

**IEEE 1250 Working Group
Web Conference Meeting Minutes
April 12, 2006, 1100-1200 AM Mountain Time**

Attendees:

1. Soni Devendra, Distribution Control Systems
2. Russ Ehrlich, Pepco Holdings, Inc., **WG Vice-Chair**
3. Dennis Hansen, Pacificorp, **WG Chair**
4. Fred Hensley, **WG Secretary**
5. Gil Hensley, Pacific Gas & Electric
6. John Kennedy, Southern Company
7. Mark McGranaghan, EPRI-PEAC
8. Dan Sabin, EPRI Solutions
9. James Wikston, Hatch

Meeting called to order by working group chair Dennis Hansen, hosted via the Pacificorp webconference/teleconference system, and organized per the meeting agenda provided in advance by Dennis H.

Old Business:

Minutes from the January 18th meeting in Las Vegas were reviewed and approved by the attendees.

Dennis H. announced the new 1250 WG PAR has been approved by the IEEE. There were no questions regarding the approved PAR.

Russ E. received the graphical figures and PDF document text from Tina at the IEEE containing the latest 1250 content. As technical editor, Russ E. is converting the documents into editable text utilizing the latest IEEE style sheet formatting guidelines.

Russ E. will distribute the latest, editable versions of each 1250 clause (chapter) to the clause chairs for independent work and revision. These clauses will be recombined later by Russ E. into a complete working draft for final review by the entire working group.

Russ E. completed the scope and purpose sections of the new 1250 document draft from the recently approved PAR application.

New Business:

1. 1250 WG Web site
 - a. Luigi Napoli with the IEEE is the contact person for adding r/w access rights for the WG web site.
 - b. Dennis Hansen, Russ Ehrlich, and Fred Hensley to obtain r/w access rights to the site for update.
 - c. Dan Sabin will email a freeware SSH client to Dennis H. and Russ E.

- d. Fred Hensley will take primary responsibility for updating the web site, with Russ E. and Dennis H. to provide backup administration as needed.
 - e. Suggestion made for putting the names and contact information of WG members in the public area.
2. Dennis Hansen raised the suggestion of adding an informative annex listing the results of sample PQ voltage limits used around the world. These limits could be similar to the format used by the 1366 working group, and could be helpful for utilities not utilizing ANSI C84.1, IEC counterpart, or equivalent. These sample limits might also be included as part of the "Identifying Voltage Quality" clause. Mark M. suggested that the survey include both steady state and disturbance limits. The question was raised as to whether the annex would apply at the delivery point, distribution, or transmission. Gil Hensley noted that ANSI C84.1 does not adequately define the RMS averaging time.
3. Dennis Hansen raised the suggestion of including a roundtable of voltage quality issues as part of the upcoming WG meeting in Montreal.

Action Items:

1. Russ Ehrlich to distribute editable versions of clauses utilizing latest IEEE style guide formatting to clause chairs.
2. Clause chairs to begin working on their individual clauses, and to put together an initial content outline for the upcoming meeting in Montreal.
3. Dan Sabin to email SSH client to Dennis Hansen and Russ Ehrlich.
4. Dennis Hansen to work on formulating agenda and "Where do we go from here" questions for Montreal meeting.
5. Dennis Hansen to check with Alex McEachern regarding survey work he may have completed regarding recommended PQ indices.
6. Dennis Hansen to contact Dan Ward regarding status of upcoming 1250 panel session scheduled for T&D in Dallas next month. Mark McGranaghan, Dan Ward, and Dennis Hansen are currently scheduled to participate in the roundtable.
7. Mark McGranaghan to email non-proprietary portions of both CEA and CIGRE reports concerning recommended PQ indices to Dennis Hansen and Russ Ehrlich.
8. Fred Hensley to upload pdf copies of all meeting minutes to the IEEE 1250 WG web site, as well as update content to the latest known information.

Gil Hensley announced he will be retiring from PG&E in about six months.

The next scheduled working group meeting will take place at the 2005 Summer Power Meeting in Montreal. The meeting is currently scheduled for June 20th from 3-5 PM. Tentative agenda will include: 30 minutes for greetings/minutes approval/service/T&D follow-up, 1 hour to review/coordinate clause work, and 30 minutes for proposed VQ roundtable.