

IEEE Sensors Council Standards Committee (SC-SC)

Meeting Minutes

29 August 2023 / 10:00 AM – 11:00 AM (EDT)

1. **Call to Order at 10 am**
2. **Roll Call and Affiliation**

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

Attendance Registration Form:

<https://docs.google.com/spreadsheets/d/1SIUt7iS7nVcJI3zEO6fQ0ZUrcymJmx1zK3jWIOi7GWc/edit#gid=771043138>

3. **Attendees at meeting**

Quorum was met.

- a. Troy Nagle
- b. Chris Schober
- c. Ehsan Danesh
- d. Gerry Hayes
- e. Houde Dai
- f. Saba Mylvaganan
- g. Sean Roche
- h. Christoph Waldmann
- i. Gopalakrishna Kuppa
- j. Sara Guler
- k. Ravi Subramaniam
- l. Vanessa Lalitte

4. **Approval of Agenda**

- a. Motion to approve by Gerry Hayes, seconded by Eshan Danesh.
- b. In the absence of objection, the motion is approved by unanimous consent.

5. **Approval of Previous Meeting Minutes**

- a. Motion to approve by Gerry Hayes, seconded by Sean Roche.
- b. In the absence of objection, the motion is approved by unanimous consent.
 - i. **March 7, 2023, approved.**
 - ii. **May 30, 2023, approved.**

6. **Working Group Updates**

- a. Update on P2520 Odor Monitoring Guide (Troy Nagle)
 - i. Initially planned to extend this for a few more years so the guide could encompass more standards that are not yet written.
 - ii. Numbering sequence was presented of in-process and future standards to show extent of project. "Extend PAR request P2520 guide".
 - iii. Since the total is at 10% complete, it was recommended to let it end. And then later submit a new PAR to bring it back to life when the future standards are complete.

- iv. Discussion followed. No objection to the approach to let it expire and resubmit the PAR later.
- b. Update on P2520.1 Odor Monitor Baseline Performance (James Covington)
 - i. Troy gave an update on the standards. Standard is about 8—90% complete. Now it is ready for testing. Funding was solicited from Standards, Sensors Council etc, and no support was found.
 - ii. Ravi & Troy met with James. Ravi updated on the status for funding for the University of Warwick lab. Ravi said he would approve the funding now, after the contract is finalized with the entity receiving the funding.
- c. Update on P2520.2.1 General Outdoor Air Odor Monitoring (Ehsan Danesh)
 - i. Now split to 2 soft groups
 - 1. Focus on chemicals/compounds.
 - 2. Develop testing protocols.
- d. Vanessa LaLitte asked about the status P2520.4.1 Standard for Chemical Manufacture. Troy noted that the working group chair is there but wants to be replaced (Susan Palma – past chair). Discussed that 4.1 needs a new chair. It is in hibernation until a new chair is found. Then if it expired, a new PAR would be submitted.
- e. Update on P1451.99 IoT Harmonization (Gopalakrishna Kuppa)
 - i. Progress update from Gopalakrishna Kuppa. Strong team in this working group. Demo will be in Singapore for the real time application of hardware.

7. Unfinished Business/Action Items

- a. SC-SC Membership Criteria (Troy Nagle)
 - i. Discussion if we should eliminate tech society and SA member requirements for voting SC-SC members.
 - ii. Currently SC-SC officers and all members must be a SC tech member society & also a SA member. These member requirements are not from SA.
 - iii. Committee voted on the intent to the desired state of voting members are not required to be SC society members or SA members. SC-SC officers' requirements would not change
 - iv. Troy (SC-SC chair) to send request to SC president and Standards committee to change requirements.
 - v. Vanessa suggested that SC-SC look at the new SA template baseline and use that as a base rather than the current baseline. Action: Troy/Gerry/Chris will work on the new template of standards and bring it to the next meeting for discussion and their endorsement. Vanessa to provide the template from SA.
 - vi. Troy presented the new SC handbook changes that affect SC.
 - 1. Changes the SC-SC chair from an election to an appointment by the SC president. Then the officers are appointed by the SC president. These are all two-year term appointments. Officers are eligible for one two-year term reappointment.
 - 2. Committee agreed that members need to attend 2 of the last 4 meetings to maintain voting rights.
 - vii. . Motion to approve the intent, Motion by Chris, 2nd by Gerry. Unanimous approval.
- b. Standards Workshop initiative at INERTIAL 2023 (Chris Schober)

- i. The workshop started with multiple presentations (Inertial technical committee (Andrei), GAP, SC-SC (Troy), ASPN and then SA). The formal SA brainstorming session was not working, so Andrei Shkel started a roundtable so everyone in the room could state what they were looking for, what issues they have, and other input into the inertial world of standards. This resulted in a spread sheet of good ideas and requests.
 1. Action: Chris to share the spreadsheet with the SC-SC team
 2. Action: Chris to follow up with Andrei to see if Sensors Letters did a call for inertial paper viewpoint articles on Standards.
 3. Question on spreadsheet on why minutes are not released? SC-SC noted that the working group minutes are on the website depending on how detailed the secretaries are in describing the discussions.
 4. Action: Chris to get demographics of the workshop attendees.
 5. Action: Ravi to send SC-SC the information on the IoT Sensors Advisory Committee Leadership Summit Oct 18-19, 2023, Seattle WA USA. And work with Chris to invite the Inertial workshop attended list.
 - c. Update on Sensors Council Industry Liaison Committee (Gerry Hayes)
 - i. ILC is reforming and aligning with the industry committee at SENSORS.
 - ii. Action: Gerry Hayes to get an update on the reforming and progress
 - d. IEEEESA ICAID on Enabling a Smart and Equitable Agriculture Ecosystem (Jack Marck)
 - i. Troy reported that Jack noted no important updates to share since the spring 2023 meeting.
- 8. New Business**
P2700-2017 should we inform those that signed up in Dallas that the working group “IEEE standard for Sensor Performance Parameter Definitions” is not active unless someone steps up to run the activity?(Chris) -Response: Most emails were not legible so no plans to contact list.
- 9. Future Meetings**
Plan to schedule prior to IEEE SENSORS 2023 meeting, since time zone, conflicts with other meetings, are problematic when scheduling with SENSORS/AdCom etc.
- 10. Adjourn at 11:07 EDT**