

Doug Dorr assumed responsibility for running the meeting.

The process of starting the next revision was started. Discussion was held on utilizing the World Wide Web (WWW) to assist in the dissemination of information for the next revision of the Emerald Book. Chris Melhorn (Secretary) and Doug Dorr will look into obtaining space on the IEEE web site for the emerald Book working group.

More information will be distributed once the web site has been setup and developed. Chapter chairs and reviewers will be able to access the latest drafts of chapters and provide comments via the WWW.

4.1 Chapter Chair Selection

Chairman informed the working of the following criteria for chairing a chapter.

1. Past Working Group Chairmen get first priority on chairing a chapter
2. Past Chapter Chairmen get the next priority on chapters
3. To be considered for a chapter, volunteers must obtain a copy of the emerald book, read the selected chapter and provide via email, a list of suggested changes or revisions along with the request for chairmanship of that chapter.

Chairman will review all requests for chapter chairs and make selections before the next meeting. Chairman encouraged past chapter chairs to allow other members the opportunity to chair their chapter and focus their efforts on other chapters where their knowledge would be beneficial. All previous chapter chairs will receive acknowledgement of their effort in the next revision of the book as will other substantial contributors from past efforts.

The following is a list of volunteers for chapter chair received during the meeting.

Chapter 1 – Doug Dorr
Chapter 2 – Warner / Becker (by proxy)
Chapter 3 – None
Chapter 4 – Schuerger
Chapter 5 – Melhorn
Chapter 6 – Hostetler
Chapter 7 – Gruzs / Hostetler
Chapter 8 – Butkiewicz (by proxy)
Chapter 9 – Key / Bush
Chapter 10 – Rafter / Hostetler / Zipse (by proxy)

Additional volunteers via email were not included in the list

4.2 Discussion of Revision

Discussion was held on the extent of the revisions required. This discussion is outlined below in bullet form.

- Do we need to expand the scope of the Emerald Book? Should we include PLCs and controllers?
- Would like to see a section on grounding. Grounding appears in every chapter and he would like to see one chapter that describes the basics of grounding. The grounding references in other chapters would remain.
- How should we re-write the PAR? Consensus was not to make the PAR as narrow (scope) as the last revision. Allow room for adding new sections as needed.
- Coordination with other groups. With what groups do we need to coordinate? Decided to let the standards board decide on the groups that we coordinate with in addition to the following.
 - PES Power Generation
 - PES 1250
 - PES SPD
 - 519
 - SCC-22
 - EMC Society
 - T1E1
 - TR4.7
 - BICSI EMC Group
 - SEMI

5.0 New Business

5.1 2000 IAS Annual Technical conference in Rome

The Emerald Book working group has an opportunity to present “what the Color Book Is” during this meeting. Information pertaining to what the Emerald Book is about, how to become a member, and what is needed are all topics. Chair will draft a short description for inclusion in the official records of the conference.

6.0 Next Meeting

The next meeting of the IEEE IAS P1100 Working Group (Emerald Book) will be during the 2000 IEEE I&CPS Annual Technical Conference. This conference will be held during the week of May 8, 2000, in Clearwater, Florida. The exact date, time, and place will be distributed to working group members when they have been finalized.

7.0 Meeting Adjournment

Motion was made and seconded to adjourn the meeting. The motion passed unanimously.