

Meeting Minutes
ANSI Accredited Standards Committee for Optics (ASC OP)
Annual Business Meeting

Monday, January 24, 2022
Stockton Room, 5th Floor
Intercontinental Hotel
Or via Zoom

CALL TO ORDER AT 13:36 PST: Dave Aikens

WELCOME AND INTRODUCTIONS

Dennis Leiner, Leiner Optics (SC5)	Ed Morse, UNC Charlotte (SC6)
Eric Herman, Individual (SC3)	Keith Murdoch, Coherent (SC9)
Dave Aikens, Savvy Optics Corp (SC1, TAG)	Michael Young, Young Optical Design
Adam Phenis, AMP Optics	Paul Murphy, QED
Patrick Augino, Optimax Systems Inc.	Bruce Drum, FDA (SC7, WG6 Ophthalmic Instruments)
Rick Plympton, Optimax Systems Inc.	Brian Monacelli, JPL/Pasadena City College
Stan Schwartz, Consultant (SC5)	Zach Strobehn, CMM Optic
Jen Michels, Redhead Optical	Kevin Kearney, Optimax

AGENDA ITEMS

1. Introductions and assign note taker – D. Aikens
 - a. Note taker: Adam Phenis
 - b. All SC's represented besides SC4
2. Adoption of Draft Agenda – D. Aikens

Stan Schwartz moved we adopt the agenda, Adam Phenis seconded and the motion passed unanimously.
3. Approval of the Minutes of the Previous Meeting from May 26, 2021 – D. Aikens

Adam moved we accept the minutes from the previous meeting, Stan Schwartz seconded and the motion passed unanimously.
4. Housekeeping
 - a. Review of OEOSC membership recommendations to US TAG and the TAG rosters – D. Aikens
 - i. http://oeosc.org/roster_link.htm
 - ii. TAG members reviewed
 - iii. TAG Rosters reviewed
 1. SC1
 - a. Remove Aizhong Zhang
 - b. Remove Gary Wiese as he is no longer participating
 - c. Update Trey Turner from REO to Excelitas Technologies

- d. Remove RPO, Corning Tropel, Lockheed as well
 - e. ACTION TO PAT AND MICHELLE – GO THROUGH ROSTERS AND ASK PEOPLE WHO ARE NOT PAYING PARTICIPATION FEE TO DO SO. IF THEY ARE NOT, THEN THEY SHOULD PROBABLY BE DROPPED
 - 2. SC3
 - a. M3MSI should be removed
 - b. ER Precision has not participated in a while
 - c. CREOLE has not been invoiced, but we should make an exception for them
 - d. Remove Aizhong Zhang
 - e. ACTION TO PAT AND MICHELLE – GO THROUGH ROSTERS AND ASK PEOPLE WHO ARE NOT PAYING PARTICIPATION FEE TO DO SO. IF THEY ARE NOT, THEN THEY SHOULD PROBABLY BE DROPPED
 - 3. SC4 is skipped due to non-representation
 - 4. SC5
 - a. ACTION TO PAT AND MICHELLE – GO THROUGH ROSTERS AND ASK PEOPLE WHO ARE NOT PAYING PARTICIPATION FEE TO DO SO. IF THEY ARE NOT, THEN THEY SHOULD PROBABLY BE DROPPED
 - b. Group thinks that SC5 is up to date
 - 5. SC6
 - a. 100% active participation
 - 6. SC7
 - a. Up to date
 - 7. SC9
 - a. Michelle Stephens is taking over from Marla Dowell
 - b. Remove M3MSI, ER Precision, Breck Hitz, Gary Shaffer, Lockheed
 - 8. Motion to adjust membership as indicated above by Patrick Augino was seconded by Keith Murdoch. The motion passed unanimously.
- b. Review and approve leadership, incl TAG Leader – D. Aikens
 - i. One change as Leonard Hanssen was asked by NIST to step down. Eric Herman has taken over as SC3 leader
 - ii. A motion to recommend to OEOSC to maintain TAG leadership was made by Adam Phenis and seconded by Stan Schwartz. The motion passed unanimously.
- c. Update regarding TAG Chair advisory board – D. Aikens
 - i. The TC172 chair, Sven Kiontke, created an advisory board that consisted of only convenors. Result is that the US did not have a role in the TAG Chair Advisory board and voted no. Sven was looking for guidance on how to manage TC172. The solution proposed by DIN was to appoint an American to be chair of SC1, which Richie Youngworth accepted. Now, the US is represented. No additional vote on this topic

is required.

5. Status reports; Problems and Projections Summary – SC Leaders

- a. Pandemic is hurting standards development.
 - i. Should US be pushing for rapid adoption of in-person meetings?
 - ii. Need more US participation on ballots and meetings. Should there be more internal communications? We really want to get more participating experts instead of more non-participating experts.
- b. See document for details
 - i. SC9/WG7 get comments from experts in SC9, but there can be confusion since experts in WG7 are not participating (Jason Hess, Breck Hitz, Kevin Kirkham, Adam Phenis)
 - ii. Current new project micro lens arrays (14880)
 - iii. SC1 to get together to review roster and standards. Dave will try approach that SC5 uses by rattling the bushes a little bit to spark up more participation
 - iv. Helpful to have SC HOD to inform committee about what is going on when ballots are due, i.e. these are the problems that I see in this document or this document looks good...
 - v. More Zoom SC meetings may be beneficial to not only review docs, but also increase participation
- c. Germany is planning on having an entire TAG meeting in 2023
- d. Zoom TAG meetings could benefit from small delegation breaks to discuss questions and potential language barrier issues
- e. Query for thoughts on how to get more experts engaged
 - i. In microscopes of SC5, there are BINA and Qualrep groups working quality control and measurements for microscopes. Using these organizations to obtain new members is working and ensures that standards are in agreement.

6. Resumption of in-person meetings discussion – All

- a. Discussion
 - i. All see need as soon as various public health organizations give approval
 - ii. DIN plan to have in-person TAG meeting in 2023
 - iii. SC1 may meet every other year in person
 - iv. SC3 already does this
 - v. SC5 meets annually besides COVID years
 - vi. SC7 traditionally meets every 18 months besides COVID years
 - vii. SC9 meets every year and rotates between Asia, Europe and US, besides COVID years

7. Additional items not on the agenda – All

- a. Discussion about doing more with LinkedIn. The ISO group only allows ISO members and does not allow non-ISO members in.

- b. OEOSC LinkedIn page has ~400 members. Dave is the administrator and the page is open
8. Next meeting suggestion – D. Aikens
- a. Zoom, Wednesday January 11 2023 @ 14:00 EST
 - i. Agenda had a typo of Tuesday
 - b. Patrick Augino moved we have the next meeting as indicated above, and Adam Phenis seconded. The motion passed unanimously.
9. Adjourn at 15:07 PM PST – D. Aikens
- a. Adam Phenis moved we adjourn, seconded by Keith Murdoch. The motion passed unanimously.