American National Standards Committee C63 ${ }^{\circledR}$ on Electromagnetic Compatibility

May 19, 2022 - 8:00 AM to 5:00 PM-CDT

ETS-Lindgren, Cedar Park, TX
Chair: Dan Hoolihan
Vice-Chair: Dan Sigouin
Secretary: Jerry Ramie

## Approved Minutes

1. Call to Order - Chair - The meeting was called to order at $8: 06 \mathrm{AM}-\mathrm{CDT}$. This is our first "hybrid" meeting.
1.1. Introductions (roll call) - Secretary (Revised: 29 March, 2022) (Absent)

| MEMBER | PRIMARY | ALTERNATE |
| :---: | :---: | :---: |
| A2LA (American Assoc. for Laboratory Accreditation) | McConnell, Megan* | Miller, Rob |
| ACIL (American Council of Independent Laboratories) | Cardenas, Javier | Reitz, Richard |
| ANAB (ANSI National Accreditation Board) | Long, Randy | Quan, Ross |
| Apple, Inc. | Kiemel, Greg | Kanter, Jon |
| ARRL - The National Assoc. for Amateur Radio | Hare, Ed | Carlson, Kermit |
| CISCO Systems | Griffin, Andy* | Castro, Louie |
| Element Materials Technology | Schaefer, David* | House, Jody |
| Element Materials Technology Washington DC LLC | Snyder, Greg | Molaei, Nima |
| Elite Electronic Engineering Inc. | Fanning, Craig* | Cardenas, Javier |
| Ericsson AB | Skoglund, Kenth | Bria, Aurelian* |
| ETS - Lindgren | Chen, Zhong* | Kramer, Doug* |
| Federal Communications Commission | Jones, Steve | Vacant |
| Food and Drug Administration | Silberberg, Jeffrey L | Vacant |
| Google, LLC | Wong, Warwick | He, George |
| Hearing Industries Association | Becker, John | Gjerde, Ken* |
| IEEE - EMC Society | Norgard, John ${ }^{*}$ | Benitez, Henry |
| Information Technology Industry Council | Hirvela, John ${ }^{*}$ | Barrett, Stephanie |
| Innovation, Science \& Economic Development Canada | Nixon, Jason | Popovici, Horia |
| Intertek | Abbondante, Nick* | Vacant |
| Keysight Technologies | Potts. Nate | Vacant |
| Motorola Solutions, Inc. | Zakharia, Deanna | Ho, Sze Khian |
| National Institute of Standards \& Technology | Coder, Jason | Vacant |
| NAVWAR - US Navy | Dilay, Chris | Vacant |
| Qualcomm Technologies, Inc. | Forrester, John | White, Andy |
| Rohde \& Schwarz | Cline, Jeremy* | Arceneaux, Wally* |


| TCB Council, Inc. | Harvey, Chris | Vacant |
| :---: | :---: | :---: |
| TIMCO Engineering Inc. | Sigouin, Dan | Clavier, Bruno |
| TÜV Rheinland of North America | Graff, William | Fagley, Bruce |
| TÜV SÜD America, Inc. | Elliott, William (Mac) | Vacant |
| UL-LLC | DeLisi, Bob* | Michael Antola |
| US Department of Defense - Joint Spectrum Ctr. | Shellman, Marcus | Duncanson, Mike |
| Individual Members: |  |  |
| INDIVIDUAL Member | Hoolihan, Daniel* | None |
| INDIVIDUAL Member | Lichtig, John | None |
| INDIVIDUAL Member | Schaefer, Werner | None |
| INDIVIDUAL Member | Zimmerman, Dave | None |
| INDIVIDUAL Member | Berger, Stephen | None |
| INDIVIDUAL Member | Case, Dave | None |

Observers: Jerry Ramie, Allen Crumm, Jeremiah Darden*, Amanda McDonald, Steven Frierson*, Harry Hodes*, Jens Medler*, Richard Wambua*, Janet O'Neil*, Pay Thao*
NOTE - an asterisk means the person was on-site in Austin-Cedar Park, Texas; no-asterisk indicates that the person was on-line on the video conference
Quorum: 31 organizations +6 individual members $=\underline{37}$ total. A quorum is $50 \%$ (rounding up); which is $\underline{19}$ or more members in attendance. Quorum was achieved with $\underline{\mathbf{2 5}}$ members attending the meeting.

## 2. Approval of the Agenda

2.1 Approval of agenda - Chair - Ms. Zakharia moved, seconded by Mr. DeLisi, to accept the Agenda as shown. The agenda was approved.
2.2 Presentation of Patent slides - Chair - The patent slides were shown and no patent issues were raised.
2.3 Consideration of new members - Chair - Harry Hodes Application / CV-resume There was no opposition, unanimous approval. Al-82: Jerry to add Harry Hodes to Main Committee roster.

## 3. Chairman's Report - Hoolihan

## 3.1-General - See PowerPoint slides -

3.2-C63.12 - Move to SC2? - Chair - There was consensus at the Steering Committee meeting that more study was required for this idea.
4. Vice-Chairman's Report - Sigouin - Estimated completion date of the new procedures is January - 2023.
5. Secretary's Report - Ramie
5.1 Minutes of the last Meeting - Ramie - Mr. Coder moved, seconded by Ms. McConnell to approve the previous Minutes. The 20191121 minutes were approved by acclamation.
5.2 Disposition of Interpretation Requests since last meeting - Ramie - All the items listed below are posted. The two items with N/A in the last column used the 2/5/2021 David Waitt interpretation and were posted the same day $(4 / 22 / 2021)$ as the Waitt interpretation.

| Date | Requestor | e-mail address | Project name | SC \# | Rec by Sec | Sent to SC | Back fm SC |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 1/7/2020 | lan Watch | lan.Watch@ul.com | C63.10 (2013) Clause 6.4.6 Loop orientation | SC4 | 1/7/2020 | 1/7/2020 | 3/30/2020 |
| 6/9/2020 | Carlos Juarez | carlos@com-power.com | C63.5 (2017) Annex J.2.1.2(d) ground plane size | SC1 | 6/9/2020 | 6/11/2020 | 9/7/2020 |
| 9/9/2020 | Bill Stumpf | bstumpf@disemc.com | C63.4 (2014) Clause 8.2.3 measurmnt ant. distance | SC1 | 9/9/2020 | 9/10/2020 | 12/2/2020 |
|  |  |  |  |  |  | 12/4/2020 | 12/21/2020 |
| 2/5/2021 | David Waitt | david@waitt.us | C63.4 (2014) Annex N. 1 CI. B. 4 Antenna Calibration | SC1 | 2/5/2021 | 2/8/2021 | 3/5/2021 |
| 2/26/2021 | Steve Behm | Steve.Behm@ckc.com | C63.4 (2014) Clause 4.5.1 Accredited antenna calib | SC1 | 2/26/2021 | 3/1/2021 | N/A |
| 2/26/2021 | Steve Behm | Steve.Behm@ckc.com | C63.10 (2013) Clause 4.3.1 Accredited antenna calib | SC4 | 2/26/2021 | 3/1/2021 | N/A |
| 6/18/2021 | James Wooten | jwooten@tdkrf.com | C63.5 (2017) Annex I. 2 Biconical horizontal calib. | SC1 | 6/18/2021 | 6/21/2021 | 8/27/2021 |
| 7/26/2021 | David Waitt | david@waitt.us | C63.4 (2014) Clause 8.3.2.2 Measurement Distance | SC1 | 7/26/2021 | 7/27/2021 | 2/16/2022 |
| 8/8/2021 | Grace Lin | grace.lin@intertek.com | C63.10 (2013) Clause 6.9.2 \& 6.9.3 re/ RBW | SC4 | 8/9/2021 | 8/9/2021 | 11/10/2021 |

### 5.3 Open Interpretation requests - Ramie (Interpretations Log 20220405)

Open are in red:


| 5.4Electronic Motions since last meeting - Ramie (electronic motions log) |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
| Date | Main Committee motion or action | Source | Result | Comments |
| 2/15/2022 | Vote on motion to approve C63.25.2 / v021 for formal balloting | Z. Chen | Passed 3/15 | Afrm=17, Afrm/c=3, Neg=1,Abs=4 |
| 3/4/2022 | Vote on draft Interp for C63.4 (2014) Clause 8.3.2.2 | J. Ramie | Passed 3/18 | Afrm=10, Afrm/c=3, Neg=5,Abs=19 |

### 5.5 Membership Changes since last meeting - Ramie

| Date | Membership changes | Source | Result | Comments |
| :--- | :--- | :--- | :--- | :--- |
| $2 / 25 / 2022$ | Restore R. Carlton as SC3 Chair | D. Hoolihan | Restored $2 / 25$ | to SC3 roster only |
| $3 / 10 / 2022$ | Remove R. Carlton from C63.9 Working Group | R. Carlton | Removed $3 / 10$ | from C63.9 WG roster only |
| $3 / 10 / 2022$ | Remove R. Carlton from C63.16 Working Group | R. Carlton | Removed $3 / 10$ | from C63.16 WG roster only |
| $3 / 11 / 2022$ | Move A. Crumm to C63.16 Chair, R. Worley to Vice Chair | E. Hare | Moved $3 / 14$ | on C63.16 roster only |
| $3 / 29 / 2022$ | Replaced B. Liska w/ A. Bria as Ericsson Alternate rep. | K. Skoglund | Replaced $3 / 29$ | on Main, Public, Private rosters |
| $4 / 19 / 2022$ | Remove B. Fagley from C63.9 roster (remains as observer) | B. Fagley | Removed $4 / 19$ | from C63.9 roster only (observer) |
| $4 / 25 / 2022$ | Remove N. Lim from C63.4 Working Group roster | N. Lim | Removed $4 / 25$ | from C63.4 roster only |
| $4 / 25 / 2022$ | Changed H. Hodes affiliation to Consultant on C63.25.3 | J. Ramie | Changed $4 / 25$ | on C63.25.3 roster only |
| $5 / 10 / 2022$ | Changed G. Lin affiliation to HYTORC | G. Lin | Changed $5 / 13$ | C63.4, .29, .31,MIMO \& C63.26 |
| $5 / 11 / 2022$ | Remove C. Dilay from Main, SC2, SC3 \& SC7 rosters | C. Dilay | Removed $5 / 11$ | Main, SC2, SC3 \& SC7 rosters |
| $5 / 11 / 2022$ | Add H. Mellberg to C63.4 roster | J. Ramie | Added $5 / 13$ | to C63.4 roster only |
| $5 / 12 / 2022$ | Remove R. Lombardi from SC5 roster \& Webex list | R. Lombardi Removed $5 / 12$ | from SC5 roster only (not WGs) |  |
| $5 / 17 / 2022$ | Added H. Hodes to SC4 roster | B. DeLisi | Added $5 / 17$ | to SC4 roster only |
| $5 / 17 / 2022$ | Added H. Hodes to SC3 roster | R. Carltom | Added $5 / 17$ | to SC3 roster only |

6. Secretariat Report - IEEE - C63.2 will be going to ballot in a few days.
6.1 - Status of C63 ${ }^{\circledR}$ published standards
6.1.1 Fourth Anniversary standards
6.1.2 Eight-years or older standards
6.2 - Status of PINS and PINS-C (currently posted list) AI-83: Jennifer to review current PINS form to see if all required questions are included; Jerry to post new PINS form. New blank PINS form for posting.
7. Subcommittee reports (Brief written reports to include actions needed by $\mathrm{C} 63 ®$, and items of particular interest during SC meetings). Note: A short report from each Subcommittee using either the C63 PowerPoint template or the C63 PowerPoint template wide. (no password required) NOTE EACH COMMITTEE REPORT WILL BE LIMITED TO A MAXIMUM OF 15 MINUTES.
7.1. SC1: Measurement and Instrumentation - Chen - The Scope, Duties and Roster were approved.
7.2. $\quad$ SC2: Definitions - Shellman - Al-84: Harry to write a PINS-C for incorporating EMC procurement guidance for Government purchases of COTS equipment. The new Scope, Duties and Roster were approved.
7.3. $\quad$ SC3: International Standardization - Carlton - Unchanged Scope, Duties \& new Membership roster were approved.
Lunch break ******[BOMB SCARE - Building was evacuated] ${ }^{* * *}[$ meeting moved to Hotel]***
7.4. SC4: Wireless and ISM Equipment Measurements - DeLisi - Scope, Duties and Roster were approved by acclamation. Al-85: Steve Jones to investigate recognition of corrigendum by the FCC.
7.5. $\quad$ SC5: Immunity testing - Hare - The Scope, Duties and Roster was approved.
7.6. SC6: Laboratory Accreditation - Long - The Scope, Duties and Roster was approved. The new slate of officers was approved.
7.7. SC7: Wireless Coexistence - Coder - The Scope, Duties and Roster was approved.
7.8. $\quad$ SC8: Medical Equipment Testing - Berger - see slides: The Scope, Duties and Roster was approved.

Lunch break

## 8. New Business

8.1. Election of officers - The Steering Committee met to discuss the election of officers. Dan is overdue. Bob DeLisi has expressed a "moderate" interest in the position. A motion was made by Bob Delisi to suspend the rules so that current officers can remain in position until the next Main meeting. This can give the Committee the time to develop preferences for the Chair. Secretary and Treasurer can remain in place. The Procedures require direct election of the Chair and Vice Chair. Bob noted that if elected Chair he would resign as SC4 Chair. Harry felt that Allen could improve his performance. Harry suggested that if a volunteer for a position could not be found to allow the Chair to appoint Members to open positions. No objections, the motion passed unanimously.

## 9. Other Administrative Matters

9.1. Web Page - Ramie - The Generic Agendas for Subcommittees include a review of the Membership roster, a Quorum check, review of Membership Guidelines, Attendance Log and Members at Risk at each meeting. Spring meeting requires approval of the SC Membership. At each Spring meeting, a review is conducted for all PINS content, the Status Matrix text and the "Learn more" text for each Standard covered by that SC.
9.2. Administrative matters from the Steering Committee - Maintenance Teams and Working Group dissolution: When finished, a C63 Working Group is disbanded. Other SDOs keep the Working Group intact to maintain the Standard. Do we want to do this? Harry pointed out that keeping the group intact would preserve the history and maintenance path forward. Nick proposed that Working Group members be made Subcommittee members to retain legacy knowledge. Dan mentioned that the Steering Committee discussed paying Working Group chairs. (honorarium?) Bob thought that the WG rosters could be left in place with a note that the work is suspended. (easy to maintain continuity) Harry suggested that the WG immediately issue a new PINS (or PINS-C) to retain interest and momentum for continuity. Jason Coder agreed that this was done with C63.27.

## 10. Other Business

10.1 Future Seminars and Workshops - Janet noted that we will have two workshops in Spokane at the EMC Symposium. We're looking for new topics for webinars to be given in Silicon Valley.
10.2 Newsletter report - Chair - We will have a C63 booth at the Symposium. Richard Stoddart's nephew will present the Stoddart award. Newsletter page
10.3 Next meeting - Chair - Nov. 7-11, 2022 - Keysight - Santa Rosa, CA, Nate Potts (Host)

## 11. Old Business

11.1 Action item review on items not covered elsewhere on Agenda - (as time permits) - Secretary

Consolidated Action Items from Main Committee Meeting 11/21/191

| Action Item \# | Subject | Responsible Person | Status | Delivery Date | Comments |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Al-59: | Harry to forward the reviewed and approved Reviewer Action reports to SC2 | Harry Hodes | Closed | 5/8/20 |  |
| Al-68: | Jerry to change SPAWAR affiliation to NAVWAR - US Navy on Main, Public, Private and SC2 rosters | Jerry Ramie | Closed | 5/8/20 | Changed 11/25/19 |
| Al-69: | Jerry to contact the Interpretation Requestors after $1 / 1 / 20$ and offer to re-submit their requests for our consideration | Jerry Ramie | Closed | 5/8/20 |  |
| Al-70: | Dan H to write the FCC petition draft with Terry Mahn regarding C63.25.1 | Dan Hoolihan Terry Mahn | Closed | 5/8/20 |  |
| Al-71: | Jerry to circulate the C63.14 draft provided by Marcus to the Main Committee for a vote to approve the document for formal balloting at the IEEE | Marcus Shellman Jerry Ramie | Closed | 5/8/20 |  |
| Al-72: | Soo Kim to research how to publish this NIST paper as a C63 technical report | Soo Kim | Closed | 5/8/20 |  |
| Al-72A: | Harry will provide the TCB Council C63.30 PowerPoint file (VTOL video) to Jerry to attach to these Minutes and to Mr. Crumm to post in the private SC4 area for C63.30 | Harry Hodes Jerry Ramie Allen Crumm | Closed | 5/8/20 | Posted 11/30/19 |
| Al-73: | Mr. Hare will solicit volunteers to become the new SC5 Chair and Mr. Ramie will hold an electronic vote within SC5 to choose the next Chair of SC5 | Ed Hare Jerry Ramie | Open | 5/8/20 |  |
| Al-74: | Mr. Ramie will circulate the comment resolution and the draft C63.24 at the Main Committee for voting approval | Don Heirman Jerry Ramie | Closed | 5/8/20 | Published 3/31/2021. Working Group disbanded. |
| Al-75: | Mr. Long to provide the changes required in the SC6 roster for posting by Mr. Ramie | Randy Long Jerry Ramie | Open | 5/8/20 |  |
| Al-76: | Mr. Coder to provide wide-screen version of C63 template to Mr. Ramie for posting with existing template | Jason Coder Jerry Ramie | Closed | 5/8/20 | Posted 11/25/19 |
| Al-77: | Mr. Coder or Mr. Berger to inform Mr . Ramie about the required changes needed in the SC8 rosters | Jason Coder Stephen Berger Jerry Ramie | Closed | 5/8/20 |  |
| Al-78: | SC6 to generate another "example" statement for transition period. Andy to supply text for such statement | Andy Griffin Randy Long | Closed | 5/8/20 |  |
| Al-79: | Mr. Hoolihan will set up a meeting with IEEE personnel to express | Dan Hoolihan | Closed | 5/8/20 |  |

[^0]|  | our concern with this Normative <br> figure requirement |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Al-80: | Mr. Griffin to send a note to Mr. <br> Windler asking for twice/yearly <br> billing to keep his fees below the <br> credit card limit | Andy Griffin | Closed | $5 / 8 / 20$ |  |
| Al-81: | Mr. Hoolihan will communicate <br> with Mr. Windler about allowing <br> the option of paying ahead up to <br> three years | Dan Hoolihan <br> Mike Windler | Closed | $5 / 8 / 20$ |  |

Al-86: Jason Coder to supply C63.27 info for the web "News" page.
Harry moved, seconded by Dave Z. to include our established transition statement in future documents reviewed during MEC review. Discussion? The motion carried
unanimously. (see C63.30 transition text below)
The following referenced documents are indispensable for the application of this standard (i.e., they must be understood and used; therefore, each referenced document is cited in text and its relationship to this standard is explained). For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments or corrigenda) applies. However, for undated references, unless otherwise stated by the regulatory authority or purchasing agency, a transition period of one year applies, starting from the date a new edition of such a reference is published, within which either the previous or the new edition shall apply.

Al-87: Jennifer to include transition statement into future documents during MEC review.
12. Adjournment - Chair - The Chair thanked ETS-Lindgren and the Members for their efforts and adjourned the meeting at 2:21PM-CDT.

| Consolidated Action Items from Main Committee Meeting 5/19/22 ${ }^{\mathbf{2}}$ |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Action Item \# | Subject | Responsible Person | Status | Delivery Date | Comments |
| Al-73: | Mr. Hare will solicit volunteers to become the new SC5 Chair and Mr . Ramie will hold an electronic vote within SC5 to choose the next Chair of SC5 | Ed Hare Jerry Ramie | Open | Next meeting |  |
| Al-75: | Mr. Long to provide the changes required in the SC6 roster for posting by Mr. Ramie | Randy Long Jerry Ramie | Closed | Next meeting | Posted updated roster 5/23 |
| Al-82: | Jerry to add Harry Hodes to Main Committee roster. | Jerry Ramie | Closed | Next meeting | Added to Main roster \& vmc63 list 5/27 |
| Al-83: | Jennifer to review current PINS form to see if all required questions are included; Jerry to post new PINS form. New blank PINS form for posting | Jennifer Santulli Jerry Ramie | Closed | Next meeting | Sent to Shannon for posting on 5/27 |
| Al-84: | Harry to write a PINS-C for incorporating EMC procurement guidance for Government purchases of COTS equipment PINS-C form | Harry Hodes | Open | Next meeting |  |

[^1]| Al-85: | Steve Jones to investigate <br> recognition of corrigendum by the <br> FCC | Steve Jones | Open | Next <br> meeting | Reminder sent 5/27 |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Al-86: | Jason Coder to supply C63.27 <br> info for the web "News" page | Jason Coder | Open | Next <br> meeting | Reminder sent 5/27 |
| Al-87: | Jennifer to include ransition <br> statement into future documents <br> during MEC review | Jennifer Santulli | Open | Next <br> meeting |  |

Attachments from Main Committee Meeting 5/19/22 ${ }^{3}$

| Item | Description | URL |
| :---: | :---: | :---: |
| 2.1 | Draft agenda | hitp://mww.c63.org/documents/misc/minutes/2022 May/20220519 Main Agenda 3.doc |
| 2.2 | Patent slides | http://www.c63.org/documents/misc/patents//C63 Patent Call slideset final 1.pdf |
| 2.3 | New Member application | http://www.c63.org/documents/misc//minutes/2022 May/Main Committee Application Form(Hodes).pdf |
| 2.3 | New Member CV/resume | http://www.c63.org/documents/misc/minutes/2022 May/H.\%20Hodes\%20CV\%20\%20(04-22-2022).pdf |
| 3.1 | Chairman's Report | http://www.c63.org/documents/misc/minutes/2022 May/20220519\%20-\%20C63 Main\%20Committee\%20report.ppt |
| 4.0 | Vice Chair's Report |  |
| 5.1 | Approved previous Minutes | http://www.c63.org/documents/misc/minutes/2022 May/20191121 Approved Main Mins.doc |
| 5.3 | Interpretation log | http://www.c63.org/documents/misc/minutes/2022 May/Interpretations log 20220405.x\|s |
| 5.4 | Electronic motions | http://www.c63.org/documents/misc/minutes/2022 May/Electronic motions 2022 2Q.x\|s |
| 6.0 | Secretariat Report | http://www.c63.org/documents/misc/minutes/2022 May/Secretariat\%20report\%20q2\%202022.ppt |
| 6.2 | Status of PINS \& PINS-C | https://www.c63.org/documents/misc/matrix/c63 standards.htm |
| 6.2 | New blank PINS form | http://www.c63.org/documents/misc/minutes/2022 May/Blank\%20PINS\%20form.doc |
| 7.0 | Slide Template (4:3) | http://www.c63.org/documents/misc/temp/C63 PowerPoint template.ppt |
| 7.0 | Slide Template (16:9) | http://www.c63.org/documents/misc/temp/C63 PowerPoint template wide.ppt |
| 7.1 | SC1 Report | http://www.c63.ora/documents/misc/minutes/2022 May/SC1\%20update.ppt |
| 7.2 | SC2 Report | http://www.c63.org/documents/misc/minutes/2022 May/SC2 Committee\%20Report 20220519\%20Rev\%202.pptx |
| 7.3 | SC3 Report | http://www.c63.org/documents/misc/minutes/2022 May/SC3 Report to Steering 2022 05.ppt |
| 7.4 | SC4 Report | http://www.c63.org/documents/misc/minutes/2022_May/Main\%20Committee\%20Report\%20-\%20SC4\%2020220518.pptx |
| 7.5 | SC5 Report | http://www.c63.org//documents/misc//minutes/2022 May/C63 SC5 Meeting Report 20220519.ppt |
| 7.6 | SC6 Report | http://www.c63.org/documents/misc/minutes/2022 May/20220519\%20SC6\%20Main\%20Report.ppt |
| 7.7 | SC7 Report | http://www.c63.org/documents/misc/minutes/2022 May/SC7\%20Main\%20Committe--\%20May\%202022.ppt |
| 7.8 | SC8 Report | http://www.c63.org/documents/misc/minutes/2022 May/Main\%20Committee\%20Report\%20-\%20SC8\%20-\%20200517\%20-\%20v1.pptx |
| 10.2 | Newsletters page | http://www.c63.ora/documents//663/1ist of newsiletters. htm |

[^2]
[^0]:    ${ }^{1}$ Consolidated (re-numbered) action items are included here for reference, but are not a part of the minutes.

[^1]:    ${ }^{2}$ Consolidated (re-numbered) action items are included here for reference, but are not a part of the minutes.

[^2]:    ${ }^{3}$ Attachments are included here for reference, but are not a part of the Minutes

