



**STANDARDS COORDINATING COMMITTEE 28
(NONIONIZING RADIATION)**

IEEE ICES Subcommittee 2

Committee on Terminology, Units of Measurement, and Hazard Communications

December 4, 2003, San Antonio

1. CTO - by Chairman Ric Tell at 1:08 pm
2. Introduction of those in attendance, distribute sign-in roster
3. Approval of agenda – proposed agenda approved
4. Secretary's Report
 - Review and approval of minutes of Maui meeting – minutes approved as presented.
 - Membership report – SC2 currently has 59 members on its roster. Five observers attended the meeting. Don Umbdenstock of Sensormatic requested membership on SC2. Richard Woods of Sensormatic announced he is retiring this month and would no longer be active on SC2.
5. Old Business:
 - a. PAR Status – Request of name change to C95.7 or C95.2.1. – Ric Tell discussed the status of the PAR for developing a recommended practice for an RF Safety Program and suggested that the reference number be changed. Several suggestions were received from the floor. Jules Cohen and Brad Roberts commented in favor of a C95.7 designation.
 - b. Status of Glossary of RF Safety Terms – Ron Petersen reported on status of the Glossary list. There was discussion but no decision as to the final form or objective for this list of unique terms in the EMF health and safety area. Possible publication means suggested include a committee document (white paper?) or a published Guide.
 - c. Recap of recent history of Recommended Practice document progress and SC-2 ballot results - Ric Tell and Dave Baron reported on the subcommittee vote status and comments received on the draft standard, C95.7. A ballot summary is attached. 26 of 27 members of the ballot group returned ballots. 100% of those voting voted affirmatively. 54% of those responding with an affirmative vote submitted comments. D. Baron summarized the SC2 ballot process:
 - Solicitation of a ballot group.
 - Obligation to respond by those in the ballot group.
 - Formal response required with specific proposals for suggested changes.
 - To be valid, 75% of the balloting group must vote.
 - Of those who return ballots, 75% must vote affirmatively for passage of the ballot.
 - Ballot issues and comments will be resolved in accordance with IEEE balloting procedures.

A partial summary of comments was distributed to those attending and there was a short discussion of major comments. These comments centered on:

- Category definitions
 - RFSO qualifications
 - Amateur radio operators
 - Signage applications
- d. Plan for submission to ICES – It was proposed that the process include the following steps:
- Appoint a Ballot Resolution Committee (BRC) to address the ballot comments.
 - Address all comments whether from affirmative or negative ballots.
 - Recirculate the updated draft to the balloting committee for review with out a vote. Ballot group members would have the option to reject the updated document.
 - The revised draft document will be submitted to ICES for ballot.

It was M/S/C [Varanelli/Adair] to formally adopt this plan.

6. New Business – There were no items of new business.
7. Time and Place of Next Meeting – SC2 will meet in conjunction with the ICES meetings in Washington, DC, in June, 2004.
8. Adjournment – There being no further items of business, the meeting was adjourned at 2:45 pm.

Submitted by:

David Baron
Secretary, SC2, ICES

6 December 2003

Attachments: C95.7 Draft Ballot Voting Summary
SC2 Membership/attendance list