**Date**: October 26, 2020

**Time**: 6:30 - 8:30

**Attendees**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
|  | Jerry Knotts |  |  |
|  | Karl Geiger | S.K. Ramesh |  |
| Deron Johnson | Mohammad Tehrani | Stephanie Knotts |  |
| Doug Askegard | Momin Quddus |  |  |
| Howard Turner |  |  |  |

\*by phone

# Event Scheduling

<http://www.ieee-bv.org/conferences-and-events/>

|  |  |  |  |
| --- | --- | --- | --- |
| **Schedule** | **Chapter** | **Location** | **Contact** |
| 1st Tue of month | Entrepreneurship | Hub101 | Doug A. |
| 1st Wed of month | RAS/IAS | CLU |  |
| 2nd Tue of month | Communications | Skyworks |  |
| 2nd Wed of month | Computer | La Reina | Deron J. |
| 3rd Tue of month | Microwave | Skyworks | Momin Q |
| 3rd Thu of month | Aerospace | Hub101 | Mohammad T. |
| Last Mon of month | Section OpCom | Nathalie & Doug’s | - |
| Last Tue of month | ED/CAS | Skyworks | Cristian C. |
| Last Wed of month | EMBS | La Reina | Bob R. |
| Last Thu of month | Photonics | Hub101 | Doug A. |

# Calendar of Chapter Meetings

<http://www.ieee-bv.org/chapter-events/>

# Minutes from Previous Meeting

* Accepted with no changes

**Check in with Everyone**

* All still healthy

**Current Highlights**

* MTTS – October 14, 2020
  + 18 attendees
  + Automotive Radar – A Signal Processing Perspective on Current Technology and future Systems
  + Speaker – Markus Gardill
  + Slides and PowerPoint have been posted
  + Issue with logging onto a meeting
    - **Case 690038837 opened with IEEE WebEx support**
    - Closed the case, the support people wanted information that could not be provided
    - Apparently, attendees can open a case themselves and provide info. Recommend the following at the end of meeting invites:   
      Can’t join the meeting? [Troubleshooting](https://help.webex.com/en-us/WBX9000018881/Troubleshooting-Meetings) • [Contact support](https://help.webex.com/contact#CHP-CONTACT-SIDEBAR)
* EMBS
  + Model Based signal Processing in Critical Care
    - Using non-invasive methods to measure brain waves
  + Speaker was from MIT
  + Collaboration with Southern Alberta Section
* ED/CAS
* Entrepreneurship
* AESS
* COMPUTER SOCIETY

**Membership Development**

* The Section received an award for meeting our goals for retaining members



**Treasurer’s Report**

* Karl sent the report
* Expenses
  + Latest information is available in [Google Docs](https://docs.google.com/spreadsheets/d/1k9A58FV2cbB6csIG70aPrNVaABxlyWp5vjYRX9s3oRI/view)
  + Storage - $100
  + Small amount spent to send a kit to plan for a Girls Make STEM with Heart workshop
* **Please sign up for IEEE Google suite tools**
  + **Log onto your IEEE account and set up your IEEE.ORG identity; see** <https://www.ieee.org/membership/connection.html>
  + This will allow you to see all the accounting info on-line
  + Link to the Section Google drive folders
  + Deron will put together a short document about how to access files in Google Drive. It can be a bit confusing since you need to be logged in with the correct account.
  + Monthly reports will still be available at the OpCom meeting.
    - [Chapter Budget Tracking Spreadsheet](https://docs.google.com/spreadsheets/d/1lQ1g1JLoX-qKv-dPDChtxrEKeY1xFJ5VKf9h6unoJ-k/edit?usp=sharing)
    - [Section Budget Tracking Spreadsheet](https://docs.google.com/spreadsheets/d/1k9A58FV2cbB6csIG70aPrNVaABxlyWp5vjYRX9s3oRI/edit?usp=sharing)
    - [2020 Sustainability Project Budget Tracking Spreadsheet](https://docs.google.com/spreadsheets/d/1eVTMeaqgeq_K5r6U3p6Jgk3t-5z3H8nyQBjVGErB9u4/edit?usp=sharing)

**Upcoming Chapter Meetings**

* EMBS – 3rd week in November will have another meeting
* CS – 2nd week in November will have meeting to get member input

**Section Activities**

* For upcoming local events, chapters can use WebEx if they would like, or any remote access platform they have access to
  + **There is a BV Section IEEE WebEx account**
  + Contact Deron or Howard for information how to use it
  + It is only for IEEE business
* Fall – Mixer
  + Ramesh mentioned using a beta app called Hi Fidelity if it is decided to use it
  + Having a virtual mixer did not get much enthusiasm
* Senior Elevation
  + At the April OpCom the conversation was to wait to see if an in-person event becomes possible
  + Ramesh suggested that a virtual event is reasonable
  + Deron will speak with Reza

**STEM Activities**

* **STEM Projects and Fall “Girls Make Tech with Heart” Event**
  + [bbc micro:bit](https://github.com/IEEE-BV/microbit" \t "_blank) Workshop – Deron
    - Steve Case has been writing code that can be used
    - Deron reached out to a school to do a beta run
      * Date is TBD, possible in January
  + Physics Kits- Mohammad
    - Deron and Mohammad will meet to discuss details and see if this makes sense
  + Karl created some [STEM playlists](https://www.youtube.com/channel/UCB1Gc-KuIBX4-lf956CblKQ/playlists) on the Section’s YouTube Channel. These feature compilations of existing videos:
    - [S](https://www.youtube.com/playlist?list=PLscDadriOR-r-ZgP6QXTfZUvGAuQ2AXDH)TEM – Rockets!
    - [STEM – DIY Robots!](https://www.youtube.com/playlist?list=PLscDadriOR-ql4w-wZHmAeipycndoS7Cf)
    - [STEM – Home Electricity](https://www.youtube.com/playlist?list=PLscDadriOR-r3qE2UvXiGDOosCOOuQCFx)
    - [STEM – Magnets](https://www.youtube.com/playlist?list=PLscDadriOR-p9wWBAaDXOASSAshgd8dRz)
    - Karl asked for more playlist ideas. Ramesh suggested looking at the “Try Engineering” program. More suggestions welcome.

**Officer Development**

* Doug asked Deron if he has found a replacement for himself. Deron is working on it...

**Other Business**

* Doug mentioned that the list of chapter chairs is out of date
  + Robotics, Com/Soc and photonics have no leaders
  + Deron will get a list of RAS/IAS members to Doug, and a list of ComSoc members to Victor and Li
* Officer gifts
  + Deron will get Stephanie a list of addresses for people to receive the gifts

**Updated local documents**

* [Scheduling a Meeting in Eventbrite](https://www.ieee-bv.org/eventbrite/#main) (Somewhat out of date, since Eventbrite has moved everything around.)
* [Public Meeting Setup](https://computer.ieee-bv.org/meetings/public-meeting-set-up/#main)
  + This is specific to the Computer Chapter, but feel free to use it as a starting point
* Using Google Drive with Multiple Accounts (in progress)
* Send feedback to Deron

**Meeting reports Reminder**

* It is up to chapters to submit their “L31” meeting reports
  + Going forward, the treasurer will not check if a meeting report has been submitted before issuing a reimbursement.

**Next Meeting: November 30**

**Focus topic:**