

## Draft Minutes v1

ASC OP/TF 4 –Committee for Optics and Electro-Optical Instruments – Adoption of ISO 10110 as an American National Standard

Friday, April 11th, 2014 11:00-12:00 EDT  
Teleconference

### **1. Welcome and Introductions**

Dave Aikens called the meeting to order at 11:05 EDT. In attendance were Donna Howland, Marla Dowell, Gordon Boulton and Doug Wilgis. Everyone knew each other, so no introductions were required.

### **2. Approval of the agenda**

Marla Dowell moved to accept version 2 of the agenda, the motion was seconded by Gordon Boulton and the motion passed.

### **3. Approval of the minutes for the prior meeting**

Marla Dowell moved to accept version 2 of the minutes from the previous meeting, Gordon Boulton seconded and the motion carried.

### **4. Status of OP1.0110-5 and -14**

Dave Aikens reported that OP1.0110-5 has been modified by Marla Dowell to accommodate the editorial suggestions of Paul Murphy, and the final version is on the website. The changes made to accommodate Paul's comments were very minor and did not impact the use of the standard in any way. Since no one objected to the changes, we will process the ballot based on the previous version and accept the slight changes as editorial additions.

Marla said she has not yet looked at -14 and will do so before the next meeting.

### **5. Status of OP1.0110-9**

Dave Aikens walked the committee through the recovered draft of OP1.0110-9, which had been jumbled in the last series of edits before the OP ballot. Per the previous meeting, the draft was to be recovered and re-balloted. The consensus was that we should ballot and publish this version and revise as necessary.

## **6. Status of OP1.0110-6**

Dave Aikens said that ISO 10110-6 is supposed to be balloted at FDIS, but the draft was due on 12-31 and still hasn't been posted. Ray Williamson has offered in the past that, when -6 is published, he will prepare a draft for the committee. Dave will send a message to Ray asking if he knows anything about the delay.

## **7. Status of OP1.0110-17**

Dave still hasn't done anything to kick off TF7. He has posted the WD draft of ISO 10110-17 to the website. If anyone has any expertise in laser damage, please comment on this draft and determine if we should proceed to publish it as an ANS. Marla, Donna and Trey will review the draft WD and advise the committee.

## **8. Status of other standards**

Dave Aikens walked the committee through the status report for all the standards. OP1.0110-1, -5, -8, -10, -11 and -12 are done, and we are not going to publish a version of -2, -3, -4, or -7; we have the American equivalents with OP3.001 and OP1.002. We are planning to use the ISO versions of -6 and -19. That just leaves -9 (coatings), -14 (wavefront) and -17 (damage), which we discussed. Dave Aikens reported that he has started the process of public review on the remaining standards, and will proceed to complete the BSR-9 paperwork for ANSI's approval according to the schedule in the report.

## **9. Other action items review**

Gordon Boulton asked if ISO had changed fonts; new documents seem to be in Times New Roman. Marla mentioned that there was a recent study regarding inks and paper, and the government is going to change to the new font (*Garamond?*) to save money. We can consider doing the same if people want to. We will discuss again at the next meeting.

## **10. Time and place for next meeting**

Gordon Boulton moved that we next meet by teleconference on Wednesday, July 9th, 2014 at 11:00 EDT. Donna Howland seconded, and the motion carried.

## **11. Adjourn**

At 11:30, Marla Dowell moved we adjourn. Donna Howland seconded, and the motion carried.