

IEEE SA Standards Board Audit Committee (AudCom)

Meeting Minutes

01 December 2022

8:30 a.m. - 12:00 p.m. ET (UTC-5)

Piscataway, NJ, USA and 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

Daidi Zhong

Members Absent:

Karl Weber

Guests:

Frederic Andres

Sara Biyabani

Dennis Brophy

Ted Burse

Evelyn Chen

Takashi Egawa

Latonia Gordon

Travis Griffith

Keith Flowers

Gary Hoffman

John Kulick

David Law

Don Lukach

Hiroshi Mano

Jim Matthews

Paul Nikolich

Kyeong Hee Oh
Craig Preuss
Annette Reilly
Jon Rosdahl
Roy Sugimura
Claire Topp [legal counsel]
Don Wright
Yu Yuan

IEEE Staff:

Christy Bahn
Adrien Bastos
Jennifer Biolsi
Matt Ceglia
Karen Evangelista
Jonathan Goldberg
Erika Gomez
Jodi Haasz
Yvette Ho Sang
Ron Hotchkiss
Patrycja Jarosz
Konstantinos Karachalios
Soo Kim
Michael Kipness
Vanessa Lalitte
Jiajia Liu
Kelly Lorne
Karen McCabe
Suzanne Merten
Erin Morales
Mary Lynne Nielsen
Christian Orlando
Shana Pepin
Markus Plessel
Dave Ringle
Heather Robinson
Patricia Roder
Jennifer Santulli
Rosalinda Saravia
Rudi Schubert
Tom Thompson
Lisa Weisser, Administrator
Malia Zaman
Meng Zhao

[Unless otherwise noted, all votes are unanimous]

1. CALL TO ORDER AND INTRODUCTIONS

Chair Lu called the meeting to order at 8:32 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 01 December 2022 AudCom meeting agenda. In the absence of objection, the motion was approved.

3. APPROVAL OF MINUTES OF THE 20 SEPTEMBER 2022 AUDCOM MEETING

A motion was made to approve the minutes of the 20 September 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/Power Line Communications (COM/PLC)
Keith Waters, Andrew Myles

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

4.1.2 IEEE Computer Society/Cybersecurity and Privacy Standards Committee (C/CPSC)
Keith Waters, Howard Wolfman

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

During the discussion of this P&P review, it was noted that several Standards Committee scopes (including this one) use the phrase 'but not limited to', which should be avoided when possible to reduce scope overlap.

4.1.3 IEEE Computer Society/Design Automation (C/DA)
Edward Addy, Lei Wang

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

4.1.4 IEEE Power and Energy Society/Energy Storage & Stationary Battery Committee (PE/ESSB)
Lei Wang, Haiying Lu

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

4.1.5 IEEE Power and Energy Society/Power System Communications and Cybersecurity (PE/PSCC)
Karl Weber, Mark Siira

Motion: To recommend acceptance of the PE/PSCC P&P. Upon vote, the motion passed (7 approve, 6 disapprove, 1 abstain).

4.1.6 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 January 2023 AudCom agenda.

4.1.7 IEEE SA Board of Governors/Strategic and Emerging Standards Committee (BOG/SESCoM)
Keith Waters, Joseph Levy

Motion: To recommend conditional acceptance of the BOG/SESCoM P&P; contingent upon one minor editorial correction, to be completed by staff. Upon vote, the motion passed.

Note: This condition has been met.

4.1.8 IEEE SA Board of Governors/Quantities, Units, and Symbols Standards Committee (BOG/QUSCoM)
Daleep Mohla, Daidi Zhong

Motion: To recommend acceptance of the BOG/QUSCoM P&P. Upon vote, the motion passed (13 approve, 0 disapprove, 1 abstain [Edwards]).

Note: This Standards Committee was formerly SASB Standards Coordinating Committees/SCC14 - Quantities, Units, and Letter Symbols.

4.1.9 IEEE SA Board of Governors - Distributed Generation, Energy Storage and Interoperability Standards Committee (BOG/SC21)
Howard Li, Thomas Koshy

Motion: To recommend acceptance of the BOG/SC21 P&P. Upon vote, the motion passed.

Note: This Standards Committee was formerly SASB Standards Coordinating Committees/SCC21 - Fuel Cells, Photovoltaics, Dispersed Generation, and Energy Storage.

4.2 Status of New Standards Committee P&P Review

4.2.1 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 January 2023 AudCom agenda.

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

There are still open comments on the checklist, and the P&P will continue under review and move to the January 2023 AudCom agenda.

4.2.3 IEEE Communications Society/Mobile Communication Networks Standards Committee (COM/MobiNet-SC)

Received 23 November

This P&P was received close to the AudCom meeting and it will continue under review and move to the January 2023 AudCom agenda.

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

Andrew Myles, Daleep Mohla

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

4.2.5 IEEE Power and Energy Society/Switchgear (PE/SWG)

Joseph Levy, Daidi Zhong

There are still open comments on the checklist, and the P&P will continue under review and move to the January 2023 AudCom agenda.

4.2.6 IEEE SA Board of Governors - Test and Diagnosis for Electronic Systems (BOG/SCC20)

Received 29 November

This P&P was received close to the AudCom meeting and it will continue under review and move to the January 2023 AudCom agenda.

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

4.2.7 IEEE SA Board of Governors - International Committee on Electromagnetic Safety (BOG/ICES)

Edward Addy, Guido Hiertz

There are still open comments on the checklist, and the P&P will continue under review and move to the January 2023 AudCom agenda.

Note: This Standards Committee was formerly IEEE-SASB Coordinating Committees/SCC39 - International Committee on Electromagnetic Safety

4.3 Status of Continuing Working Group P&P Review

There were no continuing Working Group P&P reviews.

4.4 Status of New Working Group P&P Review

4.4.1 IEEE Aerospace and Electronic Systems Society/Gyro Accelerometer Panel (AES/GA)/Common

Received 28 November

This P&P was received close to the AudCom meeting and it will continue under review and move to the January 2023 AudCom agenda.

4.4.2 IEEE Antennas and Propagation Society/Antennas and Propagation Standards Committee (APS/SC)/Common
Received 29 November

This P&P was received close to the AudCom meeting and it will continue under review and move to the January 2023 AudCom agenda.

4.4.3 IEEE Instrumentation and Measurement Society/TC41 - Traffic Enforcement Technologies (IM/TET)/Common
Received 30 November

This P&P was received close to the AudCom meeting and it will continue under review and move to the January 2023 AudCom agenda.

4.4.4 IEEE Magnetics Society/Magnetics Society Standards Committee (MS/MagSoc-SC)/Common
Joseph Levy, Doug Edwards

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

4.4.5 IEEE Power and Energy Society/Power System Relaying and Control (PE/PSRCC)/Common
Haiying Lu, Andrew Myles

Motion: To deem without issue the PE/PSRCC - Common (all PE/PSRCC 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 mentioned that the near-final draft of the Standards Committee baseline has been distributed to AudCom and staff for comments. He thanked the ad hoc and Lisa Weisser, and staff for their efforts, and thanked AudCom for reviewing the document. The timeline for the completion of the baselines update was discussed, but given the number of comments received both during and following the December AudCom meeting, there will need to be additional work by the ad hoc for the Standards Committee baseline, which will push the timeline forward.

AI: 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.

5.2 Action Item Review - Lisa Weisser

Lisa Weisser reported that there were no action items carried forward from prior AudCom meetings.

5.3 Update on P&Ps Due in 2022

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 2022 that will need to submit an updated P&P document to AudCom. One Standards Committee (CIS/SC) has requested an extension, and its P&P are expected within the first quarter of 2023.

Another Standards Committee (AES/UAS/UAV/SC) has been unresponsive to the request for an updated P&P, and AudCom made a recommendation to the SASB.

Motion: Recommend that the SASB takes an action to suspend work from AES/UAS/UAV, whose Standards Committee P&Ps expire on 31 December 2022 if the Standards Committee has not submitted its updated P&Ps to AudCom by 31 December 2022. Upon vote, the motion passed.

Note: The AES/UAS/UAV P&Ps were not submitted to AudCom by 31 December 2022, and the Standards Committee will be disbanded.

5.4 Committee Member Interactions/Comments RE: myProject

Markus Plessel presented an update about myProject accomplishments and the status of upcoming features of interest. AudCom members can find the myProject update presentation slides in the AudCom area in iMeet. Notes on release timing are also available in the support portal that can be found on the myProject login page.

If anyone has any feedback about their user experience with myProject, please let Lisa Weisser know.

6. NEW BUSINESS

Don Wright announced that one of the IEEE MOVE trucks (please see <https://move.ieee.org/>) would be available for volunteers and staff to tour at various times during the December meeting series. He explained that when the trucks are not providing support during natural disasters, they conduct outreach for STEM education, among other activities, and he suggested that IEEE SA consider opportunities to get involved.

7. DATE OF NEXT MEETING

The next meeting of AudCom will take place on 25 January 2023 by teleconference.

8. ADJOURNMENT

Chair Lu thanked the AudCom members and Lisa Weisser, and wished everyone a nice holiday season. There being no further business, the meeting adjourned at 11:33 a.m. ET (UTC-5).