

Meeting Minutes  
 IEEE 1668 Working Group Web Meeting  
 July 26, 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	<a href="mailto:bpmartin@aep.com">bpmartin@aep.com</a>	IP
2	No	Brian Fortenbery	EPRI	<a href="mailto:bfortenbery@epri.com">bfortenbery@epri.com</a>	IP
3	Yes	Chuck Thomas	EPRI	<a href="mailto:cthomas@epri.com">cthomas@epri.com</a>	M
4	No	Doug Dorr	EPRI	<a href="mailto:ddorr@epri.com">ddorr@epri.com</a>	M
5	Yes	Greg Olson	PSE&G	<a href="mailto:Gregory.Olson@pseg.com">Gregory.Olson@pseg.com</a>	M
6	Yes	Jack Caufield	NPPD	<a href="mailto:jscaufi@nppd.com">jscaufi@nppd.com</a>	IP
7	Yes	Jim Rossman	TVA	<a href="mailto:jbrossman@tva.gov">jbrossman@tva.gov</a>	M
8	Yes	John Mentzer	GM	<a href="mailto:john.mentzer@gm.com">john.mentzer@gm.com</a>	M
9	No	John-Carl Zarella	GM Energy Pontiac, MI	<a href="mailto:john-carl.zarella@gm.com">john-carl.zarella@gm.com</a>	M
10	Yes	Mark Minzlaff	On Semiconductor	<a href="mailto:mark.minzlaff@onsemi.com">mark.minzlaff@onsemi.com</a>	M
11	No	Mark Rucker	Toyota	<a href="mailto:mark.rucker@tema.toyota.com">mark.rucker@tema.toyota.com</a>	M
12	Yes	Mark Stephens	EPRI	<a href="mailto:mstephens@epri.com">mstephens@epri.com</a>	M
13	Yes	Melinda Norris	Southern Company	<a href="mailto:MENORRIS@southernco.com">MENORRIS@southernco.com</a>	M
14	Yes	Rick Temple	On Semiconductor	<a href="mailto:r19271@onsemi.com">r19271@onsemi.com</a>	M
15	Yes	Scott Anderson	SRP	<a href="mailto:swanders@srpnet.com">swanders@srpnet.com</a>	M
16	Yes	Salman Sabbah	Intel	<a href="mailto:Salman.j.sabbah@intel.com">Salman.j.sabbah@intel.com</a>	M

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 were appropriate.

The chair read the agenda for the meeting.

Motion was made to accept the meeting agenda as read.

Motion was seconded and agenda was approved.

## **3.0 Display of IEEE patent slides**

The chair covered IEEE patent requirements as related to participation.

The chair read the patent slides for the Working Group Members present and clarified the text of the first patent slides for the audience.

The chair read the basic P1668 Scope.

A suggestion was made to change the word “acceptance” of the product to “compliance” of the product. Chair made a note to check to see if the basic scope can be modified at this point.

Jack Caufield noted the terminology is not consistent and suggested adding “and interruptions.”

There was a discrepancy in the wording in the P1668 scope. Suggestion was duly noted (Later in the call, the group discussed removing “and interruptions” from the scope of the document).

## **4.0 Any Additions to Agenda – Agenda Approval**

There were no additions noted for inclusion on the Agenda.

## **5.0 Review of July 9<sup>th</sup> Meeting Minutes**

The chair reviewed the scope for P1668.

Suggestion made to include milliseconds and cycles. No other comments on July 9<sup>th</sup> meeting minutes.

John Mentzer GM moved to accept the Minutes from July 9<sup>th</sup> as amended.

Motion was seconded.

July 9<sup>th</sup> Meeting minutes were amended and approved.

## **6.0 Review of Draft Standard Progress**

Standard IEEE Template used.

Line number used to ease interaction and discussion of topics.

Suggestion to change the title from:

“IEEE P1668 Draft  
Recommended Practice for Voltage Sag and Interruption Ride-Through Testing for End Use  
Electrical Equipment and Less than 1,000 Volts”

To change to

“IEEE P1668 Draft  
Recommended Practice for Voltage Sag Ride-Through and Compliance Testing for End Use  
Electrical Equipment and Less than 1,000 Volts”

Scott Anderson then reviewed the draft standard text.

1. Overview section: Suggestions were made to modify and clarify text in these sections and the chair noted changes to the draft standard on screen. These sections of the Overview were modified and clarified:

1.1 Scope to better define the scope.

1.2 Purpose

2. Limitations section: Suggestions were made to modify and clarify text in these sections. Chair noted suggestions on the draft standard.

3. Normative References section: Suggestions were made to modify and clarify text in these sections and chair noted requested changes to the draft standard on screen.

4. Definitions section: The group asked to have “low voltage” defined in this section as well.

#### **7.0 Assignment of Action Items for next meeting**

1. Mark Stephens to check to see if the basic scope and title can be modified for the working group. This involves changing the focus to sags only and not momentary interruptions and adding the word compliance in the title.
2. Revision of Standard to be sent out week of July 30<sup>th</sup> for review along with Meeting minutes.

## **8.0 Scheduling of Future Meetings**

### **8.1 Web Meetings**

- 8.1.1 Mark Stephens proposed August 13 4-5 pm; August 27 4-5 pm; and September 10 to help refine the document as it progresses.

### **8.2 2007 IEEE IAS Annual Meeting, September 23-27, New Orleans, LA.**

- 8.2.1 IAS = Industrial Applications Society; PES = Power Engineering Society meetings held separately beginning next summer
- 8.2.2 Conflict with EPRI meeting in Washington 24-26<sup>th</sup>. September 27 is the best date for the meeting. Consideration for Web cast will be considered.

## **9.0 Meeting Adjournment**

Motion to adjourn.

Seconded