

IEEE P2520.1 Working Group #27

Draft Meeting Minutes

9 October 2023

WG Chair: James Covington

WG Secretary: H. Troy Nagle

1. Call to Order

Chair called meeting to order at 10:05 AM EDT. He announced that the meeting was being recorded for the purpose of preparing minutes.

2. 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 (10 of the 14 voting members were present).

3. Approval of Agenda

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

4. Approval of Previous Meeting Minutes

Minutes for WG#25 were considered. The Chair asked for approval of the recently circulated minutes. Duke Oeba moved for approval; Fengchun Tian seconded. Without objection to unanimous consent, the motion was approved.

5. 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.

6. Update on discussion with IEEE-SA

The Chair reviewed recent discussions with the IEEE-SA and their goal of developing Test Suite Specifications (TSSs). The Chair and Secretary had a conversation with Ernesto Vega Janica <e.vegajanica@ieee.org>. Ernesto can support our development of Test Suite Specifications (specific step-by-step tests) to meet our P2520.1 standard. Ernesto asked us for a clear proposal of what he is funding and the format of the document that we will deliver. We might propose a TSS for each Level of P2520.1. No specific amount was proposed but a general amount of \$10K seemed possible.

Since the IEEE-SA funding will be limited, the Chair asked for suggestions for our focus for developing the first few TSSs? He noted that complex sample handling equipment is needed, so he asked for guidance regarding specific commercially available equipment

that might be employed. In each TSS, we can use any existing equipment (regardless of branding) as an “example” for implementing the tests. How can we set specific limits to pass the Levels of P2520.1? IEEE-SA wants us to write a TSS for the test being undertaken (a detailed list steps for a specific LEVEL employing a specific METHOD). We can generate a few of these TSSs (each for one Level using one Method) and use the results to help us generate appropriate passing criteria.

7. Discussion on aspects of the standard

The Chair shared version 17.8 of the draft standard prior to the meeting. Thanks to those who submitted comments. The only remaining sections to be completed are Methods Testing and Reporting. In this version, the carrier gas is mainly air, but can be nitrogen within the EUT. Neutral air has been removed as a test condition. The Chair will add a paragraph about make-up gas for the sample. A calibration section has been added and revisions have been made to the Level descriptions. We can expect version 18 for review before our next meeting.

8. Discussion on methods of the standard

Several changes have been made the Methods documents. An Introduction has been added. New introductory sections for test bags and syringes will be added. There are now six Methods (barrels moved from Method 4 to Method 3 with sample bags). The Chair then reviewed all six Methods and highlighted recent changes and remaining points to be clarified. Method 6 on point sources needs some additional clarifications. The Chair asked all WG members to search for international standards that can be referenced in our Methods documents.

9. Any further updates on the standard

There were no other suggestions for updates.

10. New Business/Activities for the Next Meeting

There was no New Business. Actions items to be reviewed at the next meeting were summarized. The Chair will update the Standard and Methods Appendix and circulate to the WG for discussion at our next meeting.

11. Future Meetings

The Chair announced that the next meeting (WG#28) will take place on Monday, November 13, at 10:00 AM ET.

12. Adjourn

The meeting time having ended, the Chair adjourned the meeting at 11:03 AM.

Attachment A: Participants (13)

NAME	AFFILIATION
Duke Oeba	Egerton University, Kenya
Fengchun Tian	Chongqing University
James Covington	University of Warwick
Krishna Persaud	University of Manchester
Paul Kagan	AWLDM Systems
Radislav Potyrailo	GE Research
Sandrine Isz	Alpha-MOS
Saverio De Vito	ENEA
Susan Schiffman	North Carolina State University
Troy Nagle	North Carolina State University
Hua-Yao Li	Huazhong University of Science and Technology
Ettore Massera	ENEA
Patrik Aspermair	NOSI, Austria