

**IEEE 1250 Working Group
Web Conference Meeting Minutes
April 10, 2007 1100AM-1200PM Eastern Time**

ATTENDEES:

1. Russ Ehrlich, Pepco Holdings Inc., **WG Vice-Chair**
2. Dennis Hansen, Pacificorp, **WG Chair**
3. Fred Hensley, Magnum Instruments, **WG Secretary**
4. Bill Moncrief, Hood Patterson Power
5. Dave Mueller, Electrotek
6. Marty Page, Georgia Power
7. Tin Unruh, Custom Energy

AGENDA ITEM A (Call to Order, Introductions, Housekeeping)

1. Meeting called to order by working group chair Dennis Hansen, and hosted via the Pacificorp Meeting place web system. The meeting structure utilized the agenda emailed in advance of the meeting.
2. There was some discussion regarding several schedule conflicts resulting in low attendance for this web meeting. While the format of a web meeting is extremely well accepted, there may have been issues scheduling this too close around a holiday weekend.
3. Marty Page announced that he had recently come across a KEMA report and a survey pertaining to power quality and voltage regulation in Europe. The articles containing embedded links for downloading each may be read at:
<http://www.leonardo-energy.org/drupal/voltage-quality-regulation>
<http://www.leonardo-energy.org/drupal/node/1243>

AGENDA ITEM B (Minutes from Previous Meeting)

1. Minutes from the January 10th Orlando meeting were reviewed and approved by the attendee WG members.

AGENDA ITEM C (IEEE 1250-D2 progress)

1. Clause 4 Review:
 - Minor revisions still outstanding for clause 4
 - Still needs some additional charts added.
2. Clause 7 Review:
 - Dave Mueller was unable to complete the clause 7 additions and revisions, but should have them ready for review by the Tampa meeting.
 - Dave does not agree with the philosophy of adding additional surge suppression equipment beyond the service entrance and critical equipment.

AGENDA ITEM D (Progress Reports on Web-Based Voltage Quality Practices Questionnaire)

1. Fred Hensley was unable to complete the web site questionnaire due to technical issues with the web server and bandwidth. He has since acquired a new web server platform and re-hosted it on donated Tier-1 bandwidth for significantly improved security, reliability, and performance.
2. Fred also provided a short introduction to the project management software associated with the voltage quality web site. He will create user logins for all working group members, as well as a guest login with view-only access. The user logins will be created and completed today with temporary passwords assigned and emailed to the participants.
3. The general web site maintenance upgrades and current web questionnaire will be completed and available for review by the end of this week. Each individual user will be responsible for logging into their accounts, updating their personal information, and changing their password to something unique to them. If anyone has problems accessing or using the system, they may contact Fred directly for assistance.

AGENDA ITEM E (Action Items and Next Meeting)

1. Dave Mueller to be ready with clause 7 revisions for the Tampa meeting in June.
2. Russ to get with Mark McGranaghan and Dan Sabin regarding expected clause 5 review in Tampa.
3. Fred Hensley to setup users for the project management tool, as well as task emailing capabilities by the end of this week.
4. Each working group member to login to the projects system, setup personal preferences (including current email address), modify their login password accordingly.
5. Fred Hensley to complete voltagequality.org web site maintenance and setup web questionnaire for internal review by the end of this week...
6. The next meeting will take place in Tampa, Florida in June, 2007.

The meeting was adjourned at approximately 12:05 PM ET.