



**Minutes of P-4 Committee on Mechanical Outlines of Passive Components
(UNOFFICIAL)**

Wednesday, 26 September, 2007 Holiday Inn Riverwalk, San Antonio, TX

Scope of the P-4 Committee on Mechanical Outlines of Passive Components –
Provide standardization, administration, and circulation of mechanical outline drawings of electronic parts formatted per PDP-100 provided by industry participants.

- 1.0 Call to order
- 1.1 Chair Carl Lindquist called meeting to order 10:10 AM
- 2.0 Introductions and Attendance
- 2.1 Membership and Attendance

<u>NAME</u>	<u>COMPANY</u>
Bill Gisseler	TDK
Mike Lauri	IBM
Mihee Lee	Samsung Electro-Mechanics
Carl Lindquist	SOC America, Inc.
Laird Macomber	Cornell Dubilier Electronics
Dave Richardson	Vishay
Jayson Young	KEMET
Joe Biernacki	Stackpole
Ralph Justus	EIA/ECA

- 2.2 The membership list was reviewed and adjusted to read as reflected in the following table:

Member Organizations Present	<u>Present at this meeting</u>	<u>Present at previous meeting?</u>	<u>Present at meeting prior to previous?</u>
Cornell Dubilier	Y	Y	Y
IBM Corporation	Y	Y	Y
Intel Corp.	N	N	N
Jabil Circuits	N	N	Y
Kemet	Y	Y	N
KOA Speer Electronics	N	Y	Y
Mini-Systems, Inc.	N	N	N
Samsung Electro-Mechanics	N	Y	Y
SOC America, Inc.	Y	Y	Y
TDK	Y	Y	Y
Vishay	Y	N	Y
Stackpole Electronics	Y	Y	Y

Other Organizations Present
EIA/ECA

- 3.0 Attendance sheet circulated
- 4.0 Agenda reviewed and accepted without change.
- 5.0 Meeting minutes were reviewed and accepted without change.
- 6.0 General Discussion
 - 6.1 Role of ECA in Mechanical Outline Database Maintenance
 - 6.1.1 Database Development and Upgrades

We went over the goals and status of this committee. Acceptable data formats were discussed and it was agreed that we will continue to be open to several formats, including DesignCAD, AutoCAD and Excel/Visio. Eventually, we will attempt to get the types of acceptable files reduced. Mike Griffith, KOA Speer, had agreed to possibly converting his numerous Excel/Visio files to DesignCAD files for future archives. However, Mike is no longer employed at KOA and there was no KOA representative present to provide the direction they will be taking in the future.

The low prices being quoted for DesignCAD were reiterated and several members said that they either had purchased the program or would be purchasing this program for their future submissions.

There are several new or pending outlines for review on the summary sheet, but it was decided that we would wait for input from the originating source of these drawings – KOA – before we proceeded with any new approvals. It was anticipated that KOA will have a representative at future meetings. Meanwhile, it was agreed that both Ralph Justus and Carl Lindquist will try to contact KOA for the status of the original files that have been accepted and the pending files that had been updated by Mike Griffith since the last meeting.

Ralph Justus, EIA/ECA, was advised that access to an actual database will be needed very soon to finally determine if the formats and numbering system that we have selected will function properly.

While we have seen demonstrations of databases, we have not really had access to such a database by the Committee members. Ralph will look into the status and advise.

6.1.2 Database Content Maintenance

The Secretary of P-4 was from Panasonic, and they are no longer members of the EIA/ECA. It was agreed that Carl Lindquist will act as Secretary for now, and maintain a copy of all final Mechanical Outline files received and approved. Copies of all of these files have been provided to Ed Mikoski for archiving in the past, and they will be provided to Ralph Justus in the future. This includes PDF files and the original editable files. It was agreed that a separate list of approved files, file formats and reasons for reissue must be maintained. Such a list had been generated shortly after the last meeting.

6.1.3 New Password protected Web Site for "In-Process" Mechanical Outlines

An Excel spreadsheet was developed for all published and pending mechanical outlines by Mike Griffith and Carl Lindquist since the last meeting. This spreadsheet was modified slightly by Carl Lindquist and forwarded to Ed Mikoski for review. This spreadsheet should be included on the voting site for reference.

6.2 The "Guideline for Preparation and Submission of Mechanical Outlines for Passive Electronic Components to EIA/ECA-PDP-100, 26 April, 2006" was discussed briefly and we had agreed to add "tracking capability" for the prior issues of our Mechanical Outlines at the Spring, 2007 meeting. In an effort to avoid frequent reissuing of this document, it was recommended that we use some type of formal attachment that will become part of the document and incorporated periodically. This resulted in a second spreadsheet generated by Carl Lindquist since the last meeting that simply summarizes all approved Mechanical Outlines.

6.3 The "Guideline for Preparation and Submission of Mechanical Outlines for Passive Electronic Components to EIA/ECA-PDP-100, 26 April, 2006" as updated was reviewed by the committee and some editorial changes were made. This document has now been completed and was approved for publication unanimously. It will be published as Revision B, dated September, 2007. There was some discuss of exactly what type of document this will ultimately be. It will be necessary for this document to be available to both Mechanical Outline producers and users. Ralph Justus will review to determine if it will actually be a numbered application guide.

7.0 Mechanical Outlines

7.1 Proposed New Outlines for Approval

7.1.1 Acceptable Drawing Layouts

7.1.1.1 There were no changes to the list of acceptable File formats. While the other formats will remain, members will attempt to get DesignCAD for future preparation of Mechanical Outlines.

7.1.1.2 The final format will remain PDF.

7.2 Approval of new outlines

7.2.1 No new outlines were approved at this meeting. We will wait for participation by KOA Speer to proceed with outlines already presented by them for review.

7.2.2 A total of 40 approved mechanical outlines now exist. There are 59 pending drawings that are awaiting action by members. Ralph Justus noted that the ECA Message Board had been found difficult to use for review and balloting. Therefore, he recommended that we move this activity to the ECA Web Site. It is important that these outlines remain private for use only by

members of P-4 until they have actually been released as issued drawings. We are not certain how this will be accomplished using the ECA Web Site. Ralph was reminded that it is important that we have an opportunity to review the database using the numbering system we have developed prior to proceeding too far with the drawings. It is essential that a database with limited access be set up for use and experimentation by members of P-4.

7.3 Assignments Associated with Various Passive Components

7.3.1 Committees

7.3.1.1 Fuses – No new outlines submitted

7.3.1.2 Capacitors – No outlines submitted

7.3.1.3 Resistors – No new outlines submitted. Some outlines are pending review.

7.3.1.4 Inductors – No new outlines submitted. Some outlines are pending review.

7.3.1.5 Integrated Passive Devices (IPD's) – No new outlines submitted. Some outlines are pending review.

7.3.2 Representatives for each Committee – List of Names requested by Carl Lindquist for future participation. Unless other names are provided, we will use the names associated with Web Site Development and Maintenance.

8.0 Mechanical Outline Web Site Development and Maintenance

8.1 Drawing generation and coordination

8.1.1 Fuses – Carl Lindquist

8.1.2 Resistors – Open

8.1.3 Capacitors – Jayson Young / Mike Richardson

8.1.4 Inductors – William Gisseler

8.1.5 Integrated Passive Devices (IPD's) – Open

8.2 Database development schedule

8.2.1 The operational database will be held up pending receipt of more Accepted passive component Mechanical Outlines. Ralph Justus is working with his IT people on a database using our 12 character drawing numbers.

8.2.2 The initial database should be password protected with access made available to all members of P-4.

9.0 New Business – A list of P-4 members was provided by the ECA for review and editing. This effort was completed and the list was provided to Ralph Justus after the meeting.

10.0 Old business – None

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11.0 Announcements – None

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12.0 Next Meeting – Brown Hotel, Louisville, KY – 03/31 – 04/03/2007

13.0 Adjournment at 11:45 AM

We thank all present for their participation.

This meeting was conducted in accordance with the EIA Legal Guidelines and the Manual of Organization Procedures.



Carl E. Lindquist
Chairman

Secretary