Meeting Minutes

IEEE 1668 Working Group Web Meeting
July 9, 2007 4PM EST

1.0 Welcome and Introduction of Members – M. Stephens

Attendees:

No.	Present?	Name	Affiliation	e-mail	Membership (IP/M)
1	Yes	Brad Martin	AEP	bpmartin@aep.com	M
2	Yes	Brian Fortenbery	EPRI	bfortenbery@epri.com	IP
3	Yes	Doug Dorr	EPRI	ddorr@epri.com	M
4		Greg Olson	PSE&G	Gregory.Olson@pseg.com	
5		Jack Caufield	NPPD	jscaufi@nppd.com	IP
6	Yes	Jim Rossman	TVA	jbrossman@tva.gov	M
7	Yes	Mark Stephens	EPRI	mstephens@epri.com	M
8	Yes	Melinda Norris	Southern Company	MENORRIS@southernco.com	M
9	Yes	Scott Anderson	SRP	swanders@srpnet.com	M
10	Yes	John-Carl Zarella	GM Energy Pontiac, MI	john-carl.zarella@gm.com	M
11	Yes	Mark Minzlaff	On Semiconductor	mark.minzlaff@onsemi.com	M
12	Yes	Mark Rucker	Toyota	mark.rucker@tema.toyota.com	M
13	Yes	Rick Temple	On Semiconductor	r19271@onsemi.com	M
14	No	John Mentzer	GM	john.mentzer@gm.com	M

Comment [NJ1]: Needs meeting minutes from previous meetings.

Mark Stephens acted as Chairman for this meeting.

2.0 Agenda Review and Approval

The chair reviewed agenda and received consensus that the items covered where appropriate.

Scott Anderson moved to approve the agenda.

Melinda Norris seconds the motion.

3.0 Display of IEEE patent slides

The chair covered IEEE patent requirements as related to participation.

4.0 Any Additions to Agenda – Agenda Approval

There were no additions noted for inclusion on the Agenda.

5.0 Review of P1668 Scope

The chair reviewed the scope for P1668.

6.0 Review of Edmonton Meeting Minutes for Approval

The chair reviewed the Edmonton Meeting Minutes from the May 7th meeting.

The Chair made a request for motion for approval of the meeting minutes.

Melinda Norris moved to approved the meeting minutes as read

Scott Anderson seconded the motion

7.0 Discussion of Straw Man Outline and Questions Raised

- There will be a separate purpose and scope section included.
- Discussion of types of unbalanced sags
- Need to also reference 1346 – IEEE Recommended Practice for Evaluating Electric Power System Compatibility with Electronic Process Equipment.
- Chuck Thomas pointed out that *point of connection* needs to be defined in the document as well as it relates to the place in which the electrical equipment is connected to the power source.
- Request for Electrical Environment Data for the standard
    - Need to show sags as a real-world as possible so users can immediately identify.
    - Data that can be made available:
        - 480V I-Grid Data
        - 15KV Distribution Data
        - (MS) Need to approach Soft Switching (Bill Brumsickle) to participate and provide data
        - Need to pay particular attention to this portion because it is a foundation for this standard.
    - The standard will not discuss momentary interruptions (.5 sec or longer)

- The standard will not be limited to the US only.
- The standard should state voltage durations in milliseconds as opposed to cycles. However, a cross reference to cycles will be included in any tabular listings of the test points.

- Test Levels
  - It was decided not to include user defined test levels.
  - It was decided not to use language recommending energy storage as an option. Rather, the standard should stress that systems need to be designed to be robust
  - The test must reference the point on wave for the voltage sags as well.
- Test Procedures
  - As related to how the vector definitions are shown, it was suggested to use the approach from IEC 61000-4-34 as a guide for test procedures. Additional test vectors are likely to be added.
  - The document should state that it is not a safety document, but lockout/tag out/ shock hazard issues should be addressed (i.e. follow typical procedures for lockout/tagout,etc)
  - The test procedure and affect on the loads should be addressed
  - Sample test plan should be included to demonstrate a typical example
  - The document should utilize a disclaimer to ensure use of the standard as a . . . (Emerald Book disclaimer)
  - The Text Box "Caution" to be used throughout - especially where test on energized equipment is referenced.
- Testing Equipment Requirements

- Certification and Test Reports

8.0 Assignment of Action Items to develop draft

Create a subgroup for collaboration on the first round of the draft

Primary authors: Scott Anderson, Mark Stephens, Chuck Thomas

Draft reviewers: Melinda Norris, Mark Minzlaff, Jim Rossman

Doug Dorr suggested we aggregate any environmental data that can be collected or volunteered from participants. Mark Stephens will be the point of collection for that data.

9.0 Scheduling of Future Meetings

9.1 Web Meetings

9.1.1 Mark Stephens proposed Web meeting for July 23rd, August 6, August 20, September 10 to help refine the document as it progresses.

9.1.2 Mark Stephens will schedule the next Web Meeting for July 23rd, 4:00pm EST

9.2 2007 IEEE IAS Annual Meeting, September 23-27, New Orleans, LA.

9.2.1 IAS = Industrial Applications Society; PES = Power Engineering Society meetings held separately beginning next summer

10.0 Meeting Adjournment