

**IEEE Seattle Section
Executive Committee Meeting Minutes**

Date: Tuesday, Sept 11, 2007
Time: 6 - 8 p.m.
Place: Overlake Round Table Pizza, Redmond

Attendees: Aziel Epilepsia (UW), Bob Higgins (Computer Secy), Curtis Lu (membership), Andrew Rees (Chair), Erik Godo (Secretary), Dan Harrison (EMBS), Maury Miller (PACE), Dave Butcher (PSEC), Andrew Liong (Computer), Mike Becker (Computer), Joe Decuir (Vice Chair), Bob Higgins (Computer), Del Johnson (Treasurer) SPU advisor(Don Peter), David Butcher (PSEC), Mithun Banerjee (GOLD), Max Emrick (Power), Danny Stevey (member)

Meeting Minutes Approval

- Minutes for the June meeting were not approved – Erik to make sure they were posted on web site (they weren't) and send out e-mail.

Chair's Report – Andrew Rees

- Bylaws: I still intend to translate our bylaws into an appendix of the regional bylaws as discussed in the previous meeting. No work has occurred.
- New Issues – proposed date for Fall NW area meeting October 6th proposed Saturday in Portland. Will present two slides, updates from spring area meeting slides.
- Region 6 OpCon attending in San Diego
- Fall Banquet planning – Tried to contact the speaker, but having trouble. Might be traveling with entourage of 11 people. Need to work on backup. Talked about power presentation. 15-20 minutes presentation.
- PEL chair and CAS chair – need to use e-notice. Erik to do it for both. New CAS chair will be Aziel Epilepsia – Erik to sign him up with IEEE.
- New issues – BJ Ford left to Montana – need new awards chair – put in datalink request
- Still need Power Electronics Chair – Paul Biehl, willing to help but not willing to chair. Erik will send out e-mail to PEL and CAS members asking for chair.
- Future Cities – looking for more schools
- PES conference in Seattle – March 15-18, 2009.
- Del talked about pre-loaded credit card that they use for conference budgets. Max is learning about concentrated banking accounts.
- Nominating committee for next years officers – need to get that going – need to find Secretary – found him – Dave Butcher

Vice Chair's Report – Joe Decuir

- Fall banquet booked for 1 November at Salty's: speaker NOT settled (from China IEEE); polo shirts for awards
- We need to determine who (for budgetary and sizing reasons) get them.
- The IEEE Vancouver (BC) Section is bidding to host an IEEE Ultra Wideband conference in Sept 2009. They invite us to contribute. decision is to be a part of it, less than \$5000 would be commitment.
- SU & UW chapters are vibrant; we are likely to have representatives tonight.
- I visited SU in May, to talk about engineering careers.
- SPU chapter is alive; email contact made last Spring; maybe someone will attend tonight.
- WWU chapter is alive; I visited in January.
- I haven't had direct contact with DeVry chapter this year yet.
- I am trying to arrange to meet ITT Everett people to organize a chapter there.
- For all chapters: I need to determine the new officers; I need to recruit contest participation (e.g. papers for Spring 2008)
- Talked about shirts – gave Joe some leads (Jessi Byrd)

- Organized student paper contest – talked about making it a PACE event, then can get \$500. suggestion is to have a plenary speaker on a good topic. Will do it on a Seattle Section basis. There is a line item for grant-in-aid. Will use same contest amounts as regional competition to encourage interest.

Treasurer's Report – Del Johnson

- Got info from IEEE and costs \$230 to do the audit – we are doing that route, will do it each year.
- \$58,665 in checking, investment \$? – has been going up.
- Shall we increase student chapters – they usually spend \$500 by mid-year. Maybe more for bigger chapters. Scale by members next time we work the budget.
- Need to train the new chapter chairs on distinguished lecturer process so there is no confusion.
- Motion to drop out of AELC pending on Paul saying so.

Secretary's Report – Erik Godo

- Forgot to send out reminder and print out minutes

PACE Report – Maury Miller

- Innovation in global economy – design squad, SPAC, how to interview, slides up on region 6 – will send url to excom.
- Russell Harris on grass root activism
- PSEC meeting – first Monday of the month
- Asked, and never had the need for a merchant account. 123signup was used to do credit card processing.

Membership - Curtis Lu

- Picnic – 50-60 people showed up – under budget.
- Want to do senior membership drive – early November meeting in Bellevue city hall, now Tuesday-Friday, two week max lead time. Joe will help. Will bring proposal for October meeting.

GOLD – Mithun Banerjee

- Had one meeting – need to have one more this year – will give budget left from Del (\$440).
- Been contacted by Region 6 GOLD – next year Curtis will be GOLD chair, Mithun would like to be Awards chair, then need a new membership chair.

PSEC – Dave Butcher

- Science Decathalon – looking for money and volunteers. Hoping to get \$500 and volunteers from IEEE. Put in datalink. Need to check out decathalon – October 15th is deadline. Will be talked about October 9th.
- Mentor Nights coming up – can sign up on the web site – going to be one in January in UW, hoping each group could contribute \$50 – approved – also advertise in datalink.

Future Cities

It would be great if you could disseminate this information to your engineering society by e-mail or through your website. The competition needs your help in any of the following areas:

1. School Recruitment <http://www.ieee-seattle.org/futurecity/register.html>
2. Financial Sponsorship <http://www.ieee-seattle.org/futurecity/sponsors.html>
3. Engineering Mentors <http://www.ieee-seattle.org/futurecity/mentors.html>
4. Judges <http://www.ieee-seattle.org/futurecity/judges.html>

Take a look at the Future City Website <http://www.ieee-seattle.org/futurecity/index.html>. You will see IEEE, INCOSE, IIE and ASHRAE all listed as sponsors of the competition. We would love to add your society to the list of sponsors.

Contact Steve Allen (sallen@ieee.org) or Karen Pavletich (kpavle@ieee.org) if you would like to help or if you have questions.

Chapter Reports:

EMBS – Dan Harrison

- Addressing needs of aging population with panel on October 3rd – Wednesday night.

Computer Society – Andrew Liong

- Making progress on formal method presentation – now October 22nd
- Waiting for business card
- Joe gave him contact of Toby Nixon for Microsoft access.

Power Engineering – Max Emrick

- PES General Meeting Information
- PES has schedule two meeting schedules for September and October. They are:
 1. September 27th Meeting - Engineers Without Borders SYNOPSIS: The University of Washington (UW) chapter of Engineers Without Borders (EWB) will discuss their recent site implementation trip to Yanayo, Bolivia where they introduced stoves with chimneys, corrugated metal roofs, an irrigation system, and addressed educational issues.
 2. October 25th Meeting - The History of Silicone Injection and Strategies for Stretching Your Cable Reliability Budget. Rich Brinton, Vice President, Novinium
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- PES Northwest System Symposium Update, NWESS
- The local chapter of IEEE PES is working on a training symposium scheduled for Feb. 21 and 22 2008. The format is that local energy companies, Tacoma Power, Seattle City Light, Snohomish County PUD, BPA, PSE, the University of Washington as well as private companies such as AREVA and RW Beck, help put on a 2 day low cost training seminar for engineers, consultants. Last years event raised revenue for the local chapter. We have applied for an IEEE concentrated banking account and are waiting for National to approve. If approved all the banking and financial auditing would be through IEEE. There were two planning meetings, July 17th and August 28th held over the summer. The goal of these planning meetings was to establish a curriculum and preliminary budget as well as identify potential speakers for the event. The next meeting planning meeting is scheduled for October 2 at the University of Washington.
- Officers and Organization of NWESS 2007 -2008
- Chair– Mohamed El Sharkawi, University of Washington
- Vice Chair – Max Emrick, Tacoma Power
- Secretary – Francis Tong, Tacoma Power
- Advertising and Registration – Robert H. Fletcher, Snohomish County PUD
- Treasurer(s) – Rich Christie, University of Washington and Robert H. Fletcher, Snohomish County PUD
- Website – Mohamed El Sharkawi, University of Washington
- Members at Large – BPA(George Reich, Hardev Juj), Seattle City Light(Franklin Lu), AREVA(Jay Giri), Snohomish County PUD(John Martinsen, Derek Backholm), University of Washington(Mark Damborg ,Alex Mamishev), Puget Sound Energy(Kebede Jimma, Ron Forster)
- PES Local Planning Committee for PSCE Conf March 15-18th, 2009 in Seattle

- There was one PSCE local committee planning meeting, July 13th, held over the summer. The local committee is scheduled to meet every two months in 2007 and monthly in 2008. The local committee's goals for 2007 are to identify key activities and timelines to support National such as: provide local support and volunteers, finding a key note speaker, identify technical and companion tours, etc. The next meeting is scheduled for Sept. 13 at Seattle City Light.
- The local IEEE PES officers for the PSCE 2009 event are:
 - Chair - Hardev Juj,
 - Vice Chair – Max Emrick,
 - Secretary – Forest Bigenho & Curtis Lu,
 - Treasurer – Forest Bigenho & Derek Backholm
 - Local Subcommittee and Subcommittee members
 - Plenary Session/Keynote Speaker Committee - John Martinson, Hardev Juj, Max Emrick, Jay Giri, Forest Bigenho, George Reich, Rich Christie
 - Technical Tours – Kevin O'Conner, no backup
 - Companion Activities – Nate Gillen, Leann Kostek
 - Technical Program Coordinator – Rich Christie
 - Student Program Support - Mohammed El-Sharkawi, Alex Mamishev
 - Technical local sponsor group – Max Emrick, Francis Tong, George Thomas
 - Communications/Publicity Chair: Curtis Lu.
 - Logistics Group: Isabel Rincon, Nate Gillen
 - The Chair of each Subcommittee is listed first.
- Going to work on web site some – out of date and person is not updating it

Student Chapters:

University of Washington – Aziel Epilepsia

- Starting classes last week of September – need a secretary
- Joe going to give a talk to general meetings, also to advertise the paper contest.

Seattle Pacific University – Don Peter

Working on an alumni lecture series

Old Business: none

New Business: none

- Next meeting is October 9th.

Meeting Adjourned

Submitted by Erik Godo