



**ASC C63® SC5: Immunity Testing and Measurements**  
**Approved Minutes for Tuesday, April 29, 2014**  
**ETS-Lindgren, 1301 Arrow Point Drive, Cedar Park, TX 78613**

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**Call to Order and Attendance**

Vice Chair Ed Hare called the meeting to order at 3:17 pm. Chair Steve Whitesell was not able to attend in person, but did participate via WebEx. An attendance sheet was circulated for sign in. A quorum was present with 11 of 14 members in attendance.

The following SC5 members were present:

Steve Whitesell (Chair)	Don Heirman
Ed Hare (Vice Chair)	Dan Hoolihan
Jerry Ramie (Secretary)	Rick Lombardi
Poul Andersen	Jeff Silberberg
Stephen Berger	Dave Zimmerman
Andy Griffin	

The following SC5 members were not present:

Masud Attayi	David Schaefer
Victor Kuczynski	

The following observers were also in attendance:

Chris Dilay	Michael O'Dwyer
Beth Hackett	Dave Southworth
Richard Kautz	

**Opening Business**

The Vice Chair reviewed the draft agenda and asked if there were any additions or changes. There were none. The agenda was approved by consensus.

The Vice Chair displayed and reviewed the IEEE Patent related slides and other guidelines for the conduct of meetings. He asked if there was anyone aware of essential patents that should be made known. No one spoke up. He also asked if everyone understood the content of the slides. There were no requests for further explanation.

The Vice Chair presented the fee schedule for participation in C63® standards work and reminded all in attendance of the need to pay their participation fees.

The Vice Chair reviewed the draft minutes from the previous meeting and asked if there were any additions or corrections. Don Heirman moved to approve the minutes as presented. Dan Hoolihan seconded, and the motion was unanimously approved.

**Review of Membership and Leadership**

The Chair indicated he had been in contact with SC5 members who had missed several meetings in recent years to determine their interest in continued participation. Two of them, Bob Hofmann and Werner Schaefer, indicated their interests in other areas did not allow time for active SC5 participation and that they wished to be dropped from the membership roster. They were thanked for their past service and invited to apply for membership again if their interests change in the future. With those changes, the list of individuals shown in Annex A was proposed as the SC5 membership list. Don Heirman moved that this list be presented to the Main Committee for approval. Poul Anderson seconded the motion, and it was unanimously passed.

The C63.16 and C63.24 WG rosters as posted on the C63 web site were displayed. The C63.9 and C63.15 standards are also the responsibility of SC5 but do not have active Working Groups (see Working Group Reports below).

### **Duties and Scope**

Dan Hoolihan noted that the Scope, Duties, and Membership of the Subcommittee are to be reviewed by the Consensus Body annually. In the discussion that followed, it was pointed out that the four Working Groups represent the “duties” of the Subcommittee and that reports on each are scheduled as agenda items. Jerry Ramie moved, seconded by Ed Hare, that C63.16 and C63.24 WG rosters be presented to the Main Committee. The motion passed, but Mr. Hoolihan requested that his negative vote be recorded.

The current SC5 scope as shown below was presented for review:

Subcommittee 5 is responsible for developing and maintaining new and existing standards for immunity testing techniques and associated instrumentation as requested by the Main Committee ANSI ASC C63®.

The Chair stated the scope had been updated last year and he believed no further changes were needed. Mr. Hoolihan moved, seconded by Mr. Heirman, that the scope as presented be forwarded to the Main Committee for approval. There was unanimous approval.

### **Working Group Reports**

C63.9 (Immunity of Audio Office Equipment) – This Standard was published in 2008. WG Chair Stephen Berger reported there was a reaffirmation ballot in 2013 that passed, but there was a disapprove vote accompanied by several comment and an additional comment with one of the approve votes. After discussion with ANSI, a decision was made to submit the document for a recirculation ballot that closed on April 11. While no substantive changes can be made in a reaffirmed document, Andy Griffin will work with Pat Roder to see about fixing simple typos he identified. A broken clickable link in the document is also to be fixed. Andy should submit his substantive changes to SC5 with a recommendation to revise the document.

C63.15 (Immunity of Electrical and Electronic Equipment) – This Recommended Practice was inherited from SC1 after being published in 2010 and will come up for its five-year review in 2015. Don Heirman, the previous WG Chair, offered to prepare a PINS-C to provide ideas for moving forward and agreed to lead this effort.

C63.16 (ESD Testing Guide) – Steve Whitesell is serving as Chair of an active WG that is meeting every 3 to 4 weeks via web conferences. Good progress has been made since the middle of last year, with several unique test methods being added. We had hoped to have the document ready for ballot by this meeting but didn't make it. Plan now is to get it out for ballot prior to the fall meeting. Mr. Whitesell is to prepare an updated PINS for C63.16 to reflect the new and revised material in the draft. Furniture ESD simulation has been deleted.

C63.24 (In Situ Immunity Evaluation) – There is a WG chaired by Stephen Berger attempting to revise the draft of this document to accommodate comments provided by Dave Schaefer. Mr. Burger noted the lack of progress in this regard but indicated he hoped to see substantial progress in the next month. A status update is to be provided. Mr. Schaefer indicated he believes the document needs a major make-over

### **Other Old Business**

Issues with Immunity Testing in ANSI-C12.1 – Jerry Ramie reported that the document with its poorly written tests had been reaffirmed for another five years. However, C12.1 has assigned a writing group to fix the bad tests by October 2014.

Review of Immunity Limits in C63.12 – SC3 Chair Poul Andersen had requested SC5's help in reviewing the immunity table limits in C63.12 and in suggesting any new immunity test procedures. SC5 Chair Steve Whitesell provided input for the immunity limits table that has been incorporated into the document.

Criteria for Continuation of Membership – Steve Whitesell reported that he and Poul Andersen had been charged by the Steering Committee to review and make proposals for continuation of membership criteria at all three levels within C63. This has been done, including an email survey of Steering Committee members regarding the existing criteria. There is a desire to keep the criteria unchanged for the Main Committee level. There is a consensus that at the SC and WG levels the criteria should be that membership is lost if an individual misses three meetings in a row. However, in keeping with Mr. Andersen's suggestion of "uniformity with flexibility," the Chair should be able to exercise judgment in allowing excused absences that do not count toward the three-in-a-row criteria. The information on the membership application form indicates a 50% attendance requirement and needs to be updated. WebEx participation should be counted as valid attendance at the SC and WG level.

### **New Business**

There was no new business.

### **C63 Web Site Update**

Web content manager Jerry Ramie requested that SC and WG chairs police their sections of the C63® website for errors or omissions and report them for correction.

### **Action Item Review**

#### **Old Items**

All action items from the previous meeting have been completed except for the following:

1. Stephen Berger and Dave Schaefer to review Schaefer's suggestions for C63.24 document, revise draft, and circulate for two-week electronic Subcommittee ballot when ready. [AI-7]

#### **New Items**

1. Andy Griffin to work with Pat Roder to fix simple typos in C63.9 and submit info to SC5 on substantive revisions needed to the document. [AI-14]
2. Don Heirman to prepare PINS-C to provide ideas on ways to move forward with revision of C63.15 and to lead this effort. [AI-15]
3. Steve Whitesell to update PINS for C63.16 to reflect new or revised material in the draft. [AI-16]
4. Stephen Berger to provide status update on C63.24. [AI-17]
5. Steve Whitesell to provide status update on C63.12 limits table when C63.16 revision work becomes stable. [AI-18]

### **Next Meeting and Adjournment**

The next C63 meeting will be November 10-13, 2014 in Mesa, AZ. SC 5 will probably meet on Tuesday, November 11.

The meeting was adjourned at 4:14 pm.

Annex A  
SC5 Membership List

Leadership:

Steve Whitesell, Chair  
Ed Hare, Vice Chair  
Jerry Ramie, Secretary

Members:

Poul Andersen  
Masud Attayi  
Stephen Berger  
Andy Griffin  
Don Heirman  
Dan Hoolihan  
Victor Kuczynski  
Rick Lombardi  
David Schaefer  
Jeff Silberberg  
Dave Zimmerman