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**IEEE Product Safety Engineering Society**

**Board of Directors Meeting**

**Date: July 7, 2015 - Board of Directors Meeting Report**

**Committee Members:**

Kevin Ravo, Elya Joffe, Mark Maynard, Dan Arnold, Daniece Carpenter, Mike Nicholls, Stefan Mozar, Luiz Araujo, Bill Bisenius, Richard Nute, Grant Schmidbauer, Silvia Diaz Monnier, Jack Burns, Steli Loznen, Mariel Acosta Geraldino, Thomas Lanzisero, Bansi Patel, Homi Ahmadi

Participants

Kevin Ravo, Elya Joffe, Mark Maynard, Dan Arnold, Daniece Carpenter, Mike Nicholls, Stefan Mozar, Luiz Araujo, Grant Schmidbauer, Silvia Diaz Monnier, Mariel Acosta Geraldino, Thomas Lanzisero, Bansi Patel, Homi Ahmadi

**Next Meeting***: (Please refer to the Meeting Schedules page for a full list of scheduled meetings)*

Teleconference: 2015 2 PM Central US

* + - August – Summer Break
		- September 1, 2015
		- October 6, 2015

Face to Face: 2015

* October 24 / 25, 2015 – San Jose (Siemic - USA - Milpitas, CA)

Meeting called to order at 2:04 PM CDST

Meeting adjourned at 3:44 PM CDST

Meeting Report

Housekeeping and Secretary’s Report

* Approval of previous Meeting report
	+ Meeting Report circulated
	+ Motion to approve seconded and passed
* Approval of agenda
	+ Motion to approve seconded and passed
* Position Descriptions
	+ Progress report – Review is in progress.

Past President’s Report

* Nominations Committee
	+ All actions are on track
* Candidates
	+ Have a full slate of 10 candidates
	+ Slate of Candidates - 
	+ Motion to review and accept candidates; motion passed
* Next steps
	+ Election Ballots will be sent by IEEE, election results by mid-October
* Motion to waive the requirement for a candidate from Region 7 as there were no nominees. 
	+ Motion passed
* Past President Report - 

President Elect’s Report

* Continuing with the succession planning
	+ Identifying candidates for next President Elect
* Working on manual for President Elect
* Special committee on name change work is in progress.
* Consumer Electronics – joint committee – held at Siemic
* Next PSES Board meeting to be held at Siemic
* President-Elect Report - 

President’s Discussion

* Reports from VPs
	+ Thanks to all who circulated their reports
* Updates on Dashboard
	+ Board contact updates
	+ Action items update
	+ Review and comment or update as needed
	+ Dashboard - \_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Volunteer Positions open were discussed
* TAB updates
	+ Financial transparency – PSES finances are fairly straightforward, but some Societies with publications need some clarification
	+ Some cost to each society to support IEEE staff
	+ Proposal to change some constitution items has been withdrawn
	+ Expenses of TAB and overall IEEE reviewed for reduction and value
	+ Societies in Division 6 have been meeting as a part of TAB activities; some opportunities are being developed

Treasurer’s Report

* Report circulated
* Treasurer will be contacting each VP for budget items
* Treasurer Report - 

**Vice President Reports**

**Technical Activities**

* New Technical Committees Coordination
	+ Tom Lanzisero has volunteered
* Exemplar Global
	+ Proposed plan
	+ Held conference call with Exemplar Global
	+ Board discussion on items indicated that a marketing plan from Exemplar global would be needed; noted that some regions, such as Japan, already has a demand for certification
	+ Reviewed some approaches that were discussed at the Board meeting
	+ Exemplar Global mentioned that there is an immediate need to validate the current exam questions
	+ Comments from Exemplar Global - 
* Technical Committee Chair – Tom Lansisero
* Technical Activities Report - 

**Communications**

* Conferences CDs are available on the web
	+ Need conference proceedings for 2015
* Volunteer positions
	+ Can we post opportunities on the website?
* Distribution list for admin-pses
* Transfer of Publication responsibilities
* Communications Report - 

**Conferences**

* ISPCE 2016
	+ Reviewing budget
* Future rotating conference
	+ Need to consider new names
* Taiwan
	+ Held meetings with a university professor to work with the Taiwan chapter to establish a workshop
	+ Hope to build to 2 or 3 day conference
* CE conference will be co-located with the CES show; looking for possibility for safety track
* Berlin
	+ Have 8 papers plus a tutorial for a safety track
* Publication
	+ Committee to be kicked off – meeting once per month
	+ Working on handover of newsletter
* Conferences
	+ Committee to be kicked off
* New joint chapter in Sydney Australia
* Conferences Report - 

**Member Services**

* New Chapter Coordinator
* One of chairs requested help in soliciting help in getting speakers
* Virtual Chapter
	+ Will draft an announcement to solicit members
* Starting with a core team
* Member Services Report - 

**Liaison Report**

No reports

**Old Business**

No old business

**New Business**

No new business

**Meeting Schedules**

* **2015 Face to Face** meetings
	+ March 15, 2015 – Virtual
	+ May 16 / 17, 2015 – Chicago (with ISPCE)
	+ October 24 / 25, 2015 – San Jose
* **Monthly teleconference** schedule
	+ Teleconference meetings sent as outlook meeting notice and e-mail
	+ First Tuesday of the month (unless scheduled otherwise)
		- **2015**
		- January 6, 2014
		- February 3
		- March 3 – canceled
		- April 7
		- May 5 - canceled
		- June 2 - canceled
		- July 7
		- August – Summer Break
		- September 1
		- October 6
		- November 3
		- December 1
	+ Please send a report of your activities and update to any action items for circulation before the meeting.

**Time :**

*US Time: 3 PM ET - 2 PM CT - 1 PM MT - 12 PM (noon) PT -*

*Tel Aviv, Israel - 10 PM -  Buenos Aires – 5 PM*

*Sydney, Australia - - 7 AM ( Wednesday ) - Beijing, China – 4 AM (Wednesday)*

**Please note** that the times **may vary** depending on the local adoption of Daylight Savings Time. ***ALWAYS*** check your local time.

Daylight Savings Time around the world - <http://www.timeanddate.com/time/dst/2015.html>

***2015 Schedule for US Daylight Savings***

*Begins – March 8, 2015*

*Ends – November 1, 2015*

Time for the conference call is based on **US Central time zone. (Austin, Texas)**

Convenient web based planner is at <http://www.timeanddate.com/worldclock/meeting.html>