

AudCom Minutes

23 January 2017

**IEEE-SA Standards Board Audit Committee (AudCom)  
Meeting Minutes**

23 January 2017

9:00 a.m. ET

Teleconference

**Members:**

Doug Edwards  
Travis Griffith  
Michael Janezic, Chair  
Ron Petersen  
Annette Reilly  
Gary Robinson  
Adrian Stephens  
Mehmet Ulema  
Yingli Wen

Jonathan Goldberg  
Yvette Ho Sang  
Michael Kipness  
Nicholas Orlando  
Dave Ringle  
Pat Roder  
Erin Spiewak  
Lisa Weisser, Administrator  
Malia Zaman

**Members Absent:**

Ron Hotchkiss  
Howard Wolfman

**Guests:**

Thomas Koshy  
Daleep Mohla  
Philip Winston

**IEEE Staff:**

Natasha Alvarado  
Matt Ceglia  
Karen Evangelista

**[Unless otherwise noted, all votes are unanimous]****1. CALL TO ORDER AND INTRODUCTIONS**

Chair Janezic called the meeting to order at 9:00 a.m. There was a round of introductions by all present.

**2. REVIEW AND APPROVAL OF THE AGENDA**

Chair Janezic asked if there were any additions, deletions, or alterations to the published agenda. There were none.

**Motion: Approve the 23 January 2017 AudCom meeting agenda. Upon vote, the motion passed.**

**3. APPROVAL OF MINUTES FROM THE 5 DECEMBER 2016 AUDCOM MEETING**

**Motion: Approve the minutes of the 5 December 2016 AudCom meeting. Upon vote, the motion passed.**

#### **4. AUDCOM PRIORITIES FOR 2017 - CHAIR JANEZIC**

Chair Janezic reviewed the AudCom priorities for 2017. The main priority of the committee is to review Sponsor and Working Group Policies and Procedures (P&Ps), and Chair Janezic provided statistics on the number of P&Ps under review and pending.

A second priority for the year will be to review and revise the AudCom Baseline Policies and Procedures. Chair Janezic plans to focus on the areas of the Baseline documents that consistently generate the most issues in an effort to add clarity to the documents. Detail on the specific areas of focus can be found in the 5 December 2016 AudCom minutes.

A third priority for the year will be to review and revise the AudCom Conventions for the review of Sponsor and Working Group P&Ps and the Flowcharts that accompany them. Chair Janezic will also lead an ad hoc for updating these documents.

#### **5. P&P REVIEW**

##### **5.1 Status of Continuing Sponsor P&P Review**

5.1.1 AES/UWBRC - Ronald Petersen, Gary Robinson

**Motion: To recommend acceptance of the AES/UWBRC P&P contingent upon the AudCom Administrator removing brackets around "greater than 50%" in last line of Clause 5.4.3. Upon vote, the motion passed.**

5.1.2 CIS/SC - Gary Robinson, Yingli Wen

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the March 2017 agenda.

5.1.3 PE/ESSB - Howard Wolfman, Ronald Petersen

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the March 2017 agenda.

5.1.4 PE/SBLC - Douglas Edwards, Yingli Wen

Prior to the outcome of this review, AudCom discussed item 7.1.2 on the agenda and PE/SBLC was recognized by AudCom as a new Sponsor.

**Motion: To recommend acceptance of the PE/SBLC P&P. Upon vote, the motion passed.**

5.1.5 PE/TEM - Annette Reilly, Adrian Stephens

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the March 2017 agenda.

**5.2 Status of New Sponsor P&P Review**

There were no new P&Ps received from Sponsors for this meeting.

**5.3 Status of Continuing Working Group P&P Review**

5.3.1 C/MSC/P1722.1 - Mehmet Ulema, Ronald Petersen

**Motion: To deem without issue the C/MSC/P1722.1 P&P. Upon vote, the motion passed.**

5.3.2 C/TT/3DT-WG - Adrian Stephens, Ronald Hotchkiss

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the March 2017 agenda.

**5.4 Status of New Working Group P&P Review**

There were no new Working Group P&Ps submitted for review.

**6. OLD BUSINESS**

**There was no old business discussed on this teleconference.**

**7. NEW BUSINESS**

**7.1 Request for Sponsor Recognition**

P&Ps from one potential new Sponsor and one merged Power and Energy Society Sponsor were reviewed for this agenda.

7.1.1 IEEE Power and Energy Society/Energy Storage & Stationary Battery (PE/ESSB)

The P&Ps of PE/ESSB are still under review, so it was agreed that the Sponsor recognition would be deferred until the AudCom meeting when the P&Ps are recommended for acceptance.

7.1.2 IEEE Power and Energy Society/Smart Buildings, Loads and Customer Systems (PE/SBLC)

This was discussed prior to agenda item 5.1.4.

**Motion: Recognize the Power and Energy Society/Smart Buildings, Loads and Customer Systems, to be abbreviated as PE/SBLC, as an official Sponsor, in accordance with IEEE-SASB Bylaws 5.2.2. Upon vote, the motion passed.**

**8. DATE OF NEXT MEETING**

The next in-person meeting of AudCom is scheduled for 21 March 2017 in Shenzhen, PRC.

**9. ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:50 a.m.