

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 November 12, 2014 meeting
Compliance Testing, LLC, 1724 S. Nevada Way, Mesa, AZ
Chairman: Bob DeLisi, Bob.DeLisi@us.ul.com
Vice-Chair: Stephen Berger, stephen.berger@ieee.org
Secretary: Dave Zimmerman, dzimmerman@spectrumemc.com

Attendance:

Member's Name	Member's Role on SC8	Present	Absent	Observer
Andersen, Poul	Member	X		
Attavi, Daoud	Member		X	
Berger, Stephen	Vice-Chair	X		
Case, David	Member		X	
Coston, Steve	Member		X	
DeLisi, Bob	Chair	Web-Ex		
Griffin, Andy	Member		X	
Hare, Ed	SC8 Web Content Manager		X	
Hazem, Refai	Member		X	
Heirman, Don	Member	X		
Hofmann, HR (Bob)	Member	Web-Ex		
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	Member	X		
Witters, Don	Member		X	
Zimmerman, Dave	Secretary	X		
Last, First Names	Observers only below this line.			
Wojtaszek, Tom	Observer			X
Howard, Mike	Observer			X
Samoto, Mits	Observer			X
Ramie, Jerry	Observer			X
Long, Randy	Observer			X
Megan McConnel	Observer			X
Dilay, Chris	Observer			X
Walton, Derek	Observer			X
Schaefer, David	Observer			X
Schaefer, Werner	Observer			X
Hackett, Beth	Observer			X
Mills, Jim	Observer			X
Kiemel, Greg	Observer			X

1. **Call to Order:** In the absence of the chair, Bob DeLisi (participating via WebEx), Secretary, David Zimmerman, called the meeting to order at 10:15 am MST, and the sign-in sheet was sent around the room.
 - 1.1 **Opening remarks and announcements:** There were no announcements.
 - 1.2 **Meeting logistics announcements:** There were no announcements.
 - 1.3 **Introductions:** Secretary, David Zimmerman, asked for introductions. Everyone around the table announced themselves and their affiliation. .
2. **Approval of the Agenda:** Vice-Chair, Stephen Berger reviewed the agenda, Don Heirman made a motion to approve the agenda, Dan Hoolihan seconded the motion, a vote was taken, and the motion was approved by majority vote.
3. **Presentation of patent slides:** Secretary, David Zimmerman, showed the slides regarding IEEE patent policy (“slides #1 through #4”). Vice-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 fee slides:** Fee slides were shown and are found online. Dan Hoolihan indicated that the current membership should be sure to update their contact information for billing purposes. It was also communicated by Dan Hoolihan that we no longer need to bring up the fee slides at the subcommittee level. The fee slides will be removed from the agenda template for SC6.
5. **Approval of minutes of previous meeting:** Dan Hoolihan made a motion to approve the minutes, and Don Heirman seconded the motion. During the discussion prior to the vote, Jeff Silberberg proposed a change to the draft minutes, the motion was amended. A vote was taken on the amendment and approved. A vote was then taken on the amended motion. The motion was approved by majority vote.
6. **Working groups:** [More information about each standard](#) is available in the Standards Status section of the [C63® web page](#).
 - 6.1 **C63.18:** Jeff Silberberg had nothing to report. The C63.18 standard has been published and the group has been disbanded. Jeff Silberberg was thanked by the committee for his work on this document.
 - 6.2 **C63.19:** Steve Berger announced that C63.19 has been revised and published. The working group for C63.19 has been disbanded. Steve Berger gave a verbal report on some of the problems experienced by hearing aid wearers that use cell phones.
7. **Other Old Business:** None that the committee was aware of.
8. **New Business:** Chair, Bob DeLisi, took an action item to remind the current membership to update their contact information.
 - 8.1 **AAMI report:** Don Heirman gave a verbal report from the following link: https://standards.aami.org/kws/public/projects?end_in_year=&page=1 Don Heirman took an action item to check on the listing to see if an AAMI reference should be included in the title for [IEC 62A/60601-1-02/Ed.4](#) at the AAMI website. Don Heirman took an action item to look at including a risk analysis activity in SC8.
 - 8.2 **FDA EMC Activities Report:** Jeff Silberberg gave a report, which is attached to the minutes of this meeting.
 - 8.3 **IEC SC62A MT23 Liaison Report:** Jeff Silberberg gave a report, which is attached to the minutes of this meeting.
 - 8.4 **Website use and updates:** Secretary, David Zimmerman will send requested SC8 web updates to Jerry Ramie, and he will make the necessary updates to the SC8 website.
9. **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.
10. **Time and place of next meeting:** The proposed dates of the next meeting of ASC C63® are yet to be determined. The specific date and time of the next SC8 meeting will be announced at a future date.
11. **Closing remarks and Adjournment:** Vice-Chair, Stephen Berger adjourned the meeting at 11:45 am MST.

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Current SC8 Membership

Name	Subcommittee 8 Role	Affiliation
Andersen, Poul	Member	Poul Andersen Consulting
Attayi, Daoud	Member	Research In Motion
Berger, Stephen	Vice-Chair	TEM Consulting
Case, David	Member	CISCO
Coston, Steve	Member	PCTEST Engineering Laboratory, Inc.
DeLisi, Bob	Chair	Underwriters Laboratory
Griffin, Andy	Member	CISCO Systems
Hare, Ed	SC8 Web Content Manager	ARRL
Hazem, Refai	Member	University of Oklahoma
Heirman, Don	Member	Don HEIRMAN Consultants
Hofmann, HR (Bob)	Member	Hofmann EMC Engineering
Hoolihan, Dan	Member	Hoolihan EMC Consulting
Hurst, Bill	Member	FCC
Knipple, Tom	Member	Motorola
Kuczynski, Victor	Member	Vican Electronics
Liu, Steve	Member	PCTEST Engineering Laboratory, Inc.
Moongilan, Dheena	Member	Alcatel-Lucent
Silberberg, Jeffrey L	Member	FDA Center for Devices & Radiological Health
Stumpf, Bill	Member	DLS Electronics
Whitesell, Steve	Member	Whitesell Consulting / TIA
Witters, Don	Member	FDA Center for Devices & Radiological Health
Zimmerman, Dave	Secretary	Spectrum EMC Consulting, LLC

