

SAC Minutes  
March 11, 1999

Attendees:

Belinda Collins, Chair, OSS  
Ralph Richter, Program Office  
Marion McCurley substitute for OIAA rep.  
Mary Mitchell substitute for ATP rep.  
Franklin Mayo-Wells, EEEL  
Howard Bloom, MEL  
Lyn Beary, substitute for CSTL rep.  
George Quinn, MSEL  
Joel Zingeser, BFRL  
Mike Hogan, ITL  
Carroll Croarkin, ITL  
Neville Pugh, OSS  
Krista Johnsen Leuteritz, Secretary

NQP, PL, MEP were absent.

Action Items:

Everyone: Review template questions. (Are these questions the right questions? Have we left some out that we should have included? Can you answer these questions?) Please provide feedback to Belinda and Krista [KJL@nist.gov](mailto:KJL@nist.gov) by April 2 (or earlier).

Mayo and Krista: to work on criteria for standards award/s.

Nev and Krista: to draft memo from Belinda to Ray on the standards competition idea.  
OSS staff to continue to develop the two workshop ideas described below.

Belinda: to finalize the standards policy and submit to the E Board.

Krista: to circulate the revised version of the "Status Report on Strategic Standardization Management at NIST".

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A. Standards Policy

We began the meeting discussing the NIST Standards Policy. Everyone edited and gave input to Belinda on this draft. The changed document will be forwarded to the E Board for final approval.

B. Template Discussion

The group then discussed the template of questions from the "Status Report on Strategic Standardization Management at NIST" report. There are two audiences for the output of the template – management and OSS. Management would use this information for

management purposes. OSS would use this as part of its report to Congress on standards activities.

One member noted that if the Director wants to see the standards activities broken out in the NIST's annual budget review, then management will be interested in answering the questions since the database will be useful to them.

#### C. Brainstorming/ OSS funding international activities

The discussion then turned to brainstorming of ideas about standards activities. We discussed parameters of the SAMI database and other electronic tools to assist in standards position coordination.

One member mentioned that it would be nice to have a competition sponsored by TS for supporting especially significant international standards activities. The competition would not even have to be an OU specific item. One person remarked that some standards activities in his OU are actually serving more of the DOC mission than his lab's mission per se.

A proposal was made for a workshop on issues on standards or an industry study on standards needs.

#### D. Other Items:

Howard mentioned that he is on a task team revising the ZP IV and V criteria for the technologist category. He said the group has added standards activities into the criteria listed.

The SAC expressed a desire to increase the information in the SAMI database to include consortia activities and conformity assessment activities as well.

Meeting of NIST employees working with ISO/IEC/ITU is being planned. One potential topic for the meeting is strategic standardization management at NIST.

The idea was expressed to have a workshop with invited talks for NIST employees in standards work in particular topical areas.

Joel mentioned BFRL's MOU with the ICC and that he is working on giving the ICC more interagency exposure.