



Accredited Standards Committee C63®

Electromagnetic Compatibility

Subcommittee 3: International Standardization

Chair: Don Heirman

Vice Chair: Werner Schaefer

Secretary: Jerry Ramie
(non-voting)

2/7/18; 1:30 PM – 3:30 PM - EST
Webinar

Approved Meeting Minutes

1. **Call to Order: Chair** - The meeting was called to order at 1:30PM-EST
 - 1.1 **Announcements: Chair** - This is our first meeting this year, so we will review/approve our Scope and Duties. (if quorum is achieved) We will meet four times per year going forward.
 - 1.2 **Meeting logistics announcements: Host**
 - 1.3 **Introductions: Secretary** – roll call (insert attendee names) Dave Arnett (a), Jerry Ramie, Don Heirman, Ernesto Mendoza, Doug Kramer, Horia Popovici, Mike Cibulka, Vladimir Bazhanov, Bob Hofmann, Craig Fanning, Nate Potts,
2. **Approval of the Agenda: Secretary** - The Agenda was approved by acclamation.
 - 2.1 **Approval of the previous Minutes** - [Minutes of the previous meeting](#) The previous Minutes were reviewed and [approved](#) by acclamation.
 - 2.2 **Review of the [patent slides](#)** - The patent slides were shown and all in attendance agreed to abide by their terms. No patent issues were raised.
3. **Review of [Subcommittee Membership](#)** - **Secretary** - Report any errors to the Secretary ([SC3 membership roster](#) from the website is shown below)

Subcommittee 3 Membership Roster

Name	Role within Subcommittee 3	Affiliation
Berger, Stephen	Chair Subcommittee 8	TEM Consulting
Chen, Zhong	Chair Subcommittee 1	ETS-Lindgren
Vladimir Bazhanov	Chair Subcommittee 7	VB Laboratory Services, LLC
Griffin, Andy	Member CISPR/H Technical Advisor	CISCO Systems
Hare, Ed	Member	ARRL
Heirman, Don	Chair; Past Chair CISPR; CISPR/A Deputy Technical Advisor	Don HEIRMAN Consultants
Hodes, Harry	Member	Bay Area Compliance Laboratories Corp.
Hoolihan, Dan	Chair C63®	Hoolihan EMC Consulting
Klinger, Jeff	Member	Compatible Electronics
Long, Randy	Chair Subcommittee 6	ANSI-ASQ National Accreditation Board dba L-A-B
Popovici, Horia	Member	Innovation, Science and Economic Development Canada
Potts, Nate	Member	Keysight Technologies
Samoto, Mits	Member	Liberty Labs Asia? (write a note to Mits)
Schaefer, Werner	Vice Chair CISPR/A Technical Advisor	Schaefer Associates

Dilay, Chris	Chair Subcommittee 2	DOD – SPAWAR
DeLisi, Bob	Chair Subcommittee 4	UL LLC
Non-Voting Members		
Arnett, Dave	Liaison Member CISPR/I Technical Advisor	HP
Fanning, Craig	Liaison Member CISPR/D Technical Advisor	Elite Electronic Engineering
Hofmann, H.R. (Bob)	Emeritus Member	Hofmann EMC Engineering
Jones, Steve	Liaison Member	FCC Laboratory
Mahn, Terry	Liaison Member CISPR/B Technical Advisor	Fish and Richardson
Cibulka, Michael	Liaison Member TC77 & SC77B Technical Advisor	Rockwell Automation
Mendoza, Ernesto	Liaison Member CISPR/F Technical Advisor	Philips Lighting Electronics NA

AI-72: Jerry to send note to Mits Samoto regarding his affiliation.

Membership Criteria

There are two classes of membership: regular members and liaison members.

Regular Members:

For regular membership consideration, applicants are required to attach a resume to the application form highlighting their expertise in electromagnetic compatibility and the type of contributions they can provide of interest to Subcommittee 3. Subcommittee membership requires Subcommittee approval and a C63® vote and, if approved, notice of acceptance will be sent to the applicant. For name and address of the Subcommittee Chair and for Subcommittee projects, please see the Subcommittee listings on the C63® web site at www.C63.org

Membership Guidelines for Subcommittees:

*For an individual to remain a voting member of a Subcommittee, active participation in Subcommittee meetings and regular responses to Subcommittee email votes is required. Should a member fail to attend at least one of three consecutive scheduled meetings (in person or remotely via web conference (when used)) or respond to at least one of every two consecutive Subcommittee email votes, their membership in that Subcommittee may be at risk. **Non-voting members are urged to be present or on webinars but do not have to strictly adhere to the above guidelines that voting members have to follow.***

Note: Abstentions shall be treated the same as a “yes” or “no” vote regarding the requirement to respond to email votes.

Liaison Members:

Liaison members are non-voting members. The liaison members of Subcommittee 3 consist of the technical advisors (TAs) and deputy technical advisors (DTAs) of the IEC USNC TAGs which have as their main scope EMC topics. These members are approved by the regular members of the subcommittee and the parent committee as noted for regular members. Should the need arise to include additional liaison members during the year (in addition to those included on the SC membership list approved at the first C63® meeting of the year) as a result of special circumstances (i.e., the individual can contribute significantly to the work of the Subcommittee), liaison membership may be granted after approval by the Regular Members of the Subcommittee and a parent committee vote. .

NOTE: Fees for membership, meetings, and other costs are covered in the general fee structure on the C63® web site. Liaison members will not have a regular membership fee but may be charged a meeting fee to offset meeting expenses.

3.1 Members at Risk? - in red below:

Full Name	4/29/14	11/11/14	5/5/15	11/10/15	2/18/16	5/10/16	9/7/16	11/7/16	5/10/17	8/21/2017	11/9/17
Berger, Stephen											x
Chen, Zhong		x									
Bazhanov, Vladimir					x	x	x	x	x	x	x
Griffin, Andy	x	x		x	x	x		x		x	x
Hare, Ed	x	x		x			a	x	x		x
Heirman, Don	x	x	x	x	x	x	x	x	x	x	x
Hodes, Harry								x	x		
Hoolihan, Dan	x	x	x	x		x			x		x
Klinger, Jeff								x	x	x	x
Long, Randy			x	x		x		x			x
Popovici, Horia										x	x
Potts, Nate		x				x			x	x	x
Samoto, Mits								x	x		
Schaefer, Werner						x			x		
Dilay, Chris	x	x	x	x		x			x		x
Wall, Art									x		
Arnett, Dave				x		x	x				
Fanning, Craig				x	x	x	x	x	x	x	x
Hofmann, H.R.					x				x		x
Mahn, Terry					x						
Cibulka, Michael						x		x	x	x	x
Mendoza, Ernesto									x	x	
Ramie, Jerry	x	x	x	x	x	x	x	x	x	x	x

Zhong Chen is "at risk." AI-73: Jerry to send "thank you" note to Zhong Chen. AI-74: Jerry to add Doug Kramer to SC3 roster & attendance log. AI-75: Jerry to send link to the Application for Membership form to Ernesto.

3.2 Consideration of new members? [Application for C63® Subcommittee Membership](#)

3.3 Approval of [Scope and Duties](#) (This meeting only) (Report approval or any changes to the Main Committee)

SC3 International Standardization

Scope

Subcommittee 3 provides a forum for comparing international standards activities to ASC C63® membership standards activities and makes recommendations to the C63® Main Committee on possible US positions on international EMC matters, to facilitate harmonization of national and international standards, considering US regulatory as well as commercial requirements. Subcommittee 3 may make recommendations to the C63® Main Committee about introducing the work of C63® to the US National Committee Technical Advisory Groups for submission to international standards committees.

Duties

SC 3 shall review international EMC standards for technical issues that may affect C63® membership standards development. These reviews may lead to recommendations for action by C63® to promote harmonization of C63® standards with international standards. Via the SC 3 liaison representatives of the USNC TAGs for international standards organizations with EMC activities (e.g., CISPR, TC77, ISO), information is shared in both directions with the following expectation:

To take action in the form of recommendations to the parent committee (C63®) of possible US positions on international EMC matters with the focus of striving for harmonization of national and international standards, considering US regulatory as well as commercial requirements. Conversely,

recommendations can be made to the parent committee for introducing the work of C63® to the USNC TAGs.

Maintain ANSI C63.12 - American National Standard Recommended Practice for Electromagnetic Compatibility Limits and Test Levels. This is the subcommittee's only standard to maintain.

General Tasks:

1) For each PINS already in force or newly-prepared by C63® or its subcommittees, SC 3 shall prepare a statement on the relation of the proposed or existing standard to existing international standards or those in development.

2) When requested by the parent committee to review a specific C63® member standard, SC 3 shall prepare a statement on the relation of the proposed or existing member standard to existing international standards or those in development.

3) In cases where harmonization with an international standard is not considered appropriate, SC 3 shall summarize the differences in technological applications, government regulations, or practical considerations that justify differences between US standards and international standards.

4) SC 3 shall make recommendations to C63® regarding which international standards should be adopted directly as US national standards.

5) SC 3 may recommend to C63® that the standards work of C63® be used as input (via the liaisons with the USNC TAGs) to appropriate international standards for which the liaison members are responsible.

AI-76: The Secretary will send a statement to the entire SC3 Membership that our report to the Main Committee will indicate that the above text was approved. The (edited) Membership roster was reviewed and was also approved.

3.3 Election of [Officers](#) (as required)

4. Status of C63 Standards -

4.1 C63.12-2015 - Heirman - Is the Status matrix correct? (yes)

4.2 Current documents under consideration

Publication status of the C63 documents below to determine the appropriate time to review in more depth their content with that of international equivalents to lead to harmonization where possible.

Status of C63® Standards with possible input to CISPR/TC77 via US National Committee TAG

ASC-C63® Standard	Publication status
C63.2 (Schaefer)	Published in 2016
C63.4 (Heirman)	Published in 2014; PINS was approved by C63 for next edition at its last meeting (AI-77: Jerry to correct Matrix status text showing adoption of new C63.4 PINS)
C63.4a (Heirman)	Published 10/17/17
C63.5 (DeLisi)	2017 edition published
C63.9 (Heirman)	2008 edition; PINS approved. WG formulated for next

	next edition
C63.15 (Heirman)	In final editing for publication in first quarter of 2018.
C63.23 (DeLisi)	2012 edition current - not under revision (planned after C63.29, C63.30 & C63.31 are published)
C63.24 (Heirman)	New standard restarted (joint task with IEEE 473); common text and setups sought; other parts to be developed separately, possible coordination. First joint task with another SDO
C63.25 (Sigouin)	New standard under preparation
C63.26 (Wall)	2013 edition not under revision
C63.27 (Berger)	Published in 2017
Draft C63.28 (Dilay)	Discuss after publication
Draft C63.29 (Mendoza)	Discuss after publication
Draft C63.30 (Thul)	Discuss after publication
Draft C63.31 (Walton)	Discuss after publication

5. Comparison table

C63[®] Document	SC #	Subject	International Document
C63.2	SC1	Test Instrumentation	CISPR 16-1-1
C63.4	SC1	Measurements	CISPR 16-2-X; CISPR 16-1-4; CISPR 32
C63.5	SC1	Antenna Calibration	CISPR 16-1-6; SAE ARP 958; CISPR 16-1-4
C63.9	SC5	Office Equipment Immunity	IEC 61000-4-39
C63.10	SC4	Unlicensed Transmitters	ETSI Wireless requirements? (need SC4 member's help)
C63.15	SC5	Immunity	IEC 61000-4-x; CISPR 35
C63.16	SC5	ESD	IEC 61000-4-2; Whitesell to propose info to amend -2; ISO 10605; SAE J1113-xx Craig will help form the proposal.
C63.23	SC1	Uncertainty	CISPR 16-4-2; CISPR 16-1-4
C63.24 draft	SC5	Generic On-site Meas.	IEEE 473; CISPR 11; CISPR/B/672/DC (4/14/17) CISPR/B/700/DC (2/2/18)
C63.25	SC1	Test Site Validation	CISPR 16-1-4 (two freq. ranges under C63.25.x)
C63.26	SC4	Licensed Transmitters	ETSI wireless requirements AI-78: Jerry to sent Bob DeLisi these Mins for C63.10 & C63.26 content for reporting in May, DeLisi to be on SC3 roster & WebEx invitation list to replace Art Wall.
C63.27	SC7	Co-existence	IEC 62657-2
C63.28 draft	SC2	Best Practices	No equivalent; Further investigation needed
C63.29 draft	SC4	Lighting products	CISPR 15; Runway lighting under IEC 61827 AI-79: Horia to inquire with Ernesto re/ applicability of IEC 61827 in the US

C63.30 draft	SC4	Wireless Power Transfer Products	Draft amendments to CISPR 11, CISPR 14-1, CISPR 32; update to CISPR 12
C63.31 draft	SC4	ISM equipment (FCC MP-5)	CISPR 11; CISPR 14-1 induction cooking;

6. Other Old Business: Chair

6.1 Written reports - Written reports of this Subcommittee meeting shall be presented by the Subcommittee Chair at the Main Committee meeting. These reports shall be made using the [PowerPoint template](#). Prior to the Main Committee meeting, the [SC report](#) and [approved previous meeting minutes](#) shall be provided to the projectionist for showing on the screen at the Main meeting. The Presentation and any written report shall also be sent by the Subcommittee Chair to the ASC-C63® [Newsletter editor](#).

6.2 Coordination with SC2 for definitions - Before any Working Group draft can be submitted to the Main Committee, the document must be provided to the SC2 Chair for evaluation and coordination of the definitions used. In the case of SC3, the definitions in C63.12 have been submitted to SC2 before the publication of C63.12 which was in 2015. Don has sent a list to SC2.

7. New Business: Chair

Consider contribution to newsletters/magazines and any other international standard under development that is similar in scope to C63 standards.

8. C63.org website use and updates: Secretary - We normally post documents to the [SC3 protected area](#). If any SC or WG needs help with this posting, a Technical Secretary is available to assist.

9. Review of the Action Items: Secretary

9.1 Review of Action Items from previous meeting:

Consolidated Action Items from 11/9/17 Meeting of SC3

AI #	Task	Responsible party	Due Date	Status
AI-18:	Review anything that can be moved between C63.4 and CISPR32. Update Tolerance Table in CISPR 32 to take advantage of the work in the C63.4 working group. (Goal is to harmonize the table between C63.4 & CISPR 32) Consider the that EUTs greater than 2 meters in height must have NSA up to that height.	Dave Arnett Mark Arthurs	Next meeting	OPEN
AI-20:	Look at modulation in C63.9 with potential for introduction into SC77B through the US National Committee.	Andy Griffin	Next meeting	OPEN Unique test, possible in 61000-4-3? Modulation is not AM but more varied.
AI-21:	Review anything that can be moved between C63.15 and CISPR 35. Still to determine if there is any input from C63.15 that will assist in doing immunity measurements in CISPR 35. The use of information on instrumentation suggestions in C63.15 might be helpful in selecting adequate signal sources for radiated, conducted, ESD, etc. Document provided to Dave by Don.	Dave Arnett	Next meeting	OPEN

AI-22:	Develop a proposal for the US TAG for IEC/TC77B on adding new test techniques in C63.16 to update IEC 61000-4-2 Provide a list of changes with reasoning. See below: Comments will be revised to show intended text for George Hedrichs (Chair, MT12)	Mike Cibulka Whitesell	Next meeting	OPEN Whitesell to send replacement text
AI-22A:	Mike C to provide to a member of US TAG for SC77/B the US comments for consideration by SC77B MT12. Comments will now include the actual text as the proposed change. Note that the chair of MT12 is George Hedrichs	Mike Cibulka	Next meeting	Closed
AI-26:	Review CISPR 11, CISPR 14-1 & CISPR-32 for consideration for use in C63.30. Travis to see what is in CISPR 11, 14-1 on WPT for use as reference or in the opposite direction what is in these CISPR documents that can be used in C63.30. Horia noted that they're looking at CISPR 11 for WPT with EVs. CISPR 14-1 for IPT. Test site validation is the sticky point.	Travis Thul	Next meeting	OPEN on-going basis AI-80: Jerry to assure that Travis is on SC3 WebEx list
AI-27:	Review CISPR 11, 14-1 for consideration for use in C63.31. CISPR 11 totally addresses Industrial, Scientific, and Medical device emission tests, both radiated and conducted. Maybe Derek can list what is covered and not covered in CISPR 11 or in C63.31 so it is clear where we are and where the FCC MP-5 can be bolstered with the info from at least CISPR 11 and possibly 14-1 and 14-2 (if anything) Horia advocating for C63.4 test methods.	Derek Walton	Next meeting	OPEN AI-81: Jerry to assure Walton in on WebEx list for SC3
AI-36:	Supply note on progress of IEC 61000-4-3. What is happening between 1 & 6GHz? (immunity)	Andy Griffin	Next meeting	OPEN
AI-44:	Determine what information in ETSI standards might be helpful in the revision of C63.26. Also, what information in C63.26 might be presented to ETSI.	Steve Jones Bob DeLisi	Next meeting	OPEN
AI-46:	Confirm that there are no equivalencies of any standard with C63.28	Chris Dilay	Next meeting	Closed
AI-48	Provide more information on how CISPR-11 does measurements differently than FCC-MP5	Travis Thul Horia Popovici	Next meeting	OPEN AI-82: Horia to present this comparison content in spreadsheet and text form
AI-49:	Sort out any proposal from C63.31 that might be provided for CISPR 11, if any	Derek Walton	Next meeting	Closed
AI-51:	Review content on SC3 landing page , SC3 roster page and Standards Status Matrix .	All Members	Next meeting	Closed
AI-54:	Ernesto showed a presentation , he will check if older pre-heated fluorescents are still available, test method still needed?	Ernesto Mendoza	Next meeting	OPEN
AI-57:	Generate comparison table to summarize requirements from 1-6GHz. (emissions)	Andy Griffin	Next meeting	OPEN
AI-58:	Form WG with Andy, Zhong & Nate to identify a single calibration requirement. (Std. Site method in ANSI,	Bob DeLisi	Next meeting	OPEN re-insert on

	Section 5?)			News page
AI-62	Update Status of Stds matrix using new text in table in item 4 above.	Don and Jerry	Next meeting	Closed posted 12/21
AI-63:	Jerry to check affiliations of SC3 Membership roster above. (Mits Samoto still at Liberty Labs Asia?)	Jerry Ramie	Next meeting	OPEN corrected 9/2/17?
AI-64:	Jerry to check dates above (out of order) and send a letter to those at risk after today's meeting.	Jerry Ramie	Next meeting	Closed letter sent 12/19
AI-65:	Jerry to add add CISPR-11 to C63.24 in far-right column, draft to amend. is CISPR-B-672DC, closed 1/20/17	Jerry Ramie	Next meeting	Closed added 12/21
AI-66:	Jerry to remove "Antenna calibration site" in C63.25.1 row; remove "CISPR 16-1-5" in far right column.	Jerry Ramie	Next meeting	Closed removed 12/21
AI-67:	"Further investigation needed" to be added under C63.28-draft row at the right-hand column.	Jerry Ramie	Next meeting	Closed added 12/21
AI-68:	In C63.30 row show draft amendments for CISPR-11, 14-1 & 32, remove CISPR-11 reference in right column	Jerry Ramie	Next meeting	Closed added 12/21
AI-69:	Jerry & Dave to add a Generic agenda item for SCs addressing their needed coordination with SC3 & SC2	Jerry Ramie D. Zimmerman	Next meeting	Closed
AI-70:	Horia to send Arthurs a comment on the tolerance table under revision in CISPR-32	Horia Popovici	Next meeting	Closed
AI-71:	Don to send email to Arnett on taking material from C63.15 to compare w/ CISPR-35 or TC-77B	Don Heirman	Next meeting	Closed

9.2 Review of Action Items from this meeting: The Action Items from this meeting were shown and agreed upon.

10. Time and place of next meeting: Chair – **Thursday 3 May 8:00AM - 10:00AM EST Piscataway, NJ**

11. Closing remarks and Adjournment: Chair - The Chair thanked the attendees for their participation and adjourned the meeting at 3:25PM-EST

***** End of Meeting *****

Consolidated Action Items from 2/7/18 Meeting of SC3

AI #	Task	Responsible party	Due Date	Status
AI-18:	Review anything that can be moved between C63.4 and CISPR32. Update Tolerance Table in CISPR 32 to take advantage of the work in the C63.4 working group. (Goal is to harmonize the table between C63.4 & CISPR 32) Consider the that EUTs greater than 2 meters in height must have NSA up to that height.	Dave Arnett Mark Arthurs	Next meeting	OPEN
AI-20:	Look at modulation in C63.9 with potential for introduction into SC77B through the US National Committee.	Andy Griffin	Next meeting	OPEN Unique test, possible in 61000-4-3? Modulation is not AM but more varied.
AI-21:	Review anything that can be moved between C63.15	Dave Arnett	Next	OPEN

	and CISPR 35. Still to determine if there is any input from C63.15 that will assist in doing immunity measurements in CISPR 35. The use of information on instrumentation suggestions in C63.15 might be helpful in selecting adequate signal sources for radiated, conducted, ESD, etc. Document provided to Dave by Don.		meeting	
AI-22:	Develop a proposal for the US TAG for IEC/TC77B on adding new test techniques in C63.16 to update IEC 61000-4-2 Provide a list of changes with reasoning. See below: Comments will be revised to show intended text for George Hedrichs (Chair, MT12)	Mike Cibulka Whitesell	Next meeting	OPEN Whitesell to send replacement text
AI-26:	Review CISPR 11, CISPR 14-1 & CISPR-32 for consideration for use in C63.30. Travis to see what is in CISPR 11, 14-1 on WPT for use as reference or in the opposite direction what is in these CISPR documents that can be used in C63.30. Horia noted that they're looking at CISPR 11 for WPT with EVs. CISPR 14-1 for IPT. Test site validation is the sticky point.	Travis Thul	Next meeting	OPEN on-going basis AI-80: Jerry to assure that Travis is on SC3 WebEx list
AI-27:	Review CISPR 11, 14-1 for consideration for use in C63.31. CISPR 11 totally addresses Industrial, Scientific, and Medical device emission tests, both radiated and conducted. Maybe Derek can list what is covered and not covered in CISPR 11 or in C63.31 so it is clear where we are and where the FCC MP-5 can be bolstered with the info from at least CISPR 11 and possibly 14-1 and 14-2 (if anything) Horia advocating for C63.4 test methods.	Derek Walton	Next meeting	OPEN AI-81: Jerry to assure Walton in on WebEx list for SC3
AI-36:	Supply note on progress of IEC 61000-4-3. What is happening between 1 & 6GHz? (immunity)	Andy Griffin	Next meeting	OPEN
AI-44:	Determine what information in ETSI standards might be helpful in the revision of C63.26. Also, what information in C63.26 might be presented to ETSI.	Steve Jones Bob DeLisi	Next meeting	OPEN
AI-48	Provide more information on how CISPR-11 does measurements differently than FCC-MP5	Travis Thul Horia Popovici	Next meeting	OPEN AI-82: Horia to present this comparison content in spreadsheet and text form
AI-54:	Ernesto showed a presentation , he will check if older pre-heated fluorescents are still available, test method still needed?	Ernesto Mendoza	Next meeting	OPEN
AI-57:	Generate comparison table to summarize requirements from 1-6GHz. (emissions)	Andy Griffin	Next meeting	OPEN
AI-58:	Form WG with Andy, Zhong & Nate to identify a single calibration requirement. (Std. Site method in ANSI, Section 5?)	Bob DeLisi	Next meeting	OPEN re-insert on News page

AI-63:	Jerry to check affiliations of SC3 Membership roster above. (Mits Samoto?)	Jerry Ramie	Next meeting	Closed corrected 2/7/18
AI-72:	Jerry to send note to Mits Samoto regarding his affiliation.	Jerry Ramie Mits Samoto	Next meeting	Sent 2/7
AI-73:	Jerry to send "thank you" note to Zhong Chen.	Jerry Ramie	Next meeting	Sent 2/7
AI-74:	Jerry to add Doug Kramer to SC3 roster, WebEx & attendance log.	Jerry Ramie	Next meeting	Added 2/7
AI-75:	Jerry to send link to the Application for Membership form to Ernesto.	Jerry Ramie	Next meeting	Sent 2/7
AI-76:	The Secretary will send a statement to the entire SC3 Membership that our report to the Main Committee will indicate that the above text was approved. The (edited) Membership roster was reviewed and was also approved	Jerry Ramie	Next meeting	Sent 2/7
AI-77:	Jerry to correct Matrix status text showing adoption of new C63.4 PINS	Jerry Ramie	Next meeting	Corrected 2/7
AI-78:	Jerry to send Bob DeLisi these Mins for C63.10 & C63.26 content for reporting in May, DeLisi to be on SC3 roster & WebEx invitation list to replace Art Wall.	Jerry Ramie	Next meeting	Sent 2/7 DeLisi now on SC3 roster, WebEx list and attendance log
AI-79:	Horia to inquire with Ernesto re/ applicability of IEC 61827 in the US	Horia Popovici Ernesto Mendoza	Next meeting	OPEN
AI-80:	Jerry to assure that Travis is on SC3 WebEx list	Jerry Ramie	Next meeting	Added 2/7
AI-81:	Jerry to assure Walton in on WebEx list for SC3	Jerry Ramie	Next meeting	Checked 2/7
AI-82:	Horia to present this comparison content in spreadsheet and text form	Horia Popovici	Next meeting	OPEN