

Draft Minutes
Annual Meeting of the TAG/ISO/TC172 — Optics and optical instruments
11:00 – 12:30 PST, February 2nd, 2014

Intercontinental San Francisco
888 Howard Street, San Francisco, CA 94103
Nob Hill Room

	Attendees: (13)	Representing:	Absent Leaders (3)
Tag Leader:	Allen Krisiloff	Triptar Lens Company, Inc.	
Admin:	Dave Aikens Bill Royall Donna Howland	OEO SC Executive Director OEO SC Treasurer OEO SC Director	
SC1:	David Aikens William Royall Gordon Boulton Allen Krisiloff Trey Turner Marla Dowell Walt Czajkowski Leonard Hansen Dan Palmari	Leader SC1, Savvy Optics Corp. Individual Individual Triptar Lens Company, Inc. Research Electro-Optics NIST APOMA NIST Lockheed Martin	
SC3:	Leonard Hanssen Trey Turner Dave Aikens Allen Krisiloff William Royall Gordon Boulton	Leader SC 3, NIST (new) Convener, SC3/WG 2, REO (new) Savvy Optics Corp. Triptar Lens Company, Inc. Individual Outgoing SC3 leader, WG2 convener	
SC4:	none	Leader SC4, Leupold & Stevens, Inc	Fred Ewer
SC5:	none	Leader SC5, Nikon America	Stanley Schwartz
SC6:	none	Leader SC6, none	
SC7:	Jeff Endres Amber Robinson	Leader SC7, Vision Council Vision Council	
SC9:	Dan Palmari Breck Hitz Marla Dowell William Royall	Leader SC9 Lockheed Martin Co Convener, SC9, LEOMA. NIST Individual	Tom Leib

ANSI/OEOSC TAG to ISO/TC 172 Minutes

1. Welcome and Introductions

Allen Krisiloff opened the meeting at 11:12 with introductions. He then made some opening remarks, explaining how ISO participation works and that there are two roles in the organization; SC and WG convenerships, who report through the secretariat to ISO, and American delegations who report through the TAG to ANSI.

2. Adoption of Agenda

Bill Royall moved we accept the draft agenda. Gordon Boulton seconded and the motion carried.

3. Approval of Minutes of January 23, 2012 TAG Meeting

The minutes from the previous year were reviewed. Marla Dowell moved that the draft minutes of the previous Annual Meeting be approved; Dan Palmari seconded the motion, which carried.

4. Review of TC 172 Work by Subcommittee

The **Annual Reports of the TAG Subcommittees** were reviewed. Since they are all documented in writing and will serve as the basis of the Annual Report, there is no need to reproduce them here. Some highlights:

Dave Aikens reported that the US now is leading about half of the projects in SC1 WG1 and 2.

Gordon Boulton reported that SC3 has had a huge increase in participation, thanks to the forming of TF6. Most of the work of SC3 going forward is going to be in the area of IR materials, an area with which he was not very familiar. He suggested we draw from the ASC OP TF6 membership for a new SC3 TAG leader. Dave Aikens suggested that Leonard Hanssen would be a good candidate, since he is already a member of SC3 and is also a leader in TF6.

Dave Aikens moved that we make Leonard Hanssen the leader of SC3. Marla Dowell seconded, and the motion carried.

Dave Aikens mentioned that, while we have had very little contact with members of SC4, he had learned that they were meeting concurrently with the TAG meeting, at St. Petersburg, Russia.

Allen Krisiloff read the TAG reports for SC4 and SC5, since there were no representatives present.

Jeff Endres said that the transition from the old leadership to the new leadership had gone smoothly, and that the former SC7 leader was continuing to serve as an expert for SC7. He also mentioned that they had participation from, not just FDA and other government bodies, but the military as well. Marla Dowell suggested that perhaps we could bring the Army into SC4 and/or ASC OP TF2 to participate in standards.

Marla Dowell informed us that SC9 continued to have problems with American participation. Most of the standards right now are being driven out of Germany, and the American laser companies find the standards inadequate and refuse to follow them, but do not participate in making them better. The formation of an ASC OP TF7 for Laser Applications will hopefully serve as a vehicle to get more American laser companies involved in standards.

Action: Dave Aikens to contact Picatinny Arsenal and see if they wished to represent the US at SC4, or participate in ASC OP TF2 or TF6.

5. Report on ASC OP status

Dave Aikens reported that ASC OP was doing well, membership was quite balanced, and the group expected to publish about 10 standards this year, especially the American adoption of ISO 10110, which will be called OP1.0110 and its associated standards. The group has grown to 40 voting members, and is forming a new TF, Task Force 7 for Laser Applications.

6. Report on ASC Z80 status

Jeff Endres reported that ASC Z80 is doing well, with good balance, and continues to have extremely strong participation from all of its member bodies. The next meeting of ASC Z80 will be in Clearwater Florida, in late February.

7. Review and approval of TAG Membership for balance

The membership of the TAG was reviewed by sub-committee. All of the rosters are kept up-to-date by Michele on the website, and could be reviewed prior to the meeting. Allen Krisiloff asked if anyone had any issues or saw any problems with balance in the currently documented membership of the TAG subcommittees, and there was none. Dave Aikens moved that we accept the membership in the roster for the coming year for balance. Dan Palmari seconded the motion, and it carried.

8. TAG Bylaws and Procedures

Allen Krisiloff told us that the rewriting of the bylaws is still in process, and that he and Jeff Endres are working together on the project.

Dave Aikens pointed out that ANSI is considering changing the model procedures to require a majority of TAG voting members must vote on a ballot, rather than a majority of members voting. This change, if enacted, would create an extremely difficult situation for our TAG, where we have an extremely diverse group of subcommittees.

Dave Aikens also suggested that we create deputy leaders as well as leaders, to help with succession, so situations like we have now in SC4 and SC6 would be less likely.

Action: Allen Krisiloff to draft a new version of the TAG procedures and provide it to the group for discussion as soon as possible.

14. Reaffirm TAG and Leadership of sub-committees

Gordon Boulton moved that the following be reaffirmed as leaders within the TAG:

Position	Individual
TC172 Chairman	Allen Krisiloff
SC1 Leader	Dave Aikens
SC3 Leader	Leonard Hanssen
SC4 Leader	Fred Ewer
SC5 Leader	Stanley Schwartz
SC7 Leader	Jeff Endres
SC9 Leader	Tom Leib

Bill Royall seconded the motion, and it carried unanimously.

15. Other Business

Jeff Endres invited all TAG members present to come to the Vision Expo East at the Javits Center, March 28-30, 2014. Contact him for information if you would like to attend.

16. Time and Place for Next TAG Meeting

Gordon Boulton moved that the TAG meet Monday, February 9th, 2015 in San Francisco, CA during SPIE's Photonics West. Dan Palmari seconded the motion, which passed.

17. Adjournment

Since no other business came before the committee, Marla Dowell moved that the meeting be adjourned. Dave Aikens seconded and the motion carried. The meeting was adjourned at 12:48.