

**IEEE SA STANDARDS BOARD PROCEDURES COMMITTEE (ProCom)  
MEETING MINUTES**

**22 March 2022**

**1:30 p.m. – 3:00 p.m. UTC  
Teleconference/Webex**

**Attendees**

**Members Present:**

Ted Burse, Chair  
Ramy Fathy  
Travis Griffith  
Gary Hoffman  
Kevin Lu  
Damir Novosel  
Annette Reilly  
Robby Robson  
Dorothy Stanley  
Sha Wei  
Philip Winston

**Members Absent:**

None

**IEEE Staff:**

Christy Bahn  
Kim Breitfelder  
Matthew Ceglia  
Karen Evangelista  
Jonathan Goldberg  
Jodi Haasz  
Yvette Ho Sang  
Konstantinos Karachalios  
Soo Kim  
Michael Kipness  
Vanessa Lalitte  
Kelly Lorne  
Erin Morales  
Ashley Moran  
Mary Lynne Nielsen  
Elizabeth Okutuga

Tania Olabi-Colon  
Dave Ringle, Administrator  
Pat Roder  
Jennifer Santulli  
Tom Thompson  
Lisa Weisser  
Malia Zaman

**IEEE Outside Legal Counsel:**

Claire Topp – Dorsey & Whitney LLP

**Guests:**

Michael Atlass  
Matthews George  
Latonia Gordon  
Guido Hiertz  
Yousef Kimiagar  
David Law  
Johnny Lin  
Hung Ling  
Xiaohui Liu  
Roger Marks  
Kesang Namgay  
Jon Rosdahl  
Matteo Sabattini  
Lachlan Scully  
Mark Siira  
Don Wright  
Yu Yuan

1           CALL TO ORDER

Chair Burse called the meeting to order at 1:30 p.m. UTC.

2           INTRODUCTIONS

There was a round of introductions by all present.

It was noted that the meeting was quorate.

3           APPROVAL OF [AGENDA](#)

**There was a motion to approve the agenda. In the absence of objection, the motion was approved.**

4 APPROVAL OF THE [06 DECEMBER 2021 ProCom MINUTES](#)

**There was a motion to approve the 06 December 2021 2021 ProCom meeting minutes. In the absence of objection, the motion was approved.**

5 OLD/UNFINISHED BUSINESS

None.

6 NEW BUSINESS

6.1 [Proposed Updates](#) to SASB OpMan RE: Review of Liaison Relationships – Haasz

Jodi Haasz reviewed the proposed updates to the SASB OpMan.

There was discussion.

There was a motion (Hoffman) to Disapprove the proposed updates. The motion was approved. [Vote: Yes=9, No=1 (Reilly)].

Chair Burse formed a ProCom Ad Hoc RE: Liaison Relationship Annual Review and Use of 'Subgroup' in the SASB OpMan.

Chair:

Gary Hoffman

Volunteer Members:

Ted Burse, David Law, Daleep Mohla, Annette Reilly, Robby Robson, Dorothy Stanley, Sha Wei

Staff Members:

Dave Ringle, Karen Evangelista, Jodi Haasz, Elizabeth Okutuga

The Ad Hoc is expected to provide a report at the June ProCom meeting.

7 [NEXT MEETING](#)

The next ProCom meeting will be scheduled to occur on 14 or 15 June 2022.

8 ADJOURNMENT

There being no further business, the meeting was adjourned at 2:04 p.m. UTC.