

**IEEE SCC20 14-1 Meeting
Piscataway, New Jersey
Steering Committee Meeting – Room ADA B
4:00PM – 6:00PM Wednesday May 21, 2014
Minutes**

<u>Items</u>	<u>Category</u>	<u>Person</u>
1 Call to Order	Action	Mike Seavey
Meeting called to order at 4:00 PM		
2 Quorum Check	Action	Teresa Lopes
2.1 Introductions/Attendance Sheets	Information	Mike Seavey
9 of 12 members present – we have a quorum		
3 Agenda		
3.1 Accept Agenda	Action	Mike Seavey
Changes to agenda		
<ul style="list-style-type: none"> • No AES or IM liaison report • No NDIA Report • 2 new PARs • 1 PAR to withdraw 		
Updated agenda accepted		
4 Old Business		
4.1 Review/Accept Minutes from Previous Meeting	Action	Teresa Lopes
No comments – minutes accepted		
5 Updated Chair’s Report	Information	Mike Seavey
Minutes due to Secretary within two weeks of the meeting		
Will update the web page to clarify where minutes and operation procedures located Kathryn is leaving us. We will be transitioning to Patricia at the end of the week.		
6 Updated Subcommittee Reports		
6.1 Diagnostic and Maintenance Control	Information	John Sheppard/Mike Seavey
We completed the 1232.3 User’s Guide ballot resolution review. It is possible some final issues will be discussed during the last day of the meeting.		
When starting the MAI Revision, we looked at issues related to SIMICA Common. This led to a discussion on the SIMICA Base standard. We are considering pulling a PAR for revision. The revision might include pulling SIMICA Common into the base and creating a new Collection schema to span the historical data.		
For the last day of the meeting, we plan to focus on administrivia and annual report elements. We may examine some of issues related to a future revision to 1232.		
6.2 Test & ATS Description	Information	Anand Jain/Ion Neag

See (SCC20 2014-01 - TAD Subcommittee Summary.docx)

6.3 Test Information Integration Information Teresa Lopes/Chris Gorringe

1671.4 Test Configuration Published

1671.4&5 Passed MEC and entering ballot (call for balloters)

167.0 User guide – Recommendation to SCC20 to withdraw PAR

1871.1 SI Templates In Ballot

1871.2 Change of personnel, looking for new participation and locating project support files

1877 Looking for Review – material is on IEEE Desktop sharing tool

6.4 Hardware Interfaces Information Steve Mann/Rob Spinner

See (HI Subcommittee Report for SCC-20 2014-1.docx)

6.5 Administrative Information Chris Gorringe

7 Liaison Reports

~~7.1 Aerospace Electronic Systems Society Information Joe Staneo~~

~~7.2 Instrumentation and Measurement Society Information Joe Staneo~~

7.3 Computer Society Information John Sheppard

There will be a SAB Meeting on June 3 in Seattle. Requested status information from the subcommittee chairs so I can report as liaison to the SAB.

As part of the IEC TC91 meeting, we discussed creating an IEC liaison or DR from CS SAB. The position would focus on including SCC20, TTSC, and DASC more actively in the future. I will be talking with Jim Moore (VP Standards Activities) about creating an official position. I may be attending IEC TC91 meeting in Tokyo in November.

7.4 National Defense Industrial Association Information Les Orlidge

Report submitted electronically after the meeting. See (NDIA ATC Liaison report for SCC20 14.docx)

7.5 U.S. DoD Information Bill Ross

See presentation (SCC20_Ross DoD Liaison Report_May 2014_ver Final.pptx)

7.6 U.K. MoD Information Malcolm Brown

See (MOD Liaison Report 14 scc20 piscataway.docx)

8 New Business

8.1 PAR Extensions Information Mike Seavey
a) P1671.1 Action Ion Neag

Need more time streamline the schema and add more use cases. There are big open issues remaining. The plan is to meet more often via web conferencing or in person to accelerate progress.

Discussion:

- Is a one year extension long enough?
 - All agree that asking for a two year extension is the right thing to do.
- Updated request
 - Change to two years
 - Move dates by 6 months

Ion Neag motions to approve the PAR extension as modified, seconded by John Sheppard. Motion passes unanimously.

b) P1671.3

Action

Ion Neag

This standard is being developed with Test Description (1761.1). Do not want to send this out for ballot until Test Description is also out for ballot. Want the same dates as Test Description.

Update time span and dates to match those for Test Description.

Ion Neag motions to approve PAR extension as modified, seconded by John Sheppard. Motion amended to change 95% to 90%. Motion passes unanimously.

8.2 PAR to be withdrawn

a) P1671.0

Action

Chris Gorringer

Withdrawing the PAR seems like the most prudent path since we don't know how long it will be before all the "dot" standards are ready.

Chris Gorringer motions to approve the PAR withdrawal, seconded by Teresa Lopes.

- If the PAR is withdrawn, can we keep the same number?
 - Yes, but the purpose can't change
- Don't want to give the impression that we are giving up on creating a user's guide
 - The same people working on the user's guide are the same people working on finishing up the "dot" standards
 - Members of the working group will continue to have access to the in process work

Motion passes unanimously.

8.3 SCC20 14-2 Meeting

Information/Action

Mike Seavey

There are rooms available at AutoTest (Saturday, September 13 and Sunday, September 14) before the conference starts if subcommittees would like to meet. Meetings held in conjunction with AutoTest tend to be more administrative than actually work done. A lot of what can get accomplished at these meetings depends on who shows up. There will be no Steering Meeting at AutoTest. Working Group chairs need to get back to Mike Seavey ASAP if they would like to meet on Saturday or Sunday before AutoTest.

The SCC20 14-2 Steering Meeting will tentatively be held October 20 & 21 in Piscataway. The IEEE has already reserved the rooms. Items on the agenda for the 14-2 Steering meeting include

- Elections
- Operation Procedures

TAD and HI subcommittees have also expressed an interest in meeting in conjunction with the Steering Meeting.

8.5 The future of SCC20

Information

Mike Seavey

Open discussion to provide feedback on the Committee

- Chris: It's OK that we might be entering a time with no new standards being developed. Will provide an opportunity to spend time focusing on the maintenance and support of the existing standards. Focus on integration of standards we do have so that they work better together.
- John: Need to make sure we don't have too strong a dependence on a core group
- Chris: We can use the maintenance cycle to entice new members to get involved. Get people to engage with the committee to address the issues they are identifying
- Bill: Most of the things that the DoD is looking for are extensions or modifications to things we already have, not brand new standards.

9 **Adjournment**

Action

Mike Seavey

Meeting adjourned at 5:34 PM