

AudCom Minutes

12 June 2018

**IEEE-SA Standards Board Audit Committee (AudCom)
Unapproved Minutes**

12 June 2018

9:00 a.m. - 12:00 p.m.

Hilton The Hague Hotel, The Hague, Netherlands

Members:

Doug Edwards

Travis Griffith

Guido Hiertz

Thomas Koshy

Daleep Mohla

Annette Reilly, Chair

Dorothy Stanley

Mehmet Ulema

Rudi Schubert

Sam Sciacca

Lisa Weisser, Administrator

Members Absent:

Christel Hunter

Hamid Sharifnia

Philip Winston

Guests:

Chuck Adams

Michael Atlass

Stephen Dukes

Jean-Philippe Faure

Simon Hicks

Gary Hoffman

Olia Kanevskaia

John Kulick

David Law

Hung Ling

Kevin Lu

Patrick Murphy

Robby Robson

Jon Rosdahl

Matteo Sabattini

Claire Topp

Constance Weise

Don Wright

Jingyi Zhou

IEEE Staff:

Matt Ceglia

Karen Evangelista

Joshua Gay

Jonathan Goldberg

Yvette Ho Sang

Konstantinos Karachalios

Karen Kenney

Adam Newman

Maira Patterson

Dave Ringle

[Unless otherwise noted, all votes are unanimous]**1. CALL TO ORDER AND INTRODUCTIONS**

Chair Reilly called the meeting to order at 9:00 a.m. There was a round of introductions by all present. Lisa Weisser pointed out the note on the attendance sheet to inform everyone that by signing in they agree to have their name included on the attendee list in the meeting minutes.

2. REVIEW AND APPROVAL OF THE AGENDA

Chair Reilly asked if there were any additions, deletions, or alterations to the published agenda. There were none.

A motion was made to approve the 12 June 2018 AudCom meeting agenda. The motion was unanimously approved.

3. APPROVAL OF MINUTES FROM THE 6 MARCH 2018 AUDCOM MEETING

A motion was made to approve the minutes of the 6 March 2018 AudCom meeting. The motion was unanimously approved.

4. P&P REVIEW

4.1 Status of Continuing Sponsor P&P Review

4.1.1 PE/ED&PG - Mehmet Ulema, Guido Hiertz

Motion: To recommend acceptance of the PE/ED&PG P&P. Upon vote, the motion passed.

4.1.2 PE/SUB - Doug Edwards, Daleep Mohla

Motion: To recommend acceptance of the PE/SUB P&P. Upon vote, the motion passed.

4.1.3 PE/SWG - Travis Griffith, Mehmet Ulema

Motion: To recommend acceptance of the PE/SWG P&P. Upon vote, the motion passed.

4.2 Status of New Sponsor P&P Review

4.2.1 C/S2ESC - Doug Edwards, Christel Hunter

Motion: To recommend acceptance of the C/S2ESC P&P. Upon vote, the motion passed.

4.2.2 PE/AMPS - Travis Griffith, Dorothy Stanley

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the September 2018 AudCom agenda.

4.2.3 PE/PSIM - Daleep Mohla, Dorothy Stanley

Motion: To recommend acceptance of the PE/PSIM P&P. Upon vote, the motion passed.

4.2.4 PEL/SC - Daleep Mohla, Mehmet Ulema

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the September 2018 AudCom agenda.

4.3 Status of Continuing Working Group P&P Review

4.3.1 VT/RTSC/Railcar - Travis Griffith, Thomas Koshy

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the September 2018 AudCom agenda.

NB: Based on new information from the Sponsor, this P&P review may need to remain on hold until the Sponsor reviews its Sponsor P&Ps again.

4.4 Status of New Working Group P&P Review

4.4.1 C/DA/IP Encryption - Phil Winston, Christel Hunter

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the September 2018 AudCom agenda.

4.4.2 EMC/SDCom/BLS (Common - all EMC/SDCom Individual Working Groups) - Mehmet Ulema, Dorothy Stanley

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the September 2018 AudCom agenda.

4.4.3 GRSS/SC/SAR (Common - all GRSS/SC Individual Working Groups) - Phil Winston, Dorothy Stanley

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the September 2018 AudCom agenda.

4.4.4 IM/MPS/UIITC (Common - all IM/MPS - TC39 Individual Working Groups) - Travis Griffith, Guido Hiertz

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the September 2018 AudCom agenda.

4.4.5 IM/TET/DTR Radar - (Common - all IM/TET – TC41 Individual Working Groups) - Phil Winston, Guido Hiertz

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the September 2018 AudCom agenda.

4.4.6 IM/WM&A/ADC (Common - all IM/WM&A - TC10 Individual Working Groups) - Doug Edwards, Thomas Koshy

Motion: To deem without issue the IM/WM&A/ADC P&P. Upon vote, the motion passed.

4.4.7 PE/SBLC/Transactive Energy_P825 (Common - all PE/SBLC Individual Working Groups) - Phil Winston, Guido Hiertz

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the September 2018 AudCom agenda.

4.4.8 SSIT/SC/News Site Trustworthiness - Thomas Koshy, Christel Hunter

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the September 2018 AudCom agenda.

5. OLD BUSINESS

5.1 Action Item Review - Lisa Weisser

Lisa Weisser reviewed the action items from prior AudCom meetings:

Action Item	Status	Update
1. Mike Kipness, Erin Spiewak, and Malia Zaman will work with PES Tech Council to determine next steps for PES Sponsor P&Ps in terms of a realistic expiration date for the current PES Sponsor template and whether or not a new PES Sponsor template is needed.	Complete	Report is on AudCom agenda for June 2018.

<p>2. Matt Ceglia to provide additional documentation at the March 2018 AudCom meeting on the PES process for delegating responsibility to subcommittees to get the process documented for reference and potential reuse.</p>	<p>Complete</p>	<p>Documented within report from action item 1.</p>
<p>3. Lisa Weisser to work with OPM team to review all prior accepted Sponsor P&Ps where Sponsors have not submitted WG P&Ps (due to being new Sponsors, having no active WGs, or other reasons). Outreach will include option of new Simplified WG P&P.</p>	<p>Complete</p>	<p>The list has been substantially reduced and follow up will continue with any remaining Sponsors.</p>

5.2 Update on Working Group P&Ps Outstanding - Lisa Weisser

Lisa Weisser reported on the Working Group P&P requests still outstanding following Sponsor P&P acceptance. There has been significant reduction in the number of outstanding Working Group P&Ps, and the current list is attached to these minutes and will be stored in iMeet Central. Lisa and the OPM team will continue to communicate with Sponsors to reduce the list even further.

5.3 PES Report for AudCom - Matt Ceglia

Matt Ceglia presented a report prepared by his team following meetings with the PES Tech Council officers, the AudCom Chair, and AudCom Administrator. The report showed some of the processes that PES handles differently from other Sponsors, most of which have now been incorporated into the AudCom Sponsor P&P baseline. The report identified which, if any, PES Sponsors still deviate from the processes as currently shown in the AudCom Sponsor P&P baseline. There were minimal exceptions noted, although an error was found in the presentation when it was recognized that there is only one remaining PES Sponsor in which Study Groups/Working Groups are delegated approval to submit a PAR. The report concluded; as previously noted that there is no need for a separate PES Sponsor P&P template. The updated report is now located in iMeet Central.

5.4 Ad Hoc Report - AudCom Conventions Review - Travis Griffith

Travis Griffith provided an update about the work that has been done by the AudCom Conventions Review ad hoc, which used the draft documents developed in 2017 as the basis for its work. There was a discussion about the review process

and specifically timing, and Chair Reilly asked Travis and the ad hoc to also review the instructions documents for the baselines to see if those can help add clarity to the review process. The ad hoc, chaired by Travis Griffith, added Guido Hiertz along with current members: Matt Ceglia, Thomas Koshy, Mehmet Ulema, and Lisa Weisser.

AI: Lisa Weisser will provide the in-progress versions of the Conventions documents to AudCom.

AI: Lisa Weisser will send a Doodle poll to determine the next meeting of the ad hoc.

5.5 SASB/SCC18 P&P (SCC Type 1 Baseline) - Christel Hunter

In Chris Hunter's absence, Chair Reilly asked John Kulick to provide an update on the status of the SASB/SCC18 P&Ps. John reported that, after several meetings, the SASB SCC18 Oversight Committee sent revised P&Ps to SCC18 for final feedback in the coming weeks.

6. NEW BUSINESS

6.1 Open Source Ad Hoc Report to AudCom - Dorothy Stanley

Dorothy Stanley shared information about the Open Source ad hoc and mentioned that each committee will need to determine what changes might be needed as a result of the Open Source Software (OSS) framework that is being developed.

7. DATE OF NEXT MEETING

The next meeting of AudCom will take place by teleconference on or close to 7 September 2018.

AI: Lisa Weisser will send a Doodle poll to determine the date for the September AudCom teleconference.

8. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:52 a.m.

Updated 6 July 2018

BTS/AVTech Audio and Visual Techniques	Accepted	Not Received (No WG - confirmed)	12-Jun-2014	31-Dec-2019
VT/LT Land Transportation	Accepted	Not Received (No WG - confirmed)	12-Jun-2014	31-Dec-2019
AES/RS Radar Systems Panel	Accepted	Not Received (Have PARs now)	21-Aug-2014	31-Dec-2019
CRFID/SC Standards Committee	Accepted	Not Received (No WG confirmed)	21-Aug-2014	31-Dec-2019
NTC/SC Standards Committee	Accepted	Not Received (No WG confirmed)	26-Mar-2015	31-Dec-2020
SASB/SCC22 SCC22 - Power Quality	Accepted	Not Received (No WGs?)	11-Jun-2015	31-Dec-2020
SEN/SC Standards Committee	Accepted	Not Received (But were done in 2017)	03-Sep-2015	31-Dec-2020
SMC/SC Standards Committee	Accepted	Not Received (But were done in 2017) Received June 2018	03-Sep-2015	31-Dec-2020
C/SI Simulation Interoperability Stds Organization/Std Activity Committee	Accepted	Not received (Received, but retracted 2016)	05-Dec-2015	31-Dec-2020

IM/ST TC9 - Sensor Technology	Accepted	Not Received (but were done in 2017)	05-Dec-2015	31-Dec-2020
UFFC/UFC IEEE Ultrasonics, Ferroelectrics and Frequency Control	Accepted	Not Received (for recent request; no WGs)	05-Dec-2015	31-Dec-2020
IM/MBM TC25 - Medical and Biological Measurements	Accepted	Not received (but were done in 2017) No active WG's	30-Jun-2016	31-Dec-2021
IM/MPS TC39 - Measurements in Power Systems	Accepted	Not received (but were done in 2017) Received May 2018	30-Jun-2016	31-Dec-2021
IM/TET TC41 - Traffic Enforcement Technologies	Accepted	Not received (but were done in 2016) Received May 2018	22-Sep-2016	31-Dec-2021
RS/SC IEEE Reliability	Accepted	Not received (Have PARs again)	22-Sep-2016	31-Dec-2021
SASB/SCC31 SCC31 - Automatic Meter Reading and Energy Management	Accepted	Not received	22-Sep-2016	31-Dec-2021
AES/GA Gyro Accelerometer Panel	Accepted	Not received (Have PARs again) Will request from Randy Curey (5/10/18)	07-Dec-2016	31-Dec-2021
CES/SC Standards Committee	Accepted	Not received	07-Dec-2016	31-Dec-2021

IAS/ESafeC Electrical Safety Committee	Accepted	Not received (No WGs confirmed)	07-Dec-2016	31-Dec-2021
IM/SDM TC40 - Secure and Dependable Measurement	Accepted	Not received (No WG confirmed)	07-Dec-2016	31-Dec-2021
AES/UWBRC Ultrawideband Radar Committee	Accepted	Not received (No WGs confirmed)	05-Feb-2017	31-Dec-2022
PE/ESSB Energy Storage & Stationary Battery Committee	Accepted	Not Received	23-Mar-2017	31-Dec-2022
AES/UAS/UAV/SC Unmanned Aerial Systems and Unmanned Aerial Vehicles Standards Committee	Accepted	Not Received (No WGs confirmed)	15-Jun-2017	31-Dec-2022
C/CPSC Cybersecurity and Privacy Standards Committee	Accepted	Not Received (formerly C/IA)	15-Jun-2017	31-Dec-2022
CIS/SC Standards Committee	Accepted	Not Received (no WG confirmed)	28-Sep-2017	31-Dec-2022
ITSS/SC Standards Committee	Accepted	Not Received (no WGs)	28-Sep-2017	31-Dec-2022
PE/PSRCC Power System Relaying and Control	Accepted	Not Received These are in progress on the 2017 bline, but need time.	06-Dec-2017	31-Dec-2022
COM/GreenICT-SC Green ICT Standards Committee	Accepted	Not Received (Recent) Submitted now on 2015	19-Feb-2018	31-Dec-2023

PHO/SC Standards Committee	Accepted	Not Received (Recent; New but have PARs now)	19-Feb-2018	31-Dec-2023
PE/NPE Nuclear Power Engineering	Accepted	Not Received (Recent)	08-Mar-2018	31-Dec-2023
C/S2ESC Software and Systems Engineering Standards Committee	Accepted	Not Received (Recent)	14 June 2018	31 Dec 2023
PE/ED&PG Energy Development & Power Generation	Accepted	Not Received (Recent)	14 June 2018	31 Dec 2023
PE/PSIM Power System Instrumentation and Measurements	Accepted	Not Received (Recent)	14 June 2018	31 Dec 2023
PE/SUB Substations	Accepted	Not Received (Recent)	14 June 2018	31 Dec 2023
PE/SWG Switchgear	Accepted	Not Received (Recent)	14 June 2018	31 Dec 2023

Prior:

Need WG P&Ps = 12 No WGs – is it still the case? =13 WG P&Ps done between request times/never submitted = 2; may be more from yellow

Including June 2018 new requests:

Need WG P&Ps = 17 No WGs – is it still the case? =13 WG P&Ps done between request times/never submitted = 2; may be more from yellow