1. Chair Fred Friend (fafriend@aep.com) called the meeting to order at 1:00 pm with 22 participants present and introductions were made.
2. The Boston, MA, July 19, 2016 meeting minutes were reviewed and approved without comment.
3. The IEEE required slides for working Groups were presented and no conflicts were brought forth.
4. The WG reviewed Draft 3.3 of P1806 Guide for Reliability Based Placement of Overhead and Underground Switching and Overcurrent Protection Equipment Up to and Including 38 kV with the following review/ comments/ assignments (Draft 3.5 Rev B):
   * Reviewed Lee Taylor revisions with minor edits (Sections 10.5, 10.6, and 13)
   * Heide Caswell new contribution. Numerous comments and minor edits. (Sections 4.6 and 5.0)
   * Joe Viglietta new contribution. Needs to be coordinated with Heide’s contribution.
   * Review content flow/ missing content
     + Need consistency in diagrams. Fuse saving??
   * New assignments
     + Redraw figures: Brett Efaw, Idaho Power (visio or powerpoint?)
     + Small editorial team was identified to edit the guide:

Fred Friend Casey Thompson

Joe Viglietta Tyler Jones

Heide Caswell Brett Efaw

Dave Gilmer Julio Romero Aguero

Mark Murray Larry Conrad

* + - Due by March 31, 2017
      * Chair will copy into IEEE format
      * Finalize draft at summer meeting / Ballot Fall 2017

1. New business
   1. Ideas were discussed for future panel sessions, including joint session with the Reliability Working Group. Mani Venkata may be able to present on a Navy Yard project at the 2017 GM and/ or the 2018 T&D Conference and Expo.
2. Roundtable (no time available)
3. Announcements
   * Next Meeting: July 16 – 20, 2017, Chicago, IL
   * Sheraton Chicago Hotel & Towers
4. Adjourned

**Web Site:** [**http://grouper.ieee.org/groups/td/dist/sop/**](http://grouper.ieee.org/groups/td/dist/sop/)