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**Minutes of the
Executive Committee Meeting and Annual Business Meeting
United States National Committee of the CIE**

31 October, 2016

Omni San Antonio Hotel at the Colonnade, San Antonio, TX

CIE-USNC Executive Committee Meeting, 31 October 2016

1. Opening of Meeting

- a. The meeting was called to order by President James Leland at approximately 10:04 AM (CDT).
- b. Leland conducted a roll call to confirm attendance (see below) and a quorum from the Executive Committee.
 - **Executive Committee Members:** Hyman Kaplan, James Leland, Wendy Luedtke, Randi Myers, Yoshi Ohno, David Sliney, Yuqin Zong
Regrets: Karl Citek, Ron Gibbons, Michael Jouaneh, Alan Laird Lewis, Mojtaba Navvab, Konstantinos Papamichael, Maria Topete, Phil Wychorski
 - **Guests:** Randolph Glickman, Jiawahong Jhao, Mark Sapcoe, David Ellis, Leon McLin, Kurt Liopmann, Austin Gelder, Richard Young, Gizale Connelly, Bruce Stuck, Ellen Carter, Greg McKee, Jeff Hulett, Saori Mitsuhashi, Stephen Robertson, David Randolph, Max Derhak, Yulia Tyukhova, Kathleen Muray, Philip McCarthy, Mark Duffy, Tobias Schneider, Rolf Begman, Phil Elizondo, James Walker, Cameron Miller, Brian Lund

2. Approval of Agenda

The agenda was reviewed and approved unanimously.

3. Minutes of Prior Meeting

Due to the late distribution of the minutes from the prior meeting (2016-10-04), Leland read the minutes aloud. Kaplan motioned to approve the minutes, which was seconded by Luedtke, and the minutes were approved unanimously.

4. Officers' Reports

a. President – James Leland

Leland presented his report (Attachment A). During the meeting, Leland began by acknowledging the work done over the past year by the Membership team led by Kaplan, Past President Lewis, and our generous sponsor organizations. With regard to membership, he noted that there have been gains in recent years, yet in 2016 there has been a bit of a plateau.

Leland noted the new look for CIE-USNC, including a new name (CIE/USA became CIE-USNC) and implementation of a new logo. In addition, a professional update to the logo is in progress and will be coming soon.

We have undertaken an ambitious goal to host the CIE Quadrennial in 2019 in the US. The event is planned for June 2019 in Washington DC. Ron Gibbons is chairing the CIE Quadrennial Planning Subcommittee. Anyone interested in joining the committee should reach out to Gibbons.

Leland shared the unfortunate news of the passing of Jon Hart. The membership noted it was saddened to learn about his passing.

Leland stated that there are two open seats on the Executive Committee, as well as openings for US Alternate Division Members for Divisions 4, and 6. With respect to the Executive Committee, both Navvab and Wychorski have terms expiring in 2016. Lewis conducted outreach for one opening, and Leland was pleased to share that Dorene Maniccia has accepted the nomination. We will vote on that nomination today. With respect to the US Division members, Leland indicated that we will discuss further action during today's meeting.

Leland provided an overview of the CIE-USNC Standards Committee and its relationship to ANSI. Wychorski has chaired the Standards Committee, and administered the ANSI TAG, since 1992. He has announced his intention to resign from this position as follows, and his plans to provide for appropriate succession, as follows:

"I wish to inform the USNC/CIE that I will agree to serve as the chairman of the USNC/CIE Standards Committee for the remainder of 2016 and for 2017. Next year will be my last year as chairman having served since inception back in 1991. My last day, as Standards Chairman, will be on the day of the 2017 USNC/CIE Annual meeting. I would encourage the USNC/CIE Executive Committee to begin the search for a new chairperson as soon as possible.

"I am also currently the Administrator and Chairman of the ANSI USTAG for Joint ISO/CIE Standards Committee. It is my intention to serve as both Administrator and Chairman for the remainder of 2016 and all of 2017. The TAG operates on a calendar year basis and my last day as both Administrator and Chairman will be December 31, 2017. The USNC/CIE needs to begin the discussion on who will replace me as Administrator and Chairman. It is important to note that ANSI procedures need to be followed with respect to all United States Technical Advisory Group actions."

On behalf of the CIE-USNC, Leland thanked Phil for decades of exemplary service. A new Standard Committee Chair, and administrator for the ANSI TAG will be needed. There are also issues to address with respect to the apparent conflict with ISO 274 and the existing CIE-USNC TAG. Leland suggested that an ad hoc meeting be held at the conclusion of the meeting on Tuesday, November 1 to discuss the matter further. Membership in the ad hoc group is as follows: Leland, Sliney, Miller, Bergman, Duffy, Luedtke, Zong, Ohno, Ellis, and Randolph.

Leland presented Wychorski's formal report on the U.S. TAG for Joint ISO/CIE Standards Committee (Attachment D), and a list of U.S. TAG Members (Attachment E). Based on the decision to form an ad hoc group and hold further discussion regarding the ANSI TAG, it was agreed to delay a decision regarding the TAG member expenditure of \$1200 until the next meeting of the Executive Committee.

Leland noted that no further discussion of the 2019 Quadrennial would be conducted since Gibbons was not present.

It was agreed that Leland will schedule the next Executive Committee meeting for one month from today, primarily to discuss nominations and next steps for the Standards Committee.

Note: In order to avoid redundancy, the remaining Officers' reports were deferred to the general Business Meeting, to be held at 4PM.

Sliney moved to adjourn the meeting, with a second by Kaplan. The meeting was unanimously adjourned at 11:02 AM CDT.

CIE-USNC Business Meeting, 31 October 2016

1. The meeting was called to order by President James Leland at approximately 4:30 PM (CDT).

2. Officers' Reports

a. President – James Leland

Leland reviewed highlights of his report (Attachment A) from the Executive Committee meeting held earlier.

b. Senior Vice-President – David Sliney

Leland presented the report from Sliney. It was noted the primary role of the senior vice-president is to prepare the technical program of the annual meetings. The Technical Council is constituted by the official U.S. Members and Alternate Members of each division. The council reviews primary projects of each division and determines what coordination is needed. This review was performed during the Council meeting earlier today, and no need for coordination was identified.

c. Vice President, Membership – Hyman Kaplan

Kaplan presented the Membership Report (Attachment B), in which he outlined the goals for 2017 for the Membership Committee. These include increasing the number of members and membership dues in 2017, increasing revenue from membership to \$64,000 and increasing membership from 69 members to 110 members. Kaplan reviewed the list of current sponsors at the Gold, Silver and Bronze levels, and acknowledged the Membership Committee members. He announced that the newly launched LinkedIn page for CIE-USNC will serve as a means for sharing about the USNC news and member recruitment. He thanked Maria Topete for her work on the LinkedIn page.

d. Vice President, Communications – Konstantinos Papamichael

In Papamichael's absence, Leland acknowledged the fine quality of the new CIE-USNC newsletter, and reminded members to contact Papamichael with any contributions or suggestions for the publication.

e. Treasurer – Ron Gibbons

In Gibbons' absence, it was noted that the Treasurer's Report from the preceding Executive Committee meeting will stand as the latest report.

f. Secretary – Randi Myers

Myers was present but did not have an update since the preceding Executive Committee meeting.

3. Election and Appointment Installation of Officers and Executive Committee

In the absence of Lewis, Leland presented the Nominations Committee Report (Attachment C). Two outgoing Executive Committee (EC) members will leave two positions to be filled, for a three-year term beginning in 2017. Two positions on the Technical Council are also currently vacant: These are the Alternate Member positions for Divisions 4 and 6. The Nominating Committee report included a nomination for one EC member, and a recommendation for an Alternate Member to Division 6. Leland noted that according to the CIE-USNC Bylaws, EC members are put forward by the Nominating Committee, and elected by the CIE-USNC membership, while Technical Council Members are appointed by vote of the Executive Committee, "after considering the recommendations of the USNC Technical Council."

Leland then led discussion related to filling the vacant positions. For the first Executive Committee position, following the recommendation of the Nominating Committee, and in Lewis' absence, Kaplan nominated Dorene Maniccia. Mark Duffy seconded the nomination. The motion was unanimously approved and carried. The second EC position remains open. The Nominating Committee also recommended Mariana Figueiro of LRC as a candidate for the Alternate Member to Division 6. Leland pointed out, however, that the proper protocol is for this recommendation to be made by the Technical Council. In absence of a formal recommendation by the Technical Council, no further action was taken.

4. New Business

None

5. Adjournment

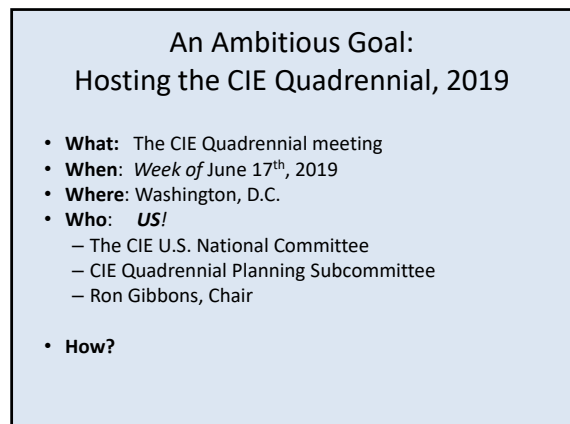
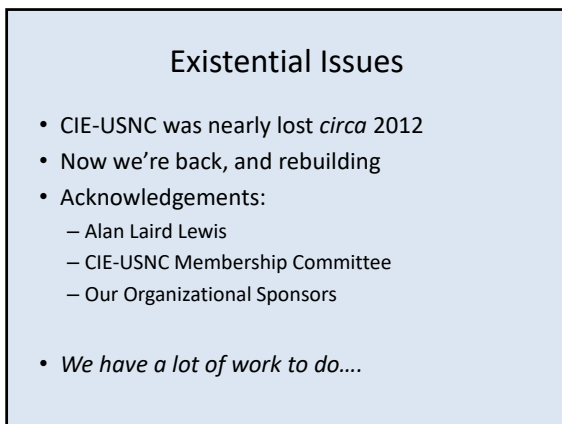
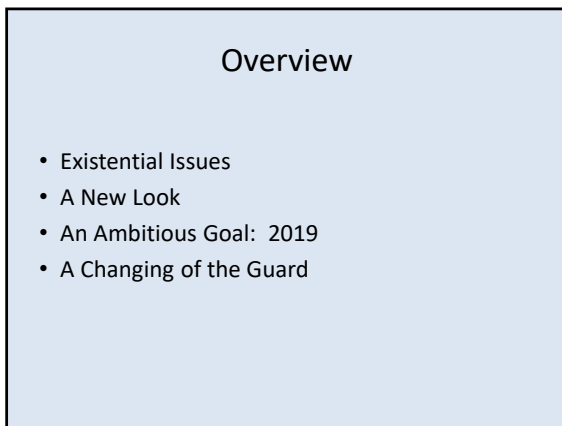
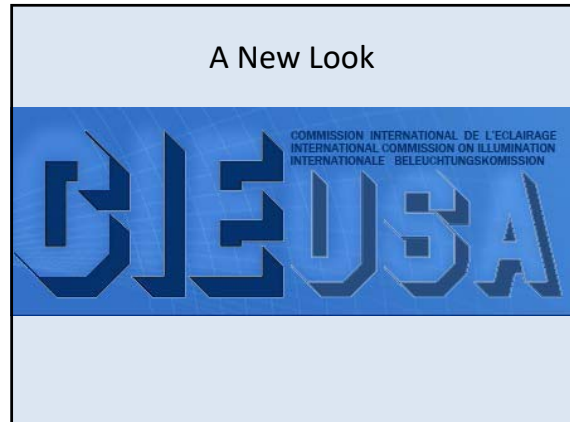
Kaplan motioned to adjourn the meeting, which was seconded by Bergman. The meeting was unanimously adjourned at approximately 5:03 PM (CDT).

Respectfully submitted,
Randi K. Myers
CIE-USNC Secretary

& James E. Leland
CIE-USNC President

Attachments:

- ATTACHMENT A: CIE-USNC President's Report 2016
- ATTACHMENT B: CIE-USNC VP Membership Report 2016
- ATTACHMENT C: CIE-USNC Nominating Committee Report 2016
- ATTACHMENT D: U.S. TAG for JOINT ISO/CIE STANDARDS COMMITTEE REPORT
- ATTACHMENT E: List of USTAG Joint ISO/CIE Members January 2016



A Changing of the Guard

- *In Memoriam*
- Executive Committee Members
 - Open seats and Nominations
- U.S. Division Members and Alternates
 - Divisions 4, 6, and 8
- Standards Committee & ANSI TAG

U.S. Division Members & Alternates

- Division 4
 - Otto Letamendi Primary Member
 - Jon Hart (Deceased) Alternate
- Division 6:
 - Mariana Figuera Alternate
- Division 8:
 - Max Derhak Primary Member

In Memoriam

- Jon Hart, Alternate U.S. Member, Division 4

Standards Committee & ANSI TAG

- Overview
- Resignation of Phil Wychorski
- Planning
- *Our Thanks to Phil for decades of Exemplary service!*

Executive Committee Members

- Outgoing:
 - Moji Navvab
 - Phil Wychorski
- Incoming – Nominations Accepted:
 - Dorene Maniccia
- Other Nominations Pending

Supplementary Presentations

- CIE-USNC Standards Committee & ANSI TAG
- Plans for the CIE Quadrennial, 2019

CIE - USNC

Membership Report

Annual Meeting
October 31, 2015
Hyman Kaplan, V.P. Membership

Overview

- Status & Goals
- Acknowledgements
- Approach for 2017
- Conclusion

Status & Goals

	2015	2016 YTD	For 2017
# MEMBERS	107	69	> 110
# SPONSORS	23	23	28
Membership INCOME	\$47,000	\$52,000	\$64,000

Acknowledgements: *Gold & Silver Level Sponsors*

- **GE Lighting**
- **Illuminating Engineering Society**
- **Led Vance LLC**
- **NIST**

- **Council for Optical Radiation Measurements (CORM)**
- **Cree Inc.**
- **Gamma Scientific**
- **Underwriters Laboratories**

Bronze Level Sponsors

- American Optometric Association
- Bridgelux
- California Lighting Technology Center – UC Davis
- Datacolor
- Hunter Associates Laboratory, Inc.
- International Association of Lighting Designers
- Intertek
- Konica Minolta Laboratory US Inc
- Lutron Electronics
- Musco Sports Lighting
- Nichia America Corporation
- Philips Lighting Company
- Sun Chemical Corporation
- Vektrex
- World Institute of Lighting & Development

Acknowledgements: *CIE/USA Membership Committee*

- Maria Topete
- Ron Gibbons
- Jim Leland

Approach for 2017

- Sponsorship Drive
 - Retain present Sponsor
 - Bring back those we lost
 - Move to next level up
 - Add new by outreach of members
- Individual Membership Drive
 - Invest in the future of the organization
 - *Each One – Reach One*

Conclusion

- CIE/USA is back on-track
- There is still more work to be done.



Alan Laird Lewis, O.D., Ph.D.
Past President 2015-2019
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2016 Nominating Committee Report

There were several vacancies that needed to be filled this year:

- A: Two three year positions on the Executive Committee
- B: Division Four Alternate
- C: Division Six Alternate.

A number of individuals were invited to accept nominations for each position, but only two of the four positions have nominees at this time:

Executive Committee 2016-2019: Dorene Maniccia, LC, LEED-AP

Dorene Maniccia is a Senior Project Leader, Lighting Solutions and Services, Philips Research of North America where she guides research that bridges the gap between theory and application.

Division Six Alternate: Mariana Figueiro, Ph.D.

Mariana Figueiro is currently the acting director of the Lighting Research Center at Rensselaer Polytechnic Institute, a prolific researcher on the non-visual effects of light on human health and performance, and a former chair of the IES Photobiology Committee.

Respectfully submitted,

Alan L. Lewis



Philip F. Wychorski
Administrator/Chairman
U.S. TAG for Joint ISO/CIE Standards
Orion Standards LLC
PO Box 26637
Rochester, NY 14626
TEL: 585-259-4668
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U.S. TAG for JOINT ISO/CIE STANDARDS COMMITTEE REPORT

October 25, 2016

Document #2016N06

The U.S. TAG for Joint ISO/CIE Standards Committee has completed the following tasks in 2016:

- 1. On January 8, 2016 a TAG Officer Election Ballot was distributed to all members of the TAG. The ballot contains a candidate for the position of TAG Chairman. No candidate is currently on the ballot for TAG Vice-Chairman. All ballots are due back by February 5, 2016.**
- 2. On January 11, 2016 the TAG chairman sent a committee report for insertion in the forthcoming CIE-USNC Newsletter.**
- 3. On February 17, 2016 the TAG Administrator sent the following documents to ANSI:**
 - 2016 TAG Procedural Compliance Report**
 - 2015 TAG Annual Report to ANSI**
 - Current List of TAG Members**
- 4. On February 23, 2016 the TAG held its annual meeting via teleconference. A meeting agenda, updated list of TAG members and the previous TAG meeting minutes were distributed prior to the meeting. The teleconference meeting was attended by ten TAG members. During the meeting it was announced that Phil Wychorski had been elected chairman of the TAG with a term of office from 2016 to 2020. The position of Vice-Chairman remains vacant.**
- 5. On October 13, 2016 the TAG Chairman sent a note to the CIE-USNC President requesting that the CIE-USNC Executive Committee discuss the approval/payment of ANSI dues for 2017. Additionally the Executive Committee needs to begin a discussion on finding a new candidate to serve as CIE-USNC Standards Committee chairperson and a new candidate for the positions of Administrator and Chairman for the U.S. TAG for Joint ISO/CIE Standards Committee.**
- 6. On October 25, 2016 the TAG Administrator and Chairman sent the attached report to the CIE-USNC President for inclusion in the upcoming USNC-CIE Executive Committee Meeting and 2016 Annual Meeting.**

End of Report

USA TECHNICAL ADVISORY GROUP FOR JOINT ISO/CIE STANDARDS

Address Reply to:

Administrator USA/TAG for Joint ISO/CIE Standards
United States National Committee of the CIE
(CIE/USA)
CIE/USA Standards Committee
Orion Standards LLC
PO Box 26637
Rochester, NY 14626
Phone: 585-259-4668
Email: orionstandardsllc@rochester.rr.com

USA/TAG/ISO/CIE 2016N03

Our ref: TAG (Admin)

USA Technical Advisory Group for Joint ISO/CIE Standards

Scope

Develop USA National Consensus for ballots issued by ISO for Joint International Organization for Standardization (ISO)) and International Commission on Illumination (CIE) Standards.

USA TAG Administrator

United States National Committee of the CIE (CIE/USA)
CIE/USA Standards Committee
Orion Standards LLC
PO Box 26637
Rochester, NY 14626
United States
Telephone: 585-259-4668

Contact: Philip Wychorski, Orion Standards LCC
E-mail: orionstandardsllc@rochester.rr.com

Officers:

Chair, Philip Wychorski

Vice Chair, Vacant

Secretary, Ronald Gibbons

Area of Interest/Scope	Contact	Position	Interest Category
<i>CIE/USA Standards Committee</i>	Philip Wychorski Orion Standards LLC PO Box 26637 Rochester, NY 14626 United States Telephone: 585-259-4668 FAX: E-mail: orionstandardsllc@rochester.rr.com	Chair	Company
<i>CIE/USA Technical Council</i>	VACANT United States Telephone: FAX: E-mail:	Vice-Chair	
<i>CIE/USA Secretary</i>	Ronald Gibbons Virginia Tech Transportation Institute 3500 Transportation Research Place Blacksburg, VA 24061 United States Telephone: FAX: E-mail: gibbons@vtti.vt.edu	Secretary	Education
<i>CIE/USA Division 1 Vision and Color</i>	Ellen Carter 21 Castle Dr. Pennsville, NJ 08070-2419 United States Telephone: 856-678-6444 FAX: E-mail: ellen.carter@alum.rpi.edu	Primary	Company
<i>CIE/USA Division 1 Vision and Color</i>	Paula Alessi 126 Gnage Lane Rochester, NY 14612 Telephone: FAX: E-mail: geinhaus@frontiernet.net	Alternate	Consumer
<i>CIE/USA Division 2 Physical Measurement of Light and Radiation</i>	Yuqin Zong NIST 100 Bureau Drive Stop 8442 Gaithersburg, MD 20899-8442 Telephone: 301-975-2332 FAX: E-mail: Yuqin.zong@nist.gov	Primary	Government
<i>CIE/USA Division 2 Physical Measurement of Light and Radiation</i>	Vacant Telephone: FAX: Email:	Alternate	

Area of Interest/Scope	Contact	Position	Interest Category
<i>CIE/USA Division 3</i> Interior Environment and Lighting Design	Terry McGowan Lighting Ideas, Inc. 3559 Birch Tree Path Cleveland Heights, OH United States Telephone: 216-570-2686 FAX: E-mail: lighting@ieee.org	Primary	Company
<i>CIE/USA Division 3</i> Interior Environment and Lighting Design	Vacant United States Telephone: FAX: E-mail:	Alternate	
<i>CIE/USA Division 4</i> Lighting and Signaling for Transportation	Vacant United States Telephone: FAX: E-mail:	Primary	
<i>CIE/USA Division 4</i> Lighting and Signaling for Transportation	Jon Hart Delta K Consultants E7942 Highway 33 Reedsburg, WI United States Telephone: FAX: E-mail: jonmhart@jvlnet.com	Alternate	Company
<i>CIE/USA Division 5 Exterior and Other Lighting Applications</i>	Thomas Lemons TLA Lighting 202 Brooksby Village Drive Unit 432 Peabody, MA 01960 United States Telephone: 781-771-7242 FAX: E-mail: tmlatta@aol.com	Primary	Company
<i>CIE/USA Division 5 Exterior and Other Lighting Applications</i>	Vacant Telephone: FAX: Email:	Alternate	
<i>CIE/USA Division 6 Photobiology and Photochemistry</i>	George Brainard Thomas Jefferson University 1025 Walnut Street Philadelphia, PA United States Telephone: FAX:	Primary	Education

Area of Interest/Scope	Contact	Position	Interest Category
<i>CIE/USA Division 6 Photobiology and Photochemistry</i>	E-mail: george.brainard@jefferson.edu Richard Vincent Consultant 233 West 21 st Street New York, NY United States Telephone: FAX: E-mail: vincentrl@msn.com	Alternate	Company
<i>CIE/USA Division 8 Image Technology</i>	Alan Kravatz Consultant 13 Farmstead Road New Windsor, NY United States Telephone: FAX: E-mail: alan.kravatz@verizon.net	Primary	Company
<i>CIE/USA Division 8 Image Technology</i>	Danny Rich Sun Chemical 631 Central Avenue Carlstadt, NJ United States Telephone: FAX: E-mail: danny.rich@na.sunchem.com	Alternate	Company
<i>CIE/USA</i>	Ronald Daubach OSRAM SYLVANIA 71 Cherry Hill Drive Beverly, MA 01915 Telephone: 978-750-1593 FAX: 978-750-1799 Email: Ronald.daubach@sylvania.com	Primary	Company
<i>CIE/USA</i>	David McDowell Consultant 51 Parkwood Lane Penfield, NY 14526 Telephone: 585-383-1706 FAX: 585-385-3828 Email: dmcdowell@dqmcd.com	Primary	Company

Area of Interest/Scope	Contact	Position	Interest Category
<i>CIE/USA</i>	Hyman Kaplan Consultant 4500 N. Camino Cardenal Tucson, AZ 85718 United States Telephone: FAX: E-mail: hylite@earthlink.net	Primary	Consumer
<i>CIE/USA</i>	Ann L.McCarthy 3273 Carriage Lane Lexington, KY 40517 United States Telephone: 859-232-3810 FAX: E-mail: almccart@Lexmark.com	Primary	Company
<i>CIE/USA</i>	Mark Duffy GE 1975 Noble Road Nela Park Cleveland, Ohio 44112 United States Telephone: FAX: E-mail: mark.duffy@ge.com	Primary	Company

U. S. TAG for Joint ISO/CIE Standards

The U.S. Technical Advisory Group for Joint ISO/CIE Standards provides the management for U.S. participation in the review of joint International Organization for Standardization (ISO) and International Commission on Illumination (CIE) standards.

The U.S. Technical Advisory Group for Joint ISO/CIE Standards determines U.S. positions on joint ISO/CIE standards. It assists with resolving comments on joint ISO/CIE standards.