1. SDWG Business
   1. Welcome and Call SDWG meeting to order
      1. Larry Clark – Chair
      2. Sal Martino – Vice Chair
      3. Fred Friend – Secretary
   2. Establish quorum of SDWG voting members by show of hands
   3. IEEE Patent Policy for Working Group Meetings
   4. Approval of minutes from meeting at 2017 IEEE PES GM, July 17, Chicago, IL (Minutes available at <http://grouper.ieee.org/groups/td/dist/da/> )
   5. DMS DA Award
      1. Nominations are being accepted for the 2018 award.
      2. The deadline for nomination submission is January 31, 2018.
      3. PES Awards link <https://www.ieee-pes.org/pes-communities/awards>
         1. Go To PES Society-Level Awards <https://www.ieee-pes.org/pes-communities/awards/pes-society-level-awards>
         2. Under PES Awards, scroll down to IEEE PES Douglas M. Staszesky Distribution Automation Award <https://www.ieee-pes.org/douglas-m-staszesky-distribution-automation-award>
         3. Nominations are submitted online
         4. Go To PES Society-level Awards Nomination Site <https://ieee.secure-platform.com/a/page/society_awards/powerandenergysociety> to nominate a candidate
         5. SDWG members are encouraged to nominate your worthy colleagues
      4. Questions should be submitted to Mani Venkata ([ssvenkata@comcast.net](mailto:ssvenkata@comcast.net)), Chair of Selection Committee for the Douglas M. Staszesky DA Award
   6. Invited Panel Proposals for 2019 GM
      1. Proposal submissions during 4th quarter 2018
      2. Proposal submission minimum requirements
         1. Panel session Title
         2. Moderator name, affiliation, email address
         3. Panel session description (150 words maximum)
         4. Panelist 1 name, affiliation, email address
         5. Panelist 2 name, affiliation, email address
         6. Panelist 3 name, affiliation, email address
         7. Panelist 4 name, affiliation, email address
      3. Panel plans
         1. The panel session length: 2 hours
         2. Each panelist has 30 minutes for introduction, presentation and questions.
         3. The panel moderator promptly concludes the panel session at the expiration of the 2 hours panel session in consideration of the following panel session.
2. Smart Distribution Application Guide P1854 Review
   1. Update 2017 progress – At the 2017 SDWG meeting in Chicago, Sal Martino reported there were 120 ballotters. The Response Rate was 75%. The Approval Rate was 91%. A total of 477 comments were received.
   2. Ballot Comment Resolution is complete
   3. PAR P1854 extension request submitted October 2017
   4. On 6-Dec-2017 the IEEE-SA Standards Board approved the extension of P1854 until 31-Dec-2018
   5. Create Redline version incorporating changes from Ballot Comment Resolution
   6. Perform grammar editing task to address the English Grammar issue that was raised at the July 2017 SDWG meeting
   7. Submit Redline version to SDWG Voting Members for review and approval
   8. In 2018, Redline version and Ballot Comment Resolution document to be submitted to Standards Association
3. Reminder WG Scope Update
   1. Distribution Automation focus along Distribution feeder
      1. Distribution Line devices to be automated
      2. Automation techniques, i.e. package versus assembly
      3. Line sensing devices and techniques
      4. Number of automated devices per feeder
      5. Vendor solutions/offerings
      6. Utility needs and assemblies
   2. Operations and Planning topics moved to new DMS Working Group
4. Round table discussion topic: Distribution Automation - The foundation for the Smart Grid
   1. Support for the new/revised SDWG Scope
   2. Distribution Automation capability is maximized with multi-disciplined and dissimilar devices
   3. State your name and affiliation
   4. Submit brief summary of your contribution to SDWG secretary
5. Smart Distribution related conferences to come
   1. DistribuTECH 2018, January 23-25, 2018, San Antonio, TX
   2. IEEE PES 2018 T&D Conference & Exhibition, April 16-19, 2018, Denver, CO
   3. IEEE PES 2018 GM, August 5-9, 2018, Portland, OR
6. Other Smart Distribution related topic of interest with the permission of the chair and as time permits
7. Next meeting at 2018 IEEE PES GM in Portland, OR
8. Additional information available at <http://grouper.ieee.org/groups/td/dist/da/>
9. Meeting adjourn