

**2012 PCIC Safety Subcommittee  
Approved Meeting Minutes  
September 25, 2012**

**(Approved at 2013 PCIC Safety Sub-Committee Meeting)**

1. Welcome
  - Paul Sullivan (Chair) called the meeting to order at 3:45pm. Ed Larsen (Vice-Chair) distributed paper review forms. Ilan Balasubramanian (Secretary) gave roster instructions.
2. Safety Subcommittee Officers
  - Paul Sullivan requested the committee members to volunteer to become officer of Safety Subcommittee. It will be a six year commitment beginning next PCIC conference – 2 years as Secretary, 2 years as Vice-Chair and 2 years as Chair. If any member is interested in becoming an officer, contact Paul Sullivan or other Safety Subcommittee officers for more details.
3. Safety Subcommittee Membership Update

<b>Total members present</b>	54
<b>Total guests present</b>	45
<b>Grand total present</b>	99
<b>Total drops</b>	24
<b>Total membership</b>	196
<b>Member paper reviewers</b>	33
<b>New member paper reviewers</b>	18
<b>Grand total paper reviewers</b>	51
4. PCIC Safety Excellence Award
  - Paul Sullivan gave the PCIC Safety Excellence Award to Dan Doan for his achievements at the PCIC conference.
  - Any PCIC member who has not been awarded this excellence award can be nominated for consideration. Paul Sullivan will later email the nomination form to the safety subcommittee members and it is due on November 2<sup>nd</sup>. The safety sub-committee officers will evaluate the nominations and will send the recommendation to the PCIC executive members. The award will be finalized during PCIC winter meeting.
5. Reference Websites will be posted at IEEE Safety sub-committee website.
6. 2011 Subcommittee Meeting Minutes were approved and will be posted at the IEEE safety sub-committee website.
7. Outstanding Technical Contribution Award
  - Paul Sullivan will send nomination form via email to the safety subcommittee members and the nomination forms are due back on November 2<sup>nd</sup>.
8. 2013 Safety SC Paper Proposals
  - There were no carry over papers from last year. Paul led review of abstracts of potential papers for next year and asked whether anyone wanted to submit abstracts. One abstract (#9) was submitted at the meeting. In total, nine abstracts were evaluated by the safety sub-committee members at the meeting. Either an author or an author's rep made brief verbal presentations for each of the abstracts submitted. Four abstracts (3 + 1 carry over) will be finalized for next year's conference.
9. Special Presentation – Electrical Safety Workshop Update, Creation of IAS Electrical Safety Committee – Danny Liggett

- A copy of the presentation will be posted at the IEEE Safety Sub-committee website.
- Dennis talked about ESW 2012 in Daytona Beach. The workshop received an excellent feedback for the technical content and the location. There were 367 attendees.
- Dan Doan talked about the upcoming ESW 2013 in Dallas on March 11-15, 2013. He mentioned that poster sections will be introduced with 10 posters from students. Please look for IEEE ESW website for additional registration information.
- ESW 2014 will be held in San Diego, CA on Feb 4-7. Details are yet to be finalized for the ESW 2015 which is scheduled to be held in Louisville, KY and the location has not been finalized for the ESW 2016. Danny Liggett needed volunteers to serve as officers at these workshops.
- ESW started as a working group of the PCIC Safety Sub-committee and then became a PCIC sub-committee on its own. In May 2012, ESW became one of the IAS committees. Now, ESW has its own established bylaws and operation manuals. No additional ESW meetings will be held at PCIC in future.

10. Adjourn

Respectfully submitted,

Ilanchezhian Balasubramanian

Secretary