2 IEEE Power and Energy Society/Power System Communications and Cybersecurity (PE/PSCC)/Common*Daidi Zhong, Travis Griffith*

Motion: To deem without issue of the PE/PSCC Common WG P&P. Upon vote, the motion passed.

4.3.3 IEEE SA Board of Governors/International Committee on Electromagnetic Safety (BOG/ICES)/Common*Guido Hiertz, Tyler Jaynes*

Motion: To deem without issue of the BOG/ICES/Common WG P&P. Upon vote, the motion passed.

4.4. STATUS OF NEW WORKING GROUP P&P REVIEW**4.4.1 IEEE Power and Energy Society/Smart Buildings, Loads and Customer Systems (PE/SBLC)/Common***Daleep Mohla, Sara Biyabani*

Motion: To conditionally deem without issue of the PE/SBLC/Common WG P&P. Upon vote, the motion passed.

4.4.2 IEEE Robotics and Automation Society/Standing Committee for Standards (RAS/SC)/Common

The RAS/SC)/Common WG P&P will continue under review and will move to the June 2024 AudCom agenda.

5. OLD BUSINESS

5.1 2023 Expiring P&P Update

It was noted that all expiring SC P&Ps from 2023 that asked for an extension have now submitted a P&P to AudCom and are visibly under development.

5.2 AudCom Baselines Update

Chair Lu informed AudCom that the SASB had approved the baselines. However, there were several substantive comments that should be addressed. AudCom members agreed that updates should be recommended to the SASB.

A motion was made (Levy) and seconded (Griffith) to accept resolutions of SASB Member Comments on AudCom Baselines and forward the comments, the resolutions, and the updated baselines to SASB with AudCom's recommendation for approval. In the absence of objection, the motion passed.

In addition, a motion was made (Levy) and seconded (Griffith) to make available the 2024 AudCom Baselines from 1 May 2024 and to require using the 2024 AudCom Baselines beginning 1 July 2024. In the absence of objection, the motion passed.

6. NEW BUSINESS

6.1. 2024 EXPIRING P&PS

It was noted that there are 15 SC P&Ps due to expire in 2024. Reminder emails will be sent to the SCs.

6.2 Request for Standards Committee Recognition

No new Standards Committee were recognized.

6.3 Review of Scope by AudCom Members

Daleep Mohla asked for consistency amongst AudCom reviewers when reviewing Scopes statements within P&P. It was concluded that AudCom reviewers should not suggest edits to Scope statements. If there are concerns related to a Scope statement being inaccurate and/or potentially overlapping the Scope of another Standards Committee, the issue should be communicated to the TAB Committee on Standards.

7. DATE OF NEXT MEETING

The next meeting of AudCom will be a teleconference meeting and will take place on 4 or 5 June 2024 by Webex.

8. ADJOURNMENT

The meeting was adjourned at 12:48 p.m. UTC+0.