

Accredited Standards Committee C63[®] Electromagnetic Compatibility

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Secretariat: Institute of Electrical and Electronic Engineers, Inc.

**C63[®] SC8 - Medical Device EMC Test Methods
DRAFT MINUTES of the May 11, 2016 meeting
IEEE Headquarters – Piscataway, NJ**

Chairman: Stephen Berger, stephen.berger@ieee.org

Vice-Chair: Steve Whitesell, swhitesell@ieee.org

Secretary: Dave Zimmerman, dzimmerman@spectrumemc.com

Attendance:

Member's Name	Member's Role on SC8	Present	Absent
Andersen, Poul	Member		X
Attayi, Daoud	Member		X
Berger, Stephen	Chair	X	
Case, David	Member	X	
Coston, Steve	Member		X
DeLisi, Bob	Member	X	
Griffin, Andy	Member		X
Hare, Ed	Member		X
Hazem, Refai	Member		X
Heirman, Don	Member	X	
Hoolihan, Dan	Member	X	
Hurst, Bill	Member		X
Knipple, Tom	Member		X
Kuczynski, Victor	Member		X
Liu, Steve	Member		X
Moongilan, Dheena	Member	X	
Silberberg, Jeffrey L	Member	X	
Stumpf, Bill	Member		X
Whitesell, Steve	Vice-Chair	X	
Witters, Don	Member		X
Zimmerman, Dave	Secretary	X	
Last, First Names	Observers only below this line.		
Hodes, Harry	Observer	X	
Sigouin, Dan	Observer	X	
Ramie, Jerry	Observer	X	
Norgard, John	Observer	X	
Megan McConnell	Observer	X	
Hackett, Beth	Observer	X	
Jones, Steve	Observer	X	
Zainal, Khairul	Observer	X	
Baxhanov, Vladimir	Observer	X	

1. **Call to Order:** Chair, Stephen Berger called the meeting to order at 10:16 am EDT.
 - 1.1 **Opening remarks and announcements:** Chair, Stephen Berger, welcomed those in attendance and those on the web meeting.
 - 1.2 **Meeting logistics announcements:** There were no announcements.
 - 1.3 **Introductions:** Chair, Stephen Berger, asked for introductions. Everyone around the table introduced themselves and their affiliation. Secretary, David Zimmerman sent a sign-in sheet around the room.
2. **Approval of the Agenda:** Chair, Stephen Berger reviewed the agenda, Jeff Silberberg made a motion to approve the agenda, Don Heirman seconded the motion, a vote was taken, and the motion was approved by majority vote.
3. **Presentation of [patent slides](#):** Chair, Stephen Berger, showed the slides regarding IEEE patent policy (“slides #1 through #4”). Chair, Stephen Berger went over the content of the slides and an opportunity was given to the subcommittee members to identify/disclose patents.
4. **Presentation of [meeting attendance slides](#):** The fee slides were not shown.
5. **Approval of minutes of previous meeting:** Jeff Silberberg proposed changes to the draft minutes, and the minutes were reviewed. Jeff Silberberg made a motion to approve the minutes as amended, Don Heirman seconded the motion. A vote was taken on the proposed amended minutes and approved by majority vote.
6. **Membership:** Don Heirman made a motion, which was seconded by Bob DeLisi, to approve the current membership shown on the last page of these minutes. A vote was taken on the membership roster and approved by majority vote.
7. **Subcommittee 8 Scope Approval:** Jeff Silberberg made a motion, which was seconded by Don Heirman, to approve the current scope. The motion was approved by majority vote.
8. **Working Group reports:**
 - 8.1 **C63.19:** Steve Berger gave a verbal report regarding C63.19. Steve Whitesell gave a verbal report regarding the activities of TIA. TIA is no longer a member of C63[®]. Hearing Industry Association has applied for membership in C63[®]. [More information about each standard](#) is available on the Standards Status section of the [C63[®] web page](#).
9. **Other Old Business:** No old business was discussed.
10. **New Business:** Chair, Stephen Berger, asked if there was any new business.
 - 10.1 **AAMI report:** Don Heirman gave a report on the activities of AAMI that can be found at http://www.c63.org/pw/sc_8.
 - 10.2 **FDA EMC Activities Report:** Jeff Silberberg gave a report found at http://www.c63.org/pw/sc_8. Jeff also made some comments regarding implantable devices, and asked the question if SC8 would have an interest in getting involved in the future. Don suggested that someone write an article for the newsletter asking for involvement.
 - 10.3 **IEC SC62A MT23 Liaison Report:** Jeff Silberberg gave a report found at http://www.c63.org/pw/sc_8.
11. **Action Items:** The open action items from the previous meeting were closed. David Zimmerman has an action item to send changes to the website to Jerry Ramie. This and other action items are listed below.

Action Item #	Subject	Responsible Person	Status	Deliverable Date	Comments
AI-1:	Send updates to the website to Jerry Ramie with the most current membership and make necessary corrections to member information.	David Zimmerman	Open	5-12-2016	
AI-2:	Send e-mail to at risk members	David Zimmerman	Open	5-12-2016	
AI-3:	Add information to Don Heirman’s presentation from the Nov. 2015 and to add a link to Jeff’s presentations.	David Zimmerman	Open	5-12-2016	
AI-4:	Add presentations to SC8 members area	David Zimmerman	Open	5-12-2016	

12. **Time and place of next meeting:** The proposed date of the next SC8 meeting is the week of November 7, 2016. The next meeting will be held in Costa Mesa, CA tentatively on the 9th of November 2016.
13. **Closing remarks and Adjournment:** Chair, Stephen Berger adjourned the meeting at 11:55 am EDT.

Current SC8 Membership

Name	Role within Subcommittee 8	Affiliation / Financial Support
<u>Andersen, Poul</u>	Member	Poul Andersen Consulting / SAE
<u>Attayi, Masud</u>	Member	Blackberry Corporation
<u>Berger, Stephen</u>	Chair	TEM Consulting
<u>Case, David</u>	Member	CISCO
<u>Coston, Steve</u>	Member	PCTEST Engineering Laboratory, Inc.
<u>DeLisi, Bob</u>	Member	Underwriters Laboratory
<u>Griffin, Andy</u>	Member	CISCO Systems
<u>Hare, Ed</u>	Member	ARRL
<u>Hazem, Refai</u>	Member	University of Oklahoma
<u>Heirman, Don</u>	Member	Don HEIRMAN Consultants
<u>Hoolihan, Dan</u>	Member	Hoolihan EMC Consulting
<u>Hurst, Bill</u>	Member	FCC
<u>Knipple, Tom</u>	Member	Motorola Mobility
<u>Kuczynski, Victor</u>	Member	Vican Electronics
<u>Liu, Steve</u>	Member	PCTEST Engineering Laboratory, Inc.
<u>Moongilan, Dheena</u>	Member	Alcatel-Lucent Technologies
<u>Silberberg, Jeffrey L</u>	Member	FDA Center for Devices & Radiological Health
<u>Stumpf, Bill</u>	Member	DLS Electronics / ACIL
<u>Whitesell, Steve</u>	Vice Chair	Whitesell Consulting, LLC
<u>Witters, Don</u>	Member	FDA Center for Devices & Radiological Health
<u>Zimmerman, Dave</u>	Secretary	Spectrum EMC Consulting, LLC