

**IEEE Seattle Section  
Executive Committee Meeting Minutes**

**Date: Tuesday, June 9, 2009**

**Time: 6 - 8 p.m.**

**Place: Overlake Round Table Pizza, Redmond**

**Attendees:**

Erik Godo (Chair), Dave Butcher (Vice Chair), Kambiz Rahimi (Secretary), Mike Becker (C-16 Co-Chair), Ben Sherman (DeVry Chair), Joe Decuir (Student Activities Chair), Dick Wilkins (Treasurer), Jeff Rackowitz, Dan Harrison, Bob Higgins, Anastasia Davis, Sudhakar Kumar, Max Emrick, Scott Cherry, Larry Tietze, Wilfred James

**Meeting Minutes Approval**

- May minutes are approved.

**Chair's Report – Erik Godo**

- Bylaw revision – waiting for becoming an ex-chair
- Oregon Section field trip – looks like we missed the boat for advertising – couldn't create summary fast enough – need to since it is still in June and we can get it in the Datalink – Erik did this and we posted.
- IEEE-USA policy appointment – no word yet – Erik will contact Leonard and ask what is status. Almost done is status.
- Life member activity group charter - \$1K per year – status – Curtis is tracking
- ACTION: when we get closer do PR on Micro-Mouse – TV/newspapers.
- MGA items to work on:
  - ACTION: Create and send out congratulatory letter to graduating seniors.
  - ACTION: need to work associate members upgrade - see how many we have which are eligible.
  - ACTION: Recognize new fellows at banquet - available via SAMIEEE.
  - ACTION: Recognize new senior members with pins - make it into a ceremony and then hit them up for volunteering.
- PACE – we have a project – what is it again?
- ACTION: WIE chair - we need to get list from Steve of the WIE members and startup an affinity group. Feed the info to Rhonda Schennum once we have to volunteers. – We have WIE volunteers, we sent out e-notice for signatures.
- ACTION - check on expert now for presentations/training
- We can use Region/Area resources to handle problem student chapters (UW).
- ACTION: Student chair (Joe) to get a copy of the student training workbook – did you Joe?
- ACTION: Seattle Section website to link to other local IEEE websites (Portland, Vancouver, etc.) - we may be doing this.
- ACTION: review MGA concepts with the Section leadership – not talked about
- ACTION: Try different things for section meetings - bring your family? – not discussed
- Region 6 nominees
  - AEA Outstanding Corporate Service to Engineering Community
  - Microsoft Outstanding Corporate Service to Engineering Community (voted for)
  - SEL Outstanding Corporate Service to Engineering Community
  - Clint Cole Outstanding Engineer Award
  - Chris Diorio Outstanding Engineer Award (voted for)
  - Shawn Chen Outstanding Engineer Award
  - William a (Bill) Pike Outstanding Leadership and Professional Service
  - Harry Turtchanow Outstanding Leadership and Professional Service
  - Brian Johnson Outstanding Leadership and Professional Service
  - Seattle DeVry Outstanding Student Branch (did not vote – wanted the rest of region to decide)
  - SPU Outstanding Student Branch

**Vice Chair's Report – Dave Butcher**

**PSEC – Dave Butcher**

- Contract is signed with Salty's for Fall banquet on Oct. 27
- A speaker from Seattle University and Engineers Without Borders is recruited for the Fall Banquet.
- New PSEC officers are elected for next year.

**Treasurer's Report** – Dick Wilkins

- All accounts are within budgets.
- Break down of the 2008 rebate is received from IEEE-USA.
- Future City competition is asking for their \$2000 allocated budget now. Motion is approved to transfer the funds.
- Will check on the bonus for merging all accounts into concentration banking.

**Secretary's Report** – Kambiz Rahimi

- Submitted L31 forms for EXCOM meetings.
- Please send me DataLink material by the first of the month.

**Membership** – Curtis Lu**GOLD** – Curtis Lu

- Two new senior members (Long Duong & Jacques Rudell) from May Review Meeting.
- The Senior Membership Drive will be at the Bellevue Regional Library on June 10, 2009. I have 34 applicants and 16 volunteer references.
- I will follow up on the life member Affinity Group.
- I will work on the Section picnic after the Senior Membership Drive and expect it to happen in August.

**Awards** – Jeff Rackowitz

- New Entrepreneur Award is started by IEEE, nominations are sought by July 31.
- PSEC awards need nominations from the section.

**Educational Activities** – Joe Decuir

- Wireless Workshop Planning: We had intended to have this in October. The Survey appears to support that. I have sent out the results as a presentation. Oct 30-31 is selected for the workshop. Cell phone applications seems to be most popular based on the survey results. Venue contract needs to be signed now. We will follow up with a conference call in July.
- Study Groups: We asked for \$25,000 to provide a means for members to earn Xplorer (MDL) access. IEEE New Initiatives Committee (NIC) is mostly concerned with the quality of the work produced. They offer us \$5,000 to come up with a small (2-3) number of papers. I am waiting to hear from IEEE staff about details. Pending those details, the next steps include:
  1. Understand exactly what they will fund
  2. Draft a presentation on that program
  3. Schedule a fall Section meeting where this Program is presented, to recruit: technical chapters, participants/authors, content Reviewers

If NIC likes the results from the first program, we can ask for more. I did not get much in the way of detail since then. The open question: how will we get the money? They expect to put it into a concentration banking account. I would like to be able to transfer money from that account to MDL. This is not sorted yet.

- Student-Employer Panel: set a new date (or at least month), confirm the venue, recruit Panel volunteers.

**Chapter Reports:****PES** –

- PES and the Northwest Energy System Symposium 2010  
There was an IEEE PES Northwest Energy System Symposium 2010 planning meeting held at the University of Washington on Thursday May 21. This symposium is intended to provide a forum for these organizations to share their needs, challenges and capabilities. An additional objective of at least equal importance is for the individuals to become better acquainted with the power community in the Northwest region. The conference was put on in 2007 and 2008. Attendance at the conference has been in around 125 people. In the past the conference has made a little bit of money for the Seattle section.
- NWESS Conference Date: Feb. 17 & 18, 2010
- Next planning meeting for this event is June 11, 2009. University of Washington, 9:00am - 12:00pm, Room AE108. May 21, 2009 NWESS Planning Meeting Attendees: Max Emrick, Mohamed El Sharkawi, Francis Tong, Travis Metcalfe, Kebede Jimma, Ron Forster, Mani Venkata, Eivind Perander, George Reich, Lena Tat, Rich Christie
- Officers elected and Organization for the 2009- 2010 NWESS  
Chair- Mohamed El Sharkawi, University of Washington  
Vice Chair – Max Emrick, Tacoma Power

Secretary – Francis Tong, Tacoma Power  
 Advertising/Brochure - Robert H. Fletcher, Snohomish County PUD  
 Registration – Ron Forster and Kebede Jimma, Puget Sound Energy  
 Treasurer(s) – Rich Christie, University of Washington and Robert H. Fletcher, Snohomish County PUD  
 Facilities – Mark Damborg, University of Washington  
 Website – Mohamed El Sharkawi, University of Washington  
 Speaker Coordinator – Mani Venkata, University of Washington  
 Binders/Books – Travis Metcalfe, Tacoma Power and Ron Forster and Kebede Jimma, Puget Sound Energy  
 Members at Large – BPA (George Reich), Seattle City Light (Lena Tat, Eivind Perander), AREVA (Jay Giri)

- **Conference Budget:**  
 Rich Christie presented the previous budget carryover, approximately \$8,000 that will be available to start this event. Previously the local PES thought this money could be transferred to a new concentrated banking account and it could continue to use these funds and accounting in 2009-2010. National has requested that this account be closed. There could be a potential fine for not properly closing this event and bank account. Mary Ann C. Fritzing from IEEE has requested the following documentation. (Final Financial Report, Proof of bank closure, Distribution of surplus, Certificate of Accuracy, 1099/1042 information, Audit if necessary). Please send your response and any possible attachments to Conference-Finance@ieee.org. The surplus money from the 2008 NWESS will be transferred to the EXCOM budget.

**NWESS 2008 Account balance** 7,927.97

**Estimated 2009-2010 NWESS Total Expenditures** \$15,551.50

A motion is made to approve this budget, motion passed without opposition.

- **Conference Theme and Format:**  
 The theme of the conference is "Smart Grid Technology Applications". We are looking at putting together three tracks similar to past conferences, along with a Plenary Session in the morning on the first day and a keynote session in the morning on the second day.  
 Track 1. Communications System for Smart Grid: System architecture, designs, and security, Standards and protocol, Case Studies (2 cases)  
 Track 2. How to Prepare and Build a Smart Grid: Planning, Implementation, Standards, Costs  
 Track 3. Smart Grid Load Management: Smart house, Energy storage, Peak shaving, Storage Systems, Demand response, Plenary Session  
 Aim to get political or regulatory type speaker for the Plenary Session on the 1st day.
- **Other Items:**  
 A general meeting is scheduled for June 11, 1:00pm at the University of Washington Room AE108 to discuss PES Officer Elections. There is a list of potential officers and a small committee will discuss when and how to have new officer elections.

**C-16 –**

- Society membership drive has started.
- Planning on 3 talks for year in the following areas: green computing, gaming with purpose, and software test technologies.

**EMB –**

- Joint talk with Seattle Biomedical Society.
- Planning another talk on UW Masters in Bio-engineering program.

**Student Chapters:**

**DeVry -**

- Shirt order started for the student chapter.
- Planning for work on the maze for the Micromouse contest over the summer.

**Meeting Adjourned**

Submitted by Kambiz Rahimi