

Meeting Minutes
 IEEE 1668 Working Group Web Meeting
 August 20, 2007 1PM 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	IP
2	No	Brian Fortenbery	EPRI	bfortenbery@epri.com	IP
3	Yes	Chuck Thomas	EPRI	cthomas@epri.com	M
4	Yes	Doug Dorr	EPRI	ddorr@epri.com	M
5	Yes	Greg Olson	PSE&G	Gregory.Olson@pseg.com	M
6	No	Jack Caufield	NPPD	jscaufi@nppd.com	IP
7	Yes	Jim Rossman	TVA	jbrossman@tva.gov	M
8	No	John Mentzer	GM	john.mentzer@gm.com	M
9	Yes	John-Carl Zarella	GM Energy Pontiac, MI	john-carl.zarella@gm.com	M
10	No	Mark Minzlaff	On Semiconductor	mark.minzlaff@onsemi.com	M
11	Yes	Mark Rucker	Toyota	mark.rucker@tema.toyota.com	M
12	Yes	Mark Stephens	EPRI	mstephens@epri.com	M
13	Yes	Melinda Norris	Southern Company	MENORRIS@southernco.com	M
14	No	Rick Temple	On Semiconductor	r19271@onsemi.com	M
15	Yes	Scott Anderson	SRP	swanders@srpnet.com	M
16	Yes	Salman	Intel	Salman.j.sabbah@intel.com	M

		Sabbah			
17	Yes	Bobby Gettier	Dominion	Bobby.Gettier@dom.com	IP
18	Yes	John Coffman	Microchip	john.coffman@microchip.com	IP

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.

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.

Doug Dorr mentioned there are no changes to the scope after the project is in place. Changing the scope can cause conflicts with other standards. Because the group has made changes to the scope and title, Doug recommened that these be submitted as the document is submitted for balloting as it will come up for review by the Rev-Com committee.

4.0 Any Additions to Agenda – Agenda Approval

There were no additions noted for inclusion on the Agenda.

5.0 Review of July 26th Meeting Minutes

July 26th Meeting minutes were read. No amendments were suggested for the July 26th Meeting Minutes. Scott Anderson moved to accept the meeting minutes as read

Doug Dorr seconded.

6.0 Review of Draft Standard Progress

- 6.1 Scott Anderson lead the discussion on Section 5.0.
- 6.2 In paragraph 1, John Carl Zarella suggests: Requested clarification on the definitions of nominal voltage and voltage sags and their relation to threshold.
- 6.3 Paragraph 2 and 3, Sets the framework of the section. Add reference to the “24 Billion” to support the claim. Chuck Thomas suggests using a quantity, demonstrating that perhaps the voltages are low, but there are more numerous voltage sags still causing the same or more loss of profit for the consumer.
- 6.4 Clarify reference to voltage sags in Section 5.2 Voltage Sag Characteristics, paragraph 2, sentence 3. Also change sentence number ## with percentage of nominal. Clarify further by changing sag “of” to sag “to”.
- 6.5 Use of the word “cycles” along with milliseconds. Use milliseconds as the primary and cycles in parenthesis and add a reference to Hz.
- 6.6 Chuck Thomas added a comment that voltage sags cannot be eliminated. Reduction of frequency is possible. Other suggestions for inclusion include proactive line maintenance.

7.0 Assignment of Action Items for next meeting

- 7.1 **Action Item:** Mark Stephens suggested presenting the group with the actual definition of nominal/voltage sags from IEEE 1959 (?) to clarify the terminology.
- 7.2 **Action item:** Mark Stephens will distribute the Ian McMichael presentation from CIRED to the group.
- 7.3 **Action item:** Mark Stephens will provide information on the Montreal CIRED meeting in mid-October to the group for participation.
- 7.4 **Action item:** Mark Stephens suggested that Chuck Thomas and Scott Anderson work together on writing the standard.

8.0 Scheduling of Future Meetings

8.1 Web Meetings

- 8.1.1 Mark Stephens proposes the next meeting for September 14, 2007, 1-2 pm and will send out the meeting invitation.
- 8.2 2007 IEEE IAS Annual Meeting, September 23-27, New Orleans, LA. Group will meet on Monday, September 24th. We will utilize a nearby conference

room for an editorial review and utilize the (2:30-3:00 slot) for the official meeting with minutes approval, patent slides, and high level discussion topics such as schedule for 2008, assignment of action items,etc.

9.0 Meeting Adjournment

Motion to adjourn.

Seconded