

Draft  
Minutes  
ASC OP/TF 4, Conversion of ISO 10110 to a National Standard Task Force Meeting  
May 12, 2009, 2:00 p.m. – 5:30 p.m.  
Rochester Convention Center, Aqueduct Room  
123 Main St E  
Rochester, NY 14604

Present	<b>9 Attendees; 1 Alternate Representing 17 ASC OP Member Organizations</b>	
<input checked="" type="checkbox"/>	<b>Committee Members</b>	<b>Representing</b>
<input checked="" type="checkbox"/>	David Aikens (by phone)	Savvy Optics Corporation
<input checked="" type="checkbox"/>	Gordon Boulton	JDSU Corporation
<input checked="" type="checkbox"/>	Benjamin Catching (Alternate)	JDSU Corporation
<input type="checkbox"/>	David Corridon	Individual
<input type="checkbox"/>	Walter Czajkowski	APOMA (Edmund Optics)
<input checked="" type="checkbox"/>	Jessica DeGroote Nelson	Optimax Systems, Inc.
<input type="checkbox"/>	Frank Dombrowski	Gage-Line Technology, Inc.
<input checked="" type="checkbox"/>	Marla Dowell	IEEE/LEOS
<input checked="" type="checkbox"/>	Marla Dowell	NIST
<input type="checkbox"/>	Lincoln Endelman	SPIE, (Endelman Enterprises)
<input type="checkbox"/>	Ulph Griesmann	OSA (NIST)
<input checked="" type="checkbox"/>	Donna Howland (by phone)	Northrop Grumman Aerospace Systems
<input type="checkbox"/>	Hal Johnson	Harold Johnson Optical Lab
<input checked="" type="checkbox"/>	Alan Krisiloff	Triptar Lens Co., Inc.
<input type="checkbox"/>	Stephen Martinek	4D Technology Corporation
<input type="checkbox"/>	Rick Plympton (Alternate)	Optimax Systems, Inc.
<input type="checkbox"/>	William Royall	Individual
<input type="checkbox"/>	Peter Takacs	Brookhaven
<input checked="" type="checkbox"/>	Ray Williamson	Ray Williamson Consulting
	<b>Observers (3)</b>	
<input checked="" type="checkbox"/>	Gene Kohlenberg	OEOSC
<input type="checkbox"/>	Bruce Netherton	Lockheed Martin Coherent Technologies

**1. Welcome and Introductions**

A. Krisiloff opened the meeting at 2:09 p.m. There was a round of introductions so that those on the phone could hear who was in the room.

**2. Adoption of Agenda**

A. Krisiloff reported that M. Dowell would record the action items resulting from this meeting, and the Secretary would no longer prepare detailed minutes as has been done in the past. M. Dowell moved that the agenda be approved, and G. Boulton seconded it. The motion carried unanimously.

**3. Approval of the Minutes of the January 26, 2009 Meeting**

M. Dowell moved that the draft minutes be approved; G. Boulton seconded the motion, which carried unanimously.

**4. Ballot Status of ISO 10110-1, -10, -12**

G. Kohlenberg reported that he has not yet prepared the ballots. He said that the OP Leader needs to be chosen because the Leader's name appears in the forward of ASC OP standards. D. Aikens volunteered to be the OP Leader. G. Kohlenberg said that he would send out an e-mail to the OP membership asking them to confirm his appointment of D. Aikens as the OP Leader.

**5. Review ISO 10110-6**

R. Williamson discussed his progress with the action items for this ANS version of the standard. G. Boulton suggested that if the ANS version was done before ISO could update its version, then the ANS version could be released and then submitted to ISO.

**6. Review ISO 10110-9**

G. Boulton submitted his proposed changes to the ANS version of ISO 10110-9.

**7. Review ISO 9211**

G. Boulton reported on the ISO progress to revisions to the parts of this standard. He did not think that anything would have to be changed to the standards before adopting them as ANS.

**8. Review ISO 10110-5**

D. Aikens represented B. Catching on this and the next two items. He received the updated forewords

**9. Review ISO 10110-14**

The foreword for this draft is also available.

**10. Review ISO 14999-4**

The current version was available for the group to review. B. Catching wrote a foreword for this document. If this document is adopted verbatim, then it can be released as ANSI/ISO 14999-4.

**11. Time-line for ISO 10110-18**

A. Krisiloff reported that he started contacting persons interested in optical glass standards. He reminded the group that he was combining three parts of ISO 10110 into a new ISO document, which could then be adopted as an ANS.

**12. Action Items**

	Action Item	Owner	Due Date	Status
<b>1.B</b>	<b>Ballot status, ISO 10110-1, -10, -12</b>			
	1. Hold ballot on election of ASC OP Board Leader.	Kohlenberg	06/01/09	In progress
	2. Draft ISO 10110-12 forward	Aikens	06/01/09	
	3. Issue ballots to OP members for ISO 10110-1, -10, -12 at one week intervals	Kohlenberg	06/15/09	
<b>2.</b>	<b>ISO 10110-6</b>			
	1. Contact Reinhold about resolving differences between ISO and ASC OP positions.	Williamson	08/05/2009	
	2. Put editable version on website	Kohlenberg	07/01/2009	
	3. Prepare working draft of ASC OP document and submit to Gene for putting it on OEOSC web site	Williamson	08/05/2009	
<b>3.</b>	<b>ISO 10110-9</b>			
	<ul style="list-style-type: none"> <li>• Draft Forward. Include reference to 632.8 nm.</li> <li>• Move substantive changes in body of document to ANSI note.</li> </ul>	Boulton	08/05/2009	
		Boulton	08/05/2009	
<b>4.</b>	ISO 9211 – none at this time; continue to monitor ISO progress	?		
<b>5.</b>	ISO 10110-5 – review forward prior to next meeting	Catching/Aikens	08/05/2009	
<b>6.</b>	ISO 10110-14 – review forward prior to next meeting	Catching/Aikens	08/05/2009	
<b>7.</b>	ISO 14999-4			

	<b>Action Item</b>	<b>Owner</b>	<b>Due Date</b>	<b>Status</b>
	1. Put copy of 14999-4 on OEOSC web site	Kohlenberg	07/01/2009	
	2. Issue ballot to ASC OP membership	Kohlenberg	08/05/2009	
<b>8.</b>	ISO 10110-18			
	2. Follow-up with glass manufacturers for consistency of US position with ISO 10110-18	?		
	3. Issue invitation to next ASC OP Task Group 4 meeting to US glass manufacturers	Kohlenberg	07/01/2009	
<b>9.</b>	Make arrangements for next meeting.	Kohlenberg	07/03/2009	

**13. Time and Place of next TF 4 Meeting**

R. Williamson moved that the Task Force meet in San Diego, CA in August. J. DeGroot Nelson seconded the motion which carried unanimously.

**14. Adjourn**

M. Dowell moved that the meeting be adjourned; G. Boulton seconded the motion, which carried unanimously. The meeting adjourned at 3:46 p.m.