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 April 30, 2014 meeting
ETS Lindgren in Cedar Park, TX
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		
Attayi, Daoud	Member		X	
Berger, Stephen	Vice Chair	X		
Case, David	Member		X	
Coston, Steve	Member		X	
DeLisi, Bob	Chair		X	
Green, Kendra	Member		X	
Griffin, Andy	Member		X	
Hare, Ed	SC8 Web Content Manager		X	
Hazem, Refai	Member		X	
Heirman, Don	Member	X		
Hofmann, HR (Bob)	Member		X	
Hoolihan, Dan	Member	X		
Hurst, Bill	Member		X	
Julstrom, Steve	Member	X-Web		
Knipple, Tom	Member	X-Web		
Kozma-Spytek, Linda	Member		X	
Kuczynski, Victor	Member	X		
Liu, Steve	Member	X-Web		
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		
Moser, Jeff	Observer	X		X
Southworth, Dave	Observer	X		X
Potts, Nate	Observer	X		X
Ramie, Jerry	Observer	X		X
Long, Randy	Observer	X		X
Southworth, Dave	Observer	X		X
Dilay, Chris	Observer	X		X
Young, William	Observer	X		X
Camell, Dennis	Observer	X		X
Seidman, Seth	Observer	X		X
Hodes, Harry	Observer	X		X
Roder, Pat	Observer	X		X
Ghizzone, Dean	Observer	X		X
Kiemel, Greg	Observer	X		X
O'Neil, Janet	Observer	X		X
Bierrat, Daria	Observer	X		X
Hackett, Beth	Observer	X		X
Darden, Jeremiah	Observer	X		X

1. **Call to Order:** Chair**,** Bob DeLisi, called the meeting to order at 10:08 am CDT, the sign-in sheet was sent around the room, and Bob gave the housekeeping information.
    1.1 **Opening remarks and announcements:** Chair, Bob DeLisi, made some opening announcements.
    1.2 **Meeting logistics announcements:** Chair, Bob DeLisi, made an announcement regarding logistics.
    1.3 **Introductions:** Chair, Bob DeLisi, asked for introductions. Everyone around the table announced themselves and their affiliation.
2. **Approval of the Agenda:** Chair, Bob DeLisi reviewed the agenda, Dan Hoolihan 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]:** Secretary, David Zimmerman, showed the slides regarding IEEE patent policy ("slides #1 through #4"). Chair, Bob DeLisi 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 is working to get the payments up to date**.**
5. **Approval of minutes of previous meeting:** Jeff Silberberg made a motion to approve the minutes of the previous meeting as amended, Don Heirman seconded the motion, a vote was taken, and the motion was approved by majority vote.
6. **Subcommittee Membership Review** – It was decided to remove Kendra Green, Steve Julstrom, and Linda Kozma-Spytek from the list of membership. A motion was made by Dan Hoolihan, and seconded by David Zimmerman to submit the modified membership list to the main committee. A vote was taken and approved by majority vote.
    6.1 **Working Group Membership Review** – It was decided to remove Kendra Green, Steve Coston, and Jim Turner for lack of participation.
7. **Subcommittee 8 Scope Approval -** Jeff Silberberg made a motion to approve the current scope and submit it to the main committee for approval, Don Heirman seconded the motion, a vote was taken and the motion was approved by majority vote.
8. **Working groups:** [More information about each standard] is available on the Standards Status section of the [C63® web page].
    8.1 **C63.18:** Jeff Silberberg gave a report. There was some discussion of the comments submitted. A PowerPoint presentation is attached to these minutes. Jeff Silberberg expressed his sincere appreciation for the contributions made by the late Joe Morrissey on the C63.18 standard.
    8.2 **C63.19:** Steve Berger gave a verbal report on the progress of C63.19.
9. **Other Old Business:** None that Bob DeLisi is aware of and there was none noted by anyone on the committee.
10. **New Business:**
    10.1 **AAMI report:** Don Heirman said that AAMI would be holding their annual meeting in June. Don Heirman would like to communicate that Subcommittee 8 of ASC C63® will be given an award by AAMI in June.
    10.2 **FDA EMC Activities Report:** Jeff Silberberg gave a report, which is attached to the minutes of this meeting.
    10.3 **IEC SC62A MT23 Liaison Report:** Jeff Silberberg gave a report, which is attached to the minutes of this meeting.
    10.4 **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.
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.
12. **Time and place of next meeting:** Chair, Bob DeLisi, announced that the next meeting will be located at Compliance Testing in Mesa, AZ. The proposed dates of the next meeting of ASC C63® are November l0-13, 2014. The specific date and time of the next SC8 meeting will be announced at a future date.
13. **Closing remarks and Adjournment:** Chair, Bob DeLisi announced ASC C63® sponsored workshops at the IEEE EMC Symposium. Chair, Bob DeLisi closed the meeting at 11:07 am CDT.

Current SC8 Membership

Name	Subcommittee 8 Role	Affiliation
Andersen, Poul	Member	Poul Andersen Consulting
Attayi, Daoud	Member	Blackberry Corporation
Berger, Stephen	Vice Chair	TEM Consulting
Case, David	Member	CISCO
Coston, Steve	Member	PCTEST Engineering Laboratory, Inc.
DeLisi, Bob	Chair	Underwriters Laboratory
~~Green, Kendra~~	~~Member~~	~~Samsung Telecom America~~
Griffin, Andy	Member	CISCO Systems
Hare, Ed	Member	ARRL
Hazem, Refai	Member	University of Oklahoma
Heirman, Don	Member	Don HEIRMAN Consultants
Hoffman, HR (Bob)	Member	Hofmann EMC Engineering
Hoolihan, Dan	Member	Hoolihan EMC Consulting
Hurst, Bill	Member	FCC
~~Julstrom, Steve~~	~~Member~~	~~Julstrom Consulting and Development~~
Knipple, Tom	Member	Motorola Mobility
~~Kozma-Spytek, Linda~~	~~Member~~	~~Galludet University~~
Kuczynski, Victor	Member	Vican Electronics
Liu, Steve	Member	PCTEST Engineering Laboratory, Inc.
Moongilan, Dheena	Member	Alcatel-Lucent Technologies
Silberberg, Jeffrey L	Member	FDA Center for Devices & Radiological Health
Stumpf, Bill	Member	DLS Electronics
Whitesell, Steve	Member	Consultant
Witters, Don	Member	FDA Center for Devices & Radiological Health
Zimmerman, Dave	Secretary	Spectrum EMC Consulting, LLC

Action Items:

Action Item #	Subject	Responsible Person	Status	Deliverable Date	Comments
AI-1:	Bob DeLisi is going to talk to Jeff Silberberg about IEEE editorial comments regarding C63.18.	Bob DeLisi	Closed	11/30/2013	
AI-2:	Jeff Silberberg is going to contact Herb Mertel to verify membership C63.18 working group.	Jeff Silberberg	Closed	5/31/2013	
AI-3:	Send updates to the website to Jerry Ramie with the most current membership and make necessary corrections to member information.	David Zimmerman	Open	11-10-2014	