

**Accredited Standards Committee C63®
Electromagnetic Compatibility**

**April 23, 2009
8:30 am to 3:00 pm
IEEE Service Center
Piscataway, New Jersey**

Meeting Minutes

1. Call to Order -Chair

- 1.1. Introductions (roll call)-** Secretary (list included below)
- 1.2. Announcements** – Chair announced the new Secretary, Jerry Ramie and current Secretariat, Mike Kipness

2. Approval of the Agenda

- 2.1 Approval of Consent agenda-** Chairman presented a modified Agenda for the meeting, Bob Hofmann moved to approve consent agenda, seconded by Dan Hoolihan, motion carried to approve minutes.
 - 2.1.1 Minutes of October 2008 meeting **AI-1:** Secretary to post approved 10/08 minutes on website.
- 2.1. Approval of rest of the agenda—Chair** Mr. Silberberg pointed out correction to C63.18 to “In-Situ” rather than “On-site” Mr. Hare moved to approve the amended agenda, seconded by Hoffman, approved by voice vote.
- 2.2. Balance of Agenda** –Chair
 - 2.2.1 Introduction of new meeting secretary—Chair (done)
 - 2.2.2 Presentation of patent slides—Chairman showed the patent slides, explained their meaning and relevance. **AI-2:** Secretary to include Patent Slides as an attachment to the minutes.
 - 2.2.3 Attendance fees: Mr. Windler showed slides regarding attendance fees, to be provided to Secretary for posting. **AI-3:** Windler to send fee slides to Secretary for posting
- 3. Membership report-** Hoolihan reported that HP has dropped their membership; PC Test has applied for organizational membership, **AI-4:** Northwest EMC to be added to membership roster by Ed Hare.

- 3.1 Possible temporary waiver for active members with near term travel funding restrictions: Steering committee arrived at a decision regarding temporary waivers and a temporary waiver for an individual who lost his job was agreed upon.

4. C63® Draft Standards – Status Reports by SC chairs or WG chairs

- 4.1. C63.2 - EM Noise & Field Str. Instr.-**Mr. Kipness reports that the doc is in BSR8 review and is due in middle-June
- 4.2. C63.4 – Emission measurements** – Kipness reported it’s in BSR8 review, same timeline.
- 4.3. C63.5 – Antenna Calibration** – Camell showed slides, **AI-5** Camell to forward Presentation to the Secretary for inclusion in the minutes. Draft ready for voting by June.

- 4.4. **C63.9 – Immunity of Office Equipment** – Kipness reported that the document was published in 2008, Berger stated that the project is complete.
- 4.5. **C63.10—Wireless Devices**-Wall stated that the document is approved and submitted to ANSI, Kipness reported that the doc is in BSR8, due mid-June, publication follows in about 15 weeks. Berger motioned that Heirman be empowered to accelerate any Standard, (adding up to \$3k for each so accelerated) seconded by Whitesell, opposed by Hoolihan, discussion ensued. Windler pointed out that financial matters are to be handled by the steering committee. Dr. Showers concurred that this should be handled by the steering committee. The chair reported that C63.19 was accelerated in the past and precedence exists. Mr. Hurst wished to decouple the FCC from the question. Voting ensued, motion to allow the Chair to make the decision passed (Motorola + FCC abstained) Mr. Wall then showed the PINS for C63.10 Ed. 2 which was approved by voice vote (attached)
- 4.6. **C63.11-Checklists**- Hoolihan reported that he and ANSI are negotiating a reduced fee for reference to 61000-4-2, 3, 4, 5, 6, 8 & 11.
- 4.7. **C63.12 – EMC Limit setting** – Dr. Showers proposed a modification of C63.12 regarding limit setting, Hare stated that the document is dated 1999 and risks administrative withdrawal. Hofmann stated he was willing to work on the document. The Chair accepted the ad hoc group (Hofmann as Chair, Showers and Hare) will look at modifications and awaits their output. Andersen noted that SAE is referencing the document and hence it should not be withdrawn.
- 4.8. **C63.14—Definitions** – Shellman showed WG1 slides, to be sent to Secretary, showing status as BSR8, due end of May, 2009. **AI-6**, Shellman to send slides to secretary for inclusion in minutes.
- 4.9. **C63.15 – Immunity Meas. & Instr.** – Windler reported that the Standard was voted out to the Secretariat two years ago. Kipness stated that the document is going to BSR8 soon. After publication, Mr. Heirman stated that it will be maintained in SC5.
- 4.10. **C63.16 – ESD Test Methodologies** – The Chair established an ad hoc (Heirman chair, Berger, and Rhoades) group to assess discrepancies with 61000-4-2 and any unique content. The document is going to SC5 in 60 days.
- 4.11. **C63.18 - On Site Medical Device Immunity Testing**— Morrissey reported a completed ballot, FDA voted no on technical grounds, resolution of comments was reached with the FDA resulting in the FDA being satisfied. SC8 submitted document to IEEE for recirculation, IEEE sent to recirculation ballot 4/23/09, Mr. Heirman noted that this Standard is referenced in other Standards such as AAMI TIR 18 on guidance for EMC in healthcare facilities.
- 4.12. **C63.19 – Hearing Aid Compatibility**— Morrissey stated that SC8/ WG3 saw no need to re-tool test facilities but in the draft revision has simplified the test procedures. Target date for ballot is June, 2009. Mr. Hurst (FCC) requested expedited conclusion of this effort.
- 4.13. **C63.22 – Guide for Automated EMI Meas.** – The Chair reported that the document is current and contains unique content regarding emission measurements using spectrum analyzers. The document also indicates potential problems needing to be watched for in using such automatic testing regimes.
- 4.14. **C63.23 – Measurement Uncertainty** – Mr. Windler showed status slides, to be forwarded to the secretary for inclusion in the minutes. **AI-7**: Windler to forward slides to secretary. Document to be ready by October meeting.
- 4.15. **C63.24 – On site immunity testing**— Morrissey reported that the doc will be based on acceptance of the similar C63.18. The plan is to take text of C63.18 and adapt it for C63.24. It's expected to be ready for ballot in 2-3 months after recirculation of C63.18 is complete.
- 4.16. **C63.25 – Test Site Validation** – Windler reported the WG membership, slides to be forwarded to Secretary for inclusion in minutes. **AI-8**: Windler to forward slides to secretary for inclusion in the minutes.

AI-9: The Chair has asked each Member to present in one slide any EMC activity in your organization that might require Standardization to be presented at the October C63® meeting. An agenda item will be provided for these inputs.

5. New or proposed Projects

The Chair clarified active/inactive status of PINS and showed the PINS form. We are missing four PINS: 18, 24, 12, 16.

AI-10: Windler to provide PINS for C63.25

AI-11: All members to check status of their relevant PINS by 1 July so that the web site can be updated.

- 5.1. **Status of active PINS**—Secretary (above)
- 5.2. **Status of active PINS-C**— The Chair discussed the transition from PINS-C (committee business) to a PINS. PINS-C's are posted on the Members Area of the site. **AI-12:** Hare to send passwords for the C63® portion of the members area to the C63® reflector (after reflector is updated to have only voting members of C63® on it)
- 5.3. Presentation of items 5.1 and 5.2 on C63® website (Chair showed the site)

6. Subcommittee reports (Brief written reports to include membership approval, actions needed by C63®, and items of particular interest during SC; meeting summary to be sent to C63® Newsletter Editor:

Note: Recommendation of SC membership to be approved by C63® should be shown on a slide

- 6.1. **SC1: Measurement and Instrumentation**- Windler showed the membership roster slide, to be forwarded to the Secretary. Vote to accept the roster passed. **AI-13:** Windler to forward slides to Secretary for inclusion in the minutes. Motion: Windler showed slides of the un-licensed PINS, document ready in 12-18 months. Discussion ensued, Alcatel proposed additions ACP measurement and I&Q modulation. Mr. Hurst indicated that a second PINS will cover these items, Alcatel-Lucent motion was withdrawn. Samsung abstained, the motion carried to approve this new PINS. Motion: Windler showed a new PINS for licensed transmitters, motion to approve by Windler, number assigned as C63.26; Discussion ensued, Alcatel-Lucent proposed an amendment to add ACP measurement and I&Q modulation, typos corrected, discussion ensued, vote passed without abstentions. (PINS attached)

Mr. Windler has resigned his Chairmanship of SC1 and recommended Dennis Camell as the new Chair. Resignation and Recommendation accepted by Mr. Heirman. Colin Brench was suggested as Vice-Chair by Mr. Camell, appointed as Vice-Chair by Mr. Heirman. C63® voiced no objection.
- 6.2. **SC2: Definitions** – Shellman/Southworth – Mr. Shellman presented slides showing membership, motion entered to approve roster, typos corrected, Motion: Main Committee voted and approved the roster. Newsletter input shown. **AI-14:** Shellman to forward slides to Secretary for inclusion in the minutes.
- 6.3. **SC3: International Standardization** – Andersen reported no changes in officers, nine documents defined for harmonization, membership roster shown and attached. Motion: Motion entered by the SC3 Chair to approve voting members, no discussion, vote taken, passed unanimously.
- 6.4. **SC5: Immunity testing** – Motion: Hare motioned that the roster be approved, to be forwarded to secretary. Motion carried without abstentions. (Slides provided and attached)
- 6.5. **SC6: Laboratory Accreditation**— **Motion:** Victor Kuczynski showed the SC6 membership roster slide and moved to approve it, a vote was taken and the membership roster was approved. **AI-15:** Kuczynski to forward slides to Secretary for inclusion in the minutes.
- 6.6. **SC7: Unlicensed Personal Comm. Services**--Berger –

Motion: A motion was requested and received by the Chair for Berger to stay as SC chair, seconded by Hoolihan. Berger moved to include himself, Joe Dichoso and Bill Hurst. Motion carried.

- 6.7. SC8: Medical Equipment Testing**—Morrissey stated that David Dzomba of Nokia was added to the membership list, which was shown and attached to the minutes.

Motion: Morrissey moved to have the roster accepted, a vote was taken and the motion passed unanimously. WG1 reported that C63.18 balloting is complete, recirculation with editorial changes is now occurring. WG3 has a consensus agreement on a generalized approach for testing new signals. GTEM in C63.19 indicates ~7dB variance against the dipole method. Target date for balloting is June, 2009. An interim polling structure was proposed by Morrissey requesting any comments from the parent committee (copy attached)

AI-16: C63® members to provide Morrissey any changes in the polling process.

- 7. FCC Matters focusing on relation to C63® activity**—Hurst presented the 2008 FCC slides to the Main Committee, to be provided to the secretary.

AI-17: Hurst to forward slides to Secretary for inclusion in the minutes.

7.1 Review of FCC references to C63® standards

7.2 Status of FCC biennial review

7.3 New projects needed by FCC to be considered by C63®

7.4 C63® filings with the FCC—Heirman reported that a budget is established for 2-3 visits to the Commission per year.

8. “State of the Committee” review

8.1. Items of interest--Chair/secretary

8.2. Steering Committee Report – Heirman noted that agenda or financial discussions are held within the Steering committee, not in the Main Committee.

8.3. C63® Standards processing status not covered elsewhere—Heirman stated that if unique processes are required, they can be submitted to ANSI for consideration and require waiting for an approval response from ANSI.

8.4. Website use and updates- Hare reported that the web site could use further improvements, he demonstrated new content in the public area, and mentioned that officers contact info is open and member information is password-protected. New member info needs to be added after this meeting. A discussion ensued regarding use of the reflector for the public to contact members. Current policy regarding officer information is that it remains public and other members must indicate their choice of having their contact info public or not by telling that to Hare.

8.5. Standards status spreadsheet on website—Windler showed the current spreadsheet and his new proposed spreadsheet for Standards Status and sought comments from the members. The Chair suggested that we post Windler’s spreadsheet for a while and see if it is acceptable.

AI-18: Jerry Ramie will populate the Standards Status spreadsheet.

8.6. Status of C63® published standards—Kipness researched status of:

8.6.1 Fourth Anniversary standards (.5-2006, .7-2005, .17-2006, .19-2007)

8.6.2 10 years or older standards (N/A from ANSI yet...)

AI-19: Jerry Ramie will refresh the Status of Published Stds. web site.

Editing Committee Report—Windler reported that members should use the new IEEE template, now available on the IEEE SA web site.

8.7. Any other administrative matters – Heirman

8.8.1 Plans for updating C63® procedures—Windler to keep track as needed.

8.6.1 Plans for update time sensitive actions— Kesselman reported that the update of the web document should be considered only after the ANSI operating procedures document used by C63® and posted on its web site has been updated. He showed the current web (.doc) content and received (all) broken links. (Originated in 2006)

“Explanation” refers to current content and an “interpretation” involves a formal process to apply the Standard to a particular situation not envisioned originally. The web site was shown with its list of “Issued Explanations or Interpretations.”

AI-20: Secretary to work with Shannon to replace all TM with [®] on the web site.

9. C63[®] Legal matters--Chair

9.1 Trademark registration: Use [®] superscripted. All standards published starting in 2009 shall have the C63[®] shown on the outside cover page to be prominent. The secretariat has indicated that this has been requested.

9.2 Legal support

10. Old Business

10.1 Action item review on items not covered elsewhere on Agenda including the action items from October 2007 and both meetings in 2008— Secretary

10.2 Report of IEC CISPR meeting support—Heirman reported that \$120k is required as a pledge, due one day before the meeting in 2010. ASC C63[®] has given \$25K. There is still a short fall of \$20K approximately. There is no further action of C63[®] other than to help find further funding sources within their organizations if possible.

11. Other Business

11.1 Future Seminars and Workshops—Heirman reported on .4, .5, .25 and .10 workshops in 2009, showed a slide that will be attached to the minutes.

AI-21: Heirman to provide workshop slides to the Secretary for inclusion in the minutes.

Janet O’Neil asked if Friday in Boulder could be used for an additional seminar.

AI-22: Do members want a workshop on Friday after the NIST meeting and if so which one; report back to the chair by 1 July?

11.2 Newsletter report—Kesselman showed a slide indicating that the Spring and Fall issues of the newsletter were sent to the C63[®] reflector, the IEEE reflector and nine individuals.

AI –ZZ. Articles submitted such as the SC reports for publication should be in .DOC format using Times New Roman 12pt. font. Hoolihan indicated that the newsletter will also be available at the C63[®] booth in Austin.

11.3. Meetings in 2009 and 2010--Chair

11.3.1 NIST Boulder CO on 22 October 2009 – Heirman reports that some changes have been made in the schedule, which will be posted on the C63[®] site within 2 weeks of this meeting.

11.3.2 Piscataway, NJ on 22 April 2010

11.3.3 Need sponsor for 28 October 2010, Southworth entertaining the idea of meeting on the West Coast. Andersen has invited the committees that a meeting be at the SAE facilities in Detroit

11.4 Financial report—Windler reported a net break-even for 2009. (\$25k charge for the one-time IEC CISPR Seattle meeting in 2010 is included in this result)

12. Close of meeting

The meeting adjourned at 2:30 pm

AI23: Jerry to consolidate action items from all lists! (Below)

The members present were:

ACIL – Bill Stumpf
 Alcatel – Lucent – Dheena Moongilan
 ARRL – Ed Hare
 Bureau Veritas – Mairaj Hussain
 Dell, Inc. – Richard Worley
 ETS Lindgren – Janet O’Neil
 FCC – Bill Hurst
 FDA – Jeff Silberberg
 ITIC – John Hirvela
 IEEE – Don Heirman
 EMC Society – Stephen Berger
 Motorola – Tom Knipple
 Motorola – Scott Isabel
 NIST – Dennis Camell
 Samsung Telecommunications – Kendra Green
 SAE – Poul Andersen
 Sony Ericsson – Gerard Hayes
 SPAWAR – Dave Southworth
 TIA – Stephen Whitesell
 TCB Council – Art Wall
 TUV America – David Zimmerman
 UL – Mike Windler
 US DOD Joint Spectrum Center – Marcus Shellman
 Dan Hoolihan – Vice Chair
 Ralph Showers – Member
 Warren Kesselman – Member Emeritus
 Bob Hoffman - Member Emeritus
 Jerry Ramie – Secretary
 Mike Kipness – Secretariat
 Joe Morrissey – SC8 Chair (by telephone)

Action Items from April, 2009 Main Committee meeting and previous open action items:

Master Action Item List

| Action Item # | Subject | Responsible Person | Status | Deliverable Date | Comments |
|----------------------|---|---------------------------|---------------|-------------------------|-----------------|
| 09-1 | <p>C63.12 – EMC Limit setting – Don Heirman reported that there was no action taken in C63® in regards to ballot resolution of C63.12 reaffirmation. C63.12 will be withdrawn by ANSI in 12/2009 if no action is taken. The results from the Initial Reaffirmation Ballot contained 1 negative.</p> <p>2 action items were recorded 07-03/013, and 07-03/014</p> <p>Action Item 07-03/013 – Dr. Showers to resolve the negative and continue the reaffirmation by running a recirculation – contents of recirc to include rebuttal of the</p> | Kipness | Open | 4/21/2009 | 07-03/013 |

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| | negative only. | | | | |
| 09-2 | Secretary to conduct recirculation upon receipt of material from Dr. Showers | Kipness | Open | 4/21/2009 | 07-03/014 |
| 09-3 | New Pins for C63.16 as a guide will be assigned to SC5, with Bill Rhoades as working group chair. SC5 will also be responsible for the makeup of the working group. Steve Whitesell made the motion. Vote – Approved (Unanimously) An action item 07-03/017 was recorded. *Note: Sponsor Subcommittee 5 (as this was an immunity test) will also determine who will be the working group Vice Chair. Action Item 07-03/017 - Ed Hare (SC5) – submit new PINS on or before next meeting | Ed Hare, ad hoc group | Open | 4/21/2009 | 07-03/017 |
| 09-4 | SC chairs to verify the information on the web site is correct | SC Web coordinators | Open | 6/30/2008 | 08-04/13 |
| 09-5 | Secretary to send Passwords to SC chairs so they can login. There should be a Zip file of PDFs of the PINS-C. (Action 08-04/12 | Ed Hare | Open | 6/30/2008 | 08-04/14 |
| 09-6 | secretary to send new PINS to webmaster for posting | Ad Hoc committee | Open | 6/15/2008 | 08-04/15 |
| 09-7 | The chair presented a slide presentation in attachment 16 which was given to the representatives of the FCC's Office of Engineering and Technology and Wireless Telecommunications Bureau on 8 April 2008. The presentation was to introduce the WTB in particular to what C63® is as in the past we only interacted with OET. The presentation was well received. It was then suggested that the slides be posted on the web site as well. | Heirman to forward to Hare | Open | 6/30/2008 | 08-04/18 |
| 09-8 | all subcommittee coordinators to come up with plan (format, contacts, etc....) for supplying documents to the webmaster | Ed Hare SC 1 - Dennis Camell SC 2—Chris Dilay SC 3—Ed Hare SC 5—Ed Hare SC 6—Victor Kuczynski SC 7—Steve Berger SC 8—Joe Morrissey | Open | 6/1/2008 | 08-04/19 |
| 09-9 | prepare a motion on the 5-member issue at the next C63® meeting for committee approval | Hoolihan, committee to vote | Open | 10/1/2008 | 08-04/20 |
| 09-10 | 10.1. Fourth Anniversary Standards – add anniversary list as attachment | Secretary | Closed recurring | 6/15/2008 | 08-04/21 |
| 09-11 | 10 years or older add anniversary list as attachment 16 as attachment 15 | Secretary | Recurring | 6/15/2008 | 08-04/22 |

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| 09-12 | Subcommittee chairs to get their subcommittee news input as to what happened at this meeting to Warren | Subcommittee chairs | Recurring | 5/15/2008 | 08-04/23 |
| 09-13 | Mike Windler was given an action item to prepare text for the responsibilities of primary and alternate representation on ASC C63R | Heirman & Mike Windler to prepare representation responsibilities | Open | 4/21/2009 | 08-10/01 |
| 09-14 | C63.11-Checklists, Secretary sent request to IEC and IEC instructed him to contact ANSI. Secretary asked IEC to double check but IEC still insisted this goes to ANSI. Secretary. Secretary then sent a request to Charlie Zegers, the USNC General Secretary. at AN and need to follow up as AI to get status of request. | Secretary to follow up with Mr. Zegers on getting permission to use IEC standards used in the checklist | Open | 4/21/2009 | 08-10-07 |
| 09-15 | C63.19 – Hearing Aid Compatibility—Morrissey – revision process, ballot process target date March 2009 | Morrissey to complete revision to ballot by March 2009 | Open | 3/31/2009 | 08-10-13 |
| 09-16 | find out who is downloading or purchasing ASC C63R standards from the IEEE web site, including site licenses, individual copies and EMC collection | Secretary to find out who is downloading or purchasing ASC C63® standards from the IEEE web site | Open | 4/21/2009 | 08-10-14 |
| 09-17 | C63.22 – Guide for Automated EMI Meas. There is no activity on document. | Secretary to find out what stage the standard is in its life cycle. | Open | 4/21/2009 | Needs re-affirmation 08-10-15 |
| 09-18 | C63.23 – Measurement Uncertainty –Windler indicated that the goal is to complete draft by end of summer 2009 | Windler/DeLisi to complete first draft by the end of the year | Open | 12/31/2008 | 08-10-16 |
| 09-19 | C63.24 – In situ immunity testing-Hare – Morrissey – closely related to C63.18. Target date Feb 2009. | Morrissey to have draft available for balloting by July 2009 | Open | 2/28/2009 | 08-10-17 |
| 09-20 | SC6: Laboratory Accreditation-Fischer – outstanding items on copyright not resolved yet. | Fischer to resolve copyright issues with the IEC on use of IEC standards in the C63R checklists | Open | 4/21/2009 | 08-10-19 |
| 09-21 | Plans for updating C63® procedures | Windler to document the process and policies for handling external communications so that it is clear how C63® communicates on behalf of its members to non members and what approvals are needed if any. | Open | 4/21/2009 | 08-10-22 |
| 09-22 | Newsletter – Kesselman needs input from SC chairs and Chair for the next Newsletter. This is due in 30 days from this meeting. | Subcommittee chairs to provide Kesselman with short report of their activities by end of November. | Recurring | 11/31/2008 | 08-10-25 |
| 09-23 | Secretary to post approved 10/08 minutes on C63® website | Secretary | Closed | 5/7/09 | AI-1 |
| 09-24 | Secretary to include Patent Slides as an attachment to the minutes. | Secretary | Closed | 5/14/09 | AI-2 |

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| 09-25 | Windler to send fee slides to Secretary for posting | Windler | Closed | 5/15/09 | AI-3 |
| 09-26 | Northwest EMC to be added to membership roster. | Ed Hare | Open | 5/30/09 | AI-4 |
| 09-27 | Camell to forward Presentation to the Secretary for inclusion in the minutes. | Camell | Closed | 4/23/09 | AI-5 |
| 09-28 | Shellman to send slides to secretary for inclusion in minutes. | Shellman | Closed | 4/23/09 | AI-6 |
| 09-29 | Windler to forward C63.23 status slides to the Secretary. | Windler | Closed | 4/23/09 | AI-7 |
| 09-30 | Windler to forward C63.25 status slides to Secretary for inclusion in the minutes. | Windler | Closed | 4/23/09 | AI-8 |
| 09-31 | The Chair asks each Member to present in one slide any EMC activity in your organization that might require Standardization | Each member | Open | 5/30/09 | AI-9 |
| 09-32 | Windler to provide PINS for C63.25 | Windler | Closed | 4/23/09 | AI-10 |
| 09-33 | All members to check status of their relevant PINS before October, 2009 meeting | Each member | Open | 9/30/09 | AI-11 |
| 09-34 | Ed Hare to send passwords to the C63® reflector to allow members access. | Ed Hare | Open | 5/30/09 | AI-12 |
| 09-35 | Windler to forward SC1 membership slides to Secretary for inclusion in the minutes | Windler | Closed | 4/23/09 | AI-13 |
| 09-36 | Shellman to forward SC2 membership slides to Secretary for inclusion in the minutes. | Shellman | Closed | 4/23/09 | AI-14 |
| 09-37 | Kuczynski to forward SC6 membership slides to Secretary for inclusion in the minutes | Kuczynski | Closed | 5/21/09 | AI-15 |
| 09-38 | C63® members to provide Morrissey any changes in the polling process. | C63® members | Open | 9/30/09 | AI-16 |
| 09-39 | Hurst to forward slides to Secretary for inclusion in the minutes | Hurst | Closed | 4/23/09 | AI-17 |
| 09-40 | Jerry Ramie will populate the new Standards Status spreadsheet provided by Windler | Jerry Ramie | Open | 6/30/09 | AI-18 |
| 09-41 | Jerry Ramie will refresh the Status of Published Stds. web site | Jerry Ramie | Open | 6/30/09 | AI-19 |
| 09-42 | Secretary to work with Shannon to replace all ™ with ® on the web site. | Jerry Ramie | Open | 6/30/09 | AI-20 |
| 09-43 | Heirman to provide workshop slides to the Secretary for inclusion in the minutes | Heirman | Closed | 5/14/09 | AI-21 |
| 09-44 | Do members want a workshop on Friday after the NIST meeting? | Each Member | Open | 6/30/09 | AI-22 |
| 09-45 | Secretary to consolidate action items from all lists | Secretary | Closed | 5/7/09 | AI-23 |
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Attachments

| Action Item# | Attachment | Responsible Person | File Name | Deliverable Date | Comments |
|---------------------|-------------------|---------------------------|--|-------------------------|-----------------|
| 9-24 | Patent slides | Secretary | pat-slideset | 4/23/09 | |
| 9-25 | Fee slides | Windler | C63_MEMBERSHIP_May_15_09 | 5/15/09 | |
| 9-27 | C63.5 status | Camell | C63.5 update_Oct08 | 4/23/09 | |
| | C63.10 Ed. 2 PINS | Wall | PINS-C63-10Ed2-- 4-20-09 | 5/27/09 | |
| 9-28 | C63.14 status | Shellman | ASC C63 SC-2 Status Report to Parent Committee (23 April 2009) (Slide 5) | 4/23/09 | |
| 9-29 | C63.23 status | Windler | C63.23 Update – Edition 1. | 4/23/09 | |
| 9-30 | C63.25 status | Windler | C63.25 Working Group Update - April 2009 | 4/23/09 | |
| 9-32 | C63.25 PINS | Windler | PINS-Licensed transmitters 4-21-09 | 4/23/09 | |
| 9-35 | SC1 membership | Windler | Attachment E - SC 1 Membership Roster | 4/23/09 | |
| | C63.26 PINS | Windler | PINS-ANSI C63.26 - wireless devices test procedures | 5/27/09 | |
| 9-36 | SC2 membership | Shellman | ASC C63 SC-2 Status Report to Parent Committee (23 April 2009) | 4/23/09 | |
| | SC3 Report | Anderson | 2008-10_C63_SC3_Report | 4/23/09 | |
| | SC5 membership | Hare | SC5 membership roster_4_2009 | 4/23/09 | |
| 9-37 | SC6 membership | Kuczynski | C63 SC6 Summary April 2009 | 5/21/09 | |
| | SC8 membership | Windler | C63 main (SC8 4-23-09) | 4/23/09 | |
| 9-39 | FCC slides | Hurst | FCC Status Rpt April 2009 | 4/23/09 | |
| 9-43 | Workshop slides | Heirman | Report of C63 workshops | 5/14/09 | |
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