IEEE SA Standards Board Audit Committee (AudCom)
Meeting Minutes
25 January 2023
9:00 a.m. - 11:30 a.m. ET (UTC-5)
Teleconference/Webex

Members:
Edward Addy
Doug Edwards
Guido Hiertz
Thomas Koshy
Joseph Levy
Howard Li
Haiying Lu
Kevin Lu, Chair
Daleep Mohla
Andrew Myles
Mark Siira
Lei Wang
Keith Waters
Howard Wolfman

Members Absent:
Karl Weber
Daidi Zhong

Guests:
Travis Griffith
Tyler Jaynes
David Law
Claire Topp [legal counsel]
Don Wright
Yu Yuan

IEEE Staff:
Christy Bahn
Matt Ceglia
Karen Evangelista
Yvette Ho Sang
Ron Hotchkiss
Patrycja Jarosz
Soo Kim
Michael Kipness
Kelly Lorne

Karen McCabe
Suzanne Merten
Karen Mulberry
Dave Ringle
Patricia Roder
Jennifer Santulli
Tom Thompson
Lisa Weisser, Administrator
Malia Zaman

[Unless otherwise noted, all votes are unanimous]

1. CALL TO ORDER AND INTRODUCTIONS

Chair Lu called the meeting to order at 9:00 a.m. ET (UTC-5). There was a round of introductions.

2. REVIEW AND APPROVAL OF THE AGENDA

Following a review of the agenda, Chair Lu asked if there were any changes to the published agenda. There were no changes.

A motion was made to approve the 25 January 2023 AudCom meeting agenda. In the absence of objection, the motion was approved.

3. APPROVAL OF MINUTES OF THE 01 DECEMBER 2022 AUDCOM MEETING

A motion was made to approve the minutes of the 01 December 2022 AudCom meeting. In the absence of objection, the motion was approved.

4. P&P REVIEW

4.1 Status of Continuing Standards Committee P&P Review

4.1.1 IEEE Communications Society/Access and Core Networks Standards Committee (COM/AccessCore-SC)
Guido Hiertz, Howard Wolfman

The P&P will continue under review and move to the March 2023 AudCom agenda.

4.1.2 IEEE Communications Society/Edge, Fog, Cloud Communications with IOT and Big Data Standards Committee (COM/EdgeCloud-SC)
Doug Edwards, Mark Siira

The P&P will continue under review and move to the March 2023 AudCom agenda.

4.1.3 IEEE Communications Society/Mobile Communication Networks Standards Committee (COM/MobiNet-SC)
Keith Waters, Andrew Myles

The P&P will continue under review and move to the March 2023 AudCom agenda.

4.1.4 IEEE Power and Energy Society/Surge Protective Devices Committee (PE/SPDC)
Karl Weber, Howard Li

The P&P will continue under review and move to the March 2023 AudCom agenda.

4.1.5 IEEE Power and Energy Society/Switchgear (PE/SWG)
Joseph Levy, Daidi Zhong

Motion: To recommend acceptance of the PE/SWG P&P. Upon vote, the motion passed (12 approve, 0 disapprove, 1 abstain [Edwards]).

4.1.6 IEEE SA Board of Governors/International Committee on Electromagnetic Safety (BOG/ICES)
Edward Addy, Guido Hiertz

The P&P will continue under review and move to the March 2023 AudCom agenda.

4.1.7 IEEE SA Board of Governors/SCC20 - Test and Diagnosis for Electronic Systems (BOG/SCC20)
Daidi Zhong, Daleep Mohla

Motion: To recommend acceptance of the BOG/SCC20 P&P. Upon vote, the motion passed.

Note: This Standards Committee was formerly IEEE-SASB Coordinating Committees/SCC20 - Test and Diagnosis for Electronic Systems

4.2 Status of New Standards Committee P&P Review

There were no new Standards Committee P&P reviews.

4.3 Status of Continuing Working Group P&P Review

4.3.1 IEEE Aerospace and Electronic Systems Society/Gyro Accelerometer Panel (AES/GA)/Common
Joseph Levy, Howard Li

The P&P will continue under review and move to the March 2023 AudCom agenda.

4.3.2 IEEE Antennas and Propagation Society/Antennas and Propagation Standards Committee (APS/SC)/Common
Haiying Lu, Doug Edwards

The P&P will continue under review and move to the March 2023 AudCom agenda.

4.3.3 IEEE Instrumentation and Measurement Society/TC39 - Measurements in Power Systems (IM/MPS)/Common
Daleep Mohla, Karl Weber

Motion: To deem without issue the IM/MPS - Common (all IM/MPS Individual WGs) Working Group P&P. Upon vote, the motion passed.

4.3.4 IEEE Instrumentation and Measurement Society/TC41 - Traffic Enforcement Technologies (IM/TET)/Common
Mark Siira, Lei Wang

Motion: To deem without issue the IM/TET - Common (all IM/TET Individual WGs) Working Group P&P. Upon vote, the motion passed.

4.4 Status of New Working Group P&P Review

4.4.1 IEEE Communications Society/Virtualized and Software Defined Networks, and Services Standards Committee/Resilient Positioning, Navigation, and Timing User Equipment (COM/NetSoft-SC/RPNTUEWG)
Edward Addy, Thomas Koshy

Motion: To deem without issue the COM/NetSoft-SC (Resilient Positioning, Navigation, and Timing User Equipment) Working Group P&P. Upon vote, the motion passed.

4.4.2 IEEE Computer Society/Cybersecurity and Privacy Standards Committee (C/CPSC)/Common
Haiying Lu, Keith Waters

Motion: To deem without issue the C/CPSC - Common (all C/CPSC Individual WGs) Working Group P&P. Upon vote, the motion passed.

4.4.3 IEEE Vehicular Technology Society/Overhead Contact Systems (VT/OCS)/Common
Doug Edwards, Karl Weber

Motion: To deem without issue the VT/OCS - Common (all VT/OCS Individual WGs) Working Group P&P. Upon vote, the motion passed.

5. OLD BUSINESS

5.1 AudCom Baselines Update Ad Hoc Briefing

Thomas Koshy updated AudCom about the work of the baselines update ad hoc, and thanked staff and the AudCom members for submitting comments on the draft Standards Committee baseline document. He also thanked Lisa Weisser and the ad hoc members for their work on comment resolution for the comments received, and mentioned that the next draft of the Standards Committee baseline should be ready next month.

5.2 Action Item Review - Lisa Weisser

Lisa Weisser reported on the action items carried forward from the previous AudCom meeting. During the discussion for two Standards Committee P&P reviews, topics were addressed that will be brought to the AudCom Baselines Update ad hoc to determine if there is a need to address them through the baseline documents. This is in progress, and will be incorporated into the comment resolution by the ad hoc.

5.3 Update on Expiring P&Ps [2022 and 2023] and Working Group P&Ps Requested

Lisa Weisser displayed the list of Standards Committees with P&P that were accepted that have not yet submitted Working Group P&P for review by AudCom. It was noted that some of the Standards Committees do not currently have Working Groups. The Standards Committees remain on the list until a Working Group P&P is submitted to AudCom for review.

Lisa also displayed the list of all Standards Committees with P&P expiring at the end of 2023 that will need to submit an updated P&P document to AudCom. She also reminded AudCom that one Standards Committee (CIS/SC) had requested an extension for its updated P&P that were due to expire in December 2022, and its P&P are expected within the first quarter of 2023.

6. NEW BUSINESS

There was no new business.

7. DATE OF NEXT MEETING

The next meeting of AudCom of the 2023 AudCom is scheduled to take place on 28 March 2023 in Mexico City, Mexico and by Webex.

8. ADJOURNMENT

Chair Lu thanked the AudCom members for closing out many of the P&P reviews, and he thanked Lisa Weisser. He also thanked the 2022 members for all their work during the year and welcomed the 2023 members. There being no further business, the meeting adjourned at 10:32 a.m. ET (UTC-5).