



ASC C63[®] SC5: Immunity Testing and Measurements
Approved Minutes for Tuesday, November 11, 2014
Compliance Testing LLC, 1724 S Nevada Way, Mesa, AZ 85204

Call to Order and Attendance

Chair Steve Whitesell called the meeting to order at 3:06 pm. An attendance sheet was circulated for sign in. A quorum was present with 11 of 14 members in attendance. There were also 8 observers.

The following SC5 members were present:

Steve Whitesell (Chair)	Don Heirman
Ed Hare (Vice Chair)	Dan Hoolihan
Jerry Ramie (Secretary)	Victor Kuczynski
Poul Andersen	David Schaefer
Stephen Berger	Jeff Silberberg
Andy Griffin	

The following SC5 members were not present:

Masud Attayi	Dave Zimmerman
Rick Lombardi	

The following observers were also in attendance:

Ken Carrigan	Dheena Moongilan
Chris Dilay	Marcus Shellman
Michael Duncanson	Derek Walton
Beth Hackett	Tom Wojtaszek

Opening Business

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

The 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 Chair indicated the meeting participation fee slide had been discussed in other meetings and would not be addressed again unless there were any questions. No questions were raised.

The 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. Ed Hare seconded, and the motion was unanimously approved.

Review of Membership and Scope

The Chair announced that there had been no changes in membership since the previous meeting. He stated that the scope of the Subcommittee is essentially to deal with C63[®] immunity-related documents.

Working Group Reports

C63.9 (Immunity of Audio Office Equipment) – The Standard, published in 2008, was originally developed to address RF interference caused by cell phones with conference speakerphones. There was also an incident in which Congress was forced to adjourn because of interference with its PA system. 30 V/m is the recommended test level. WG Chair Stephen Berger reported that the process of reaffirming the

document is now complete, with confirmation that final action was taken by ANSI on October 16, 2014. However, several comments were received from Cisco (Andy Griffin) during the reaffirmation ballot. Although the reaffirmation process does not allow substantive changes to be made to a document, the comments were retained for consideration in a possible future revision. The ensuing discussion suggested that such a revision project be kicked off, and Andy Griffin volunteered to be Chair of the Working Group. Andy moved, seconded by Dan Hoolihan, to proceed with a revision of C63.9. The motion passed by voice vote. Andy will form the Working Group and develop a PINS for the project.

C63.15 (Immunity of Electrical and Electronic Equipment) – This Recommended Practice was inherited from SC1 after being published in 2010 and is now up for its five-year review. Don Heirman prepared a PINS-C identifying possible items to be addressed in a revision. They include updating of references, adding a test report template, reviewing the acceptance/performance degradation criteria checking if the test equipment and TEM information is still adequate, reviewing the tutorial information in Annex A, and consideration for adding guidance on reverberation testing. Don moved to proceed with the work. The motion was seconded by Ed Hare and passed by voice vote. Don has agreed to lead the effort, which he indicated will get started in the next six months and should be completed a year later.

C63.16 (ESD Testing Guide) – Steve Whitesell is serving as Chair of the WG that is nearing completion of its effort on revising this Guide, which will include several unique testing methods not covered by current ESD testing standards. Although the content of the document will differ considerably from that which was envisioned when the project was initiated and its PINS created, we have learned that ANSI does not require a revised PINS be submitted unless the list of identified stakeholders is substantially changed, which is not the case. This information has been passed on to the Steering Committee for its consideration in adopting uniform procedures for C63[®] regarding PINS revision. Work on the project is expected to wrap up in the next month or two and then proceed via an email process for recommendation to the Main Committee that the document be submitted for ballot.

C63.24 (In Situ Immunity Evaluation) – A WG chaired by Stephen Berger was charged with revising the draft of this document to accommodate comments provided by Dave Schaefer, but no progress has been made. Dave feels the document still needs “significant work” but he has been unable to devote time to revising the text to address his concerns. Steve W asked if there was any real interest in proceeding with this project or if it should be dropped. Steve B suggested putting the document out for ballot in its present state to move the process forward since any comments received without proposed alternative text would be rejected. Ed Hare indicated he felt putting out a document that was not ready was not a good idea. There was some support expressed for continuing the project, but no one volunteered to take on the necessary work. The Chair announced that he will circulate the existing draft and the comments that have been received on it to the C63[®] membership with a request for volunteers to further refine the document. If such volunteers are found, they will be expected to move forward in completing the task. If not, the project will be cancelled.

Other Old Business

Criteria for Continuation of Membership – The Chair reported that the Main Committee voted at the May 2014 meeting to accept the proposed criteria for continuation of membership that he and Poul Andersen had drafted. The criteria for Subcommittees and Working Groups are shown below and allow for remote participation via web conference. SC5 and its WGs will operate under these criteria. Note that WGs have some leeway in modifying or adopting additional criteria. If they choose to do so, the specific changes being made need to be documented and provided to all WG members and potential members. SC5 should also be made aware of any such changes. The criteria are as follows:

“For an individual to remain a voting member of a Subcommittee, active participation in Subcommittee meetings and voting on Subcommittee email votes is required. Failure to participate in three consecutive meetings (in person or remotely via web conference (when used)) or respond to two consecutive technical votes may place your membership at risk.”

“For an individual to remain a member of a Working Group, active participation is required. Failure to participate in three consecutive scheduled meetings (in person or via web conference

(when used)) may place your membership at risk. Individual Working Groups may establish additional participation criteria and/or modify this requirement.”

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. Steve Whitesell to provide status update on C63.12 limits table when C63.16 revision work becomes stable. [AI-18]

New Items

1. Andy Griffin to form Working Group for revising C63.9-2008 (R2014) and provide PINS for approval by the next meeting. [AI-19]
2. Don Heirman to form Working Group to address items identified in PINS-C presented at November 2014 meeting and draft an appropriate PINS for revising C63.15-2010. [AI-20]
3. Steve Whitesell to send out existing draft of C63.24 and comments that were received on it from Dave Schaefer to all C63 members with a request for volunteers who are willing to take on the task of further refining the document. [AI-21]

Next Meeting and Adjournment

The next C63 meeting will be May 4-7, 2015, location TBD. SC 5 will probably meet on Tuesday, May 5.

The meeting was adjourned at 3:53 pm.