

IEEE P2520.1 Working Group #25

Draft Meeting Minutes

11 July 2023

WG Chair: James Covington

WG Secretary: H. Troy Nagle

Call to Order

Chair called meeting to order at 10:03 AM EDT. He announced that the meeting was being recorded for the purpose of preparing minutes.

1. Roll Call and Disclosure of Affiliation

Affiliation FAQs: <http://standards.ieee.org/faqs/affiliation.html>

The Chair announced that participants can sign-in at this link:

https://docs.google.com/spreadsheets/d/1x3Le7jd_5h3bgiNcYMZIfjIbzE2XdE0U8Daon00O8Ks/edit#gid=0.

The Chair asked the Secretary to check for a quorum. The List of Participants is shown in **Attachment A**. A quorum was achieved (13 of the 14 voting members were present).

2. Approval of Agenda

The Chair asked for approval of the agenda. Troy Nagle made the motion; Duke Oeba seconded. Without objection to unanimous consent, the motion was adopted.

3. Approval of Previous Meeting Minutes

Minutes for WG#24 were considered. The Chair asked for approval of the recently circulated minutes. Radislav Potyrailo moved for approval; Fengchun Tian seconded. Without objection to unanimous consent, the motion was approved.

4. IEEE-SA Patent & Copyright Policies

a. Call for Patents

<https://development.standards.ieee.org/myproject/Public/mytools/mob/slideset.pdf>

Per standard IEEE SA WG meeting practice, the Chair displayed the required policy regarding potentially essential patents. No one raised concerns for consideration.

b. Copyright Policy <https://standards.ieee.org/ipr/copyright-materials.html>

Per standard IEEE-SA WG meeting practice, the Chair displayed the required policy regarding copyrights. There were no questions or concerns.

5. Discussion on funding

The Chair opened the discussion.

Our proposals to the Sensors Council and TAB Committee on Standards were not funded. It was suggested that we seek \$10K to \$20K grants for feasibility testing of the first levels of our standard. Once feasibility is established, larger amount might be approved from traditional sources. Some potential funding options mentioned were suggested:

Near-Term (2023-2024): IEEE Standards Conformity Testing Program, Donors, WG Members with lab facilities

Long-Term: Regulatory agencies, foundations, NSF Convergence Accelerator, odor nuisance case law firms

Troy Nagle (WG Secretary) and Susan Schiffman (P2520 WG Chair) will work with the James Covington (WG Chair) and Radislav Potyrailo (WG Vice-Chair) to explore some near-term options. Our goal is to have funding in place to initiate feasibility testing in Fall 2023. Once near-term feasibility is underway, larger funding options can be explored.

Some P2520.1 WG members have facilities that can be employed to conduct the tests. Also, some P2520.2.1 WG members also have testing facilities that might be utilized.

6. Discussion on testing of the standard

The Chair then continued the method testing descriptions discussion from our last session. Each method description should have the following sections: Context of Method, Description of Method, Sample Collection, Temperature Control, Humidity Control, and Preconcentration. Currently we have seven methods. A brief description of each method is under development. The original writing assignments for the documents were:

- Method 1: Syringe autosampler – JAC/Sandrine
- Method 2: Positive pressure gas flow – JAC/Saverio
- Method 3: Sample bags with negative pressure – Fengchun/Carlos
- Method 4: Sample bags with barrel – Krishna/JAC
- Method 5: Headspace collection – Saverio/JAC
- Method 6: Permeation tubes – JAC/Troy
- Method 7: Point source – Susan/Krishna

It was decided to merge Methods 3 & 4 (on bags) into a single method description. It was suggested that the descriptions have figures and flow charts to help the users get started. Each method could have example applications that are appropriate. The Chair will circulate the latest versions of the documents to all WG members. Assignments for further editing and refining the writeups were made as follows:

- Method 1: Syringe autosampler – Troy/Duke
- Method 2: Positive pressure gas flow – Fengchun/Christopher
- Method 3: Sample bags with barrel & negative pressure – Krishna/Sandrine
- Method 4: Headspace collection – Li/Susana
- Method 5: Permeation tubes – Ehsan/Radislav
- Method 6: Point source – Radislav/Carlos

Once those reviews are complete, we will then add figures and flow diagrams to the descriptions.

7. New Business/Activities for the Next Meeting

There was no New Business. More discussion of the Method descriptions and funding options will be undertaken at our next meeting. The Chair announced that the next meeting (WG#26) will take place on Tuesday, September 19, at 10:00 AM EDT (later changed to Monday, September 18).

8. Adjourn

The agenda being completed, Susan Schiffman moved to adjourn; Troy Nagle seconded. Without objection to unanimous consent, the Chair adjourned the meeting at 10:51 AM.

Attachment A: Participants (16)

NAME	AFFILIATION
Carlos Diaz	Ambiente et Odora
Christopher Jenson	Self
Duke Oeba	Egerton University, Kenya
Ehsan Danesh	Adsentec Ltd
Fengchun Tian	Chongqing University
Hua-Yao Li	Huazhong University of Science and Technology, Wuhan, China
James Covington	University of Warwick
Krishna Persaud	University of Manchester
Palash Kaushik	NOZE, Canada
Paul Hagan	AWLDM Systems
Radislav Potyrailo	GE Research
Sandrine Isz	Alpha-MOS
Saverio De Vito	ENEA
Susan Schiffman	North Carolina State University
Susana Palma	NOVA University of Lisbon
Troy Nagle	North Carolina State University